Sangamon State University offers you a number of unique advantages. At Illinois' only public affairs university, you may learn and prepare for your career using the state's capital city as an educational laboratory. The workings of Illinois' government provide the subject matter for a variety of experiential learning programs — you'll be gaining valuable practical experience along with solid academic instruction.

Sangamon State's faculty are committed to teaching. These professionals — economists, journalists, political scientists, artists, scientists, and humanists — place the needs of students first. And, because our University is small, instructors can provide personal attention in generally small and informal classes.

The University has achieved an effective blending of old and new, a cohesive union of the traditional and the nontraditional in higher education. Individuals who graduate from Sangamon State are qualified professionals, grounded in the liberal arts and challenged to think critically in today's world. I invite you to become one of them.
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Calendar 1983-1984

**Fall Semester 1983**
August 18-20, 22, Thursday-Saturday, Monday
August 22, Monday
September 5, 6, Monday, Tuesday
October 15, Saturday
November 23-26, Wednesday-Saturday
December 17, Saturday

**Spring Semester, 1984**
January 13, 14, 16, Friday, Saturday, Monday
January 16, Monday
March 10, Saturday
March 12-17, Monday-Saturday

May 12, Saturday

**Summer Session, 1984**
June 1, 2, 4, Friday, Saturday, Monday
June 4, Monday
July 4, Wednesday
July 28, Saturday
General Information
This Is
Sangamon State University

Philosophy and Purpose

Sangamon State is an upper-division and graduate university committed to a concept of higher education that compels it to reach out into the community and respond in meaningful ways to the needs of today's students and the demands of contemporary society. The mandate of the University is to address public affairs within the framework of a liberal arts curriculum and to stress practical experience, professional development, and innovative teaching.

Continuing the philosophy of open admission and affirmative action generated by the state's community colleges, Sangamon State provides opportunities for upper-level and graduate education to a broad spectrum of students: transfers, individuals resuming an interrupted education, employed persons seeking to upgrade themselves in their current positions or to prepare for second careers, and area residents wishing to enhance their personal lives.

As the public affairs university for the state of Illinois, Sangamon State addresses itself to specific and general needs of government and society through special courses, projects and student internships. The University also prepares people for public service and fosters an active understanding of social, environmental, technological and ethical problems as they relate to public policy.

Faculty members at Sangamon State University have a commitment to the individual student. Excellent teaching is the faculty's highest priority, and research and publication serve as support for teaching. Many classes are small and informal and permit easy relationships between students and professors. Faculty members also serve as students' academic advisers. The adviser acts as a central contact and helps the student develop a meaningful and enriching program of study.

Many of Sangamon State University's academic programs are designed to bring together the world of public affairs and the world of higher education. The task is to teach people and prepare them for effective participation in a changing society.

Governance

Sangamon State is one of three institutions governed by the State Board of Regents under the supervision of the Illinois Board of Higher Education. The other Regency schools are Illinois State University at Normal and Northern Illinois University at DeKalb.

A single organization, the University Assembly, has been established as an advisory body to help guide the campus community. Formed in November, 1970, the Assembly represents the various Sangamon State constituencies. The Assembly is made up of three senates — student, faculty, and staff — each senate elected by its own constituency. The University Assembly system provides a forum for ideas and ensures the effective sharing of responsibility for development of policy suggestions and recommendations.

Accreditation

Sangamon State University is fully accredited by the Commission of Institutions of Higher Education of the North Central Association of Colleges and Schools.

History

Sangamon State University was established by the Illinois General Assembly in 1969 as the first of two senior institutions in the state. The upper-level concept of Sangamon State and Governors
State University in Park Forest resulted from an extensive study by the Board of Higher Education. The BHE conceived of the upper-level concept as an innovative response to both the growth of the state's community college system and to the need for new ways for individuals to enter upper-division and graduate study.

As the state's public affairs university, Sangamon State was located in the capital city. Community leaders in Central Illinois who were deeply aware of the local and regional demand for higher-education opportunities provided further impetus to locate a university in Springfield. A million-dollar citizens' fund drive raised the money for supplementary land acquisition and demonstrated the sincere commitment of the community to Sangamon State and its mission.

Dr. Robert C. Spencer, then dean of the Graduate School at the University of Rhode Island, was chosen in the summer of 1969 as Sangamon State's founding president. The University opened its interim facilities for the fall term of 1970. The initial enrollment was some 800 students, with a faculty of 45.

In September 1978, Dr. Alex B. Lacy, Jr., became the University's second president. Dr. Lacy came to Sangamon State University from the National Endowment for the Humanities where he served as director of the Division of Public Programs. He holds a Ph.D. in political science from the University of Virginia and is a former dean of the School of Urban Life at the University of Georgia.

Sangamon State currently has some 3,600 students and a faculty of 200.

Campus

The first permanent building on the campus is the Norris L. Brookens Library, completed in December 1975, and named for the late chairman of the Illinois Board of Regents. It is a major learning-resources center designed to support the University's academic programs. It also contains temporary classroom and faculty office space. As future permanent buildings are completed, these temporary spaces will be phased out and replaced by expanding library stock and reader areas.

The second permanent building is the Public Affairs Center (PAC). Opened in October of 1980, the 124,340 sq. ft. building includes the 1,951-seat University Auditorium which is equipped for dramatic and musical performances; a studio theatre; cafeteria and restaurant; and offices, classrooms, laboratories and conference rooms. The PAC was planned to carry out the University's public affairs function. Its facilities have been specifically designed for those academic programs having a distinct public affairs thrust.

Modern, attractive, steel interim buildings in well-landscaped settings have been constructed to reflect the open operating style and spirit of the University. They make up the remainder of the campus currently in use.

The campus is easily reached from I-55. Persons coming from the north should take Exit 94 (Stevenson Drive), following the directional signs on Stevenson Drive to West Lake Drive, and south to the campus. Coming from the south, take Exit 90 (Toronto Road).

Springfield As Campus

At Sangamon State the campus is the community. Academic programs are structured to make maximum use of the capital city's learning resources. Chief among these are the state and federal agencies which provide internship, experiential and research opportunities. Students have access to the deliberations of the General Assembly and the committee hearings where the state's legislative policies are debated. Legislators, lobbyists, agency heads, commissioners, and holders of major political offices are a vital part of the Springfield scene and an incomparable human resource. Politics in all its forms can be studied in Springfield, from the day-to-day functioning of regulatory commissions, leg-
islative committees, or party caucuses, to picketing lines of demonstrators on the Statehouse lawn.

Programs in the health field capitalize on downstate Illinois' largest medical center which includes the Southern Illinois University School of Medicine, three hospitals, 300 physicians and 18 nursing homes.

Programs in the humanities use such community resources as Sangamon-Menard counties' rich collection of historic sites and museums. One of those sites, the Clayville Rural Life Center, is under the aegis of the University, affording unique opportunities for studies in historic site interpretation, rural life, historic crafts, and museum work.

These community-based learning opportunities are supplemented by specialized libraries. Among these resources available to students are the Illinois State Library, the Illinois State Archives, the Illinois State Historical Library, the Supreme Court Library and the SIU Medical Library. Two other institutions of higher education are located in Springfield — Lincoln Land Community College and Springfield College in Illinois.

Springfield is known as the Prairie Capital, and derives much of its character from its location in Illinois' rural heartland. With a population of almost 127,000, it is located less than 100 miles from St. Louis and less than 200 miles from Chicago, offering convenient access to urban centers. The city's major employers are city, state, county and federal governments; healthcare delivery systems; insurance companies; and other service industries. There are 16,000 public employees in Springfield, and more than 100 state and national organizations are headquartered here.

Sangamon State University Foundation

The Sangamon State University Foundation is a charitable not-for-profit corporation formed to assist in developing the facilities and programs of Sangamon State University.

The foundation's goal is to provide broader educational opportunities and benefits for students, faculty, alumni and the public by encouraging contributions of money, property, art, historical material or any other gift which enhances the work and mission of the University.

Support for student financial assistance, facilities, applied study experiences and public affairs programs are also ongoing goals of the foundation. Donations of grants and scholarships to the foundation continue to assist students.

Alumni Association

Sangamon State University's graduates are served by the University's Alumni Office, which publishes an alumni newsletter, Alumnnews. The Alumni Association seeks to keep the alumni aware of what's happening on campus and offers members numerous special services and privileges. The association underwrites a substantial scholarship program. It has provided program support to WSSR Radio and purchased trees and shrubbery for the campus. The Alumni Association's primary goals are to provide financial assistance to students, provide graduates with services and programs, and maintain a cooperative relationship with the University.

Public Affairs at Sangamon State University

As the public affairs university in the Illinois state system of higher education, Sangamon State directs educational, research and service efforts toward solution of public problems facing the state and its local communities. Emphasis is
on a coordinated, interdisciplinary approach to problem-solving, training and communication through the following centers and services: the Center for Community and Regional Studies, the Legal Studies Center, the Center for Policy Studies and Program Evaluation, and the Illinois Legislative Studies Center.

Each center and service program is charged to develop applied research and service activities which effectively address problems of state and local significance. Each unit has a small permanent core of faculty with joint appointments in the center and in an academic program. Specific projects draw additional staff from among the faculty who are temporarily attached to the unit. Both groups of faculty members have teaching and other obligations during the period of their assignment to the project. This linkage serves to bring faculty members' public affairs experience to the classroom. It also provides a flexible staffing pattern which matches relevant faculty expertise to public problems and helps to ensure maximum benefit for instructional programs.

Center for Community and Regional Studies

The Center for Community and Regional Studies is mandated to address public affairs issues in Illinois. The center pursues this mandate by directing its activities toward problems and issues which concern communities in the central Illinois area served by Sangamon State University.

The Economic-Business Research Service is an organized research effort of the center designed to develop and evaluate economic data and activities relevant for business, community, and regional growth and development. Research services are available to central Illinois firms, agencies, and communities. Research summaries are available in the Economic-Business Review for Central Illinois published quarterly by the center. In addition, the Review publishes timely articles and commentary by academics and practitioners and provides regular information and analysis of business trends and conditions in central Illinois.

Other center activities focus on research and public service in the areas of local government and the environment. The Local Government Internship Program recruits qualified graduate students for paid, part-time internships with agencies involved in local government. The internships, as well as graduate assistantships, offered through the center, provide opportunities for students to integrate academic training with practical experience.

Center research and service activities are coordinated with other university resources and made accessible to university and external communities in several ways. A Survey Research Office provides assistance in survey research design, administration, and analysis to faculty, other centers, and external clients. The Intergovernmental Clearinghouse provides indices to state publications and other materials, assists faculty in obtaining census and other data, and is preparing a telephone accessible library of taped messages on topics of interest to local communities.

The center publishes newsletters, monographs, reports, and books on issues affecting communities and surrounding regions. These issues are also addressed through training programs, development seminars, conferences, and other projects designed to enhance or improve the quality of service of community and regional institutions.

Center for Legal Studies

The Center for Legal Studies was developed to focus research and service efforts on the legal system of Illinois. The center's fundamental objective is to contribute to the better understanding and improvement of the Illinois legal system in ways accessible to scholars, policy-
makers, practitioners and the general public. The center fulfills its mission through the performance of four functions: training, law-related education, research, and public service.

The center's activities in these areas address significant issues and problems in the state. The center conducts in-service training for court personnel and those who must deal regularly with the courts or their alternatives. Law-related education activities, such as the sponsorship of teachers' institutes and the development of educational materials and publications, are designed to foster and improve teaching about the law. Research projects address the theoretical and conceptual aspects of public issues in the Illinois legal system. The center's public service and public education projects focus on ways to contribute to the improvement of the legal system and public awareness of the law through preparation of reports on specific issues, and through radio programs, conferences, public information brochures and other activities.

Among the areas of center concern are criminal and juvenile justice, the courts and judiciary, alternatives to courts, family and child welfare law, and jurisprudence. A number of center projects have attracted external funding for intensive effort in many areas.

The functions and activities of the center provide Sangamon State University faculty, staff, and students with many opportunities to supplement academic program interests. The center works with the academic programs and other public affairs centers to provide educational experiences for students. Graduate and undergraduate students have assisted in the development and implementation of training and research projects conducted by the center.

**Center for Policy Studies and Program Evaluation**

The Center for Policy Studies and Program Evaluation contributes to the public affairs mandate of Sangamon State University through a broad range of programs. These programs are designed to help improve governmental performance in Illinois, particularly at the state level. In carrying out its mission the center conducts a variety of program activities: problem-solving research; technical assistance to agencies; training programs; and a public sector internship program.

Center research includes both independent studies of major public problems facing Illinois and research undertaken at the request of governmental units. This research emphasizes the use of analysis to clarify public issues and possible policy alternatives. Technical assistance is offered to governmental and other public sector organizations on internal managerial issues and on questions of policy-making and program implementation. Management training and executive development activities include individual consultations, workshops and conferences, specialized courses, training needs assessments, and long-term development of training activities.

The Graduate Public Service Internship program makes a significant contribution to both the problem-solving mission of the center and to the broader educational mission of the University. Graduate interns from a wide range of colleges and universities in Illinois serve with many state executive branch departments and agencies. Students actively participate in the work of a state agency while completing a two-year graduate degree in one of a variety of related fields.

In its varied activities the center pursues a dual mission — to extend the resources of the University through public service and to further scholarly understanding.

**Illinois Legislative Studies Center**

This center coordinates University activities related to the Illinois General Assembly, including experiential educa-
tion, applied research and public service.

The Illinois Legislative Staff Internship Program, the Illinois Private Sector Internship Program, and the Applied Legislative Study Term are major educational components of the ILSC. The Legislative Staff Internship Program is coordinated for the Illinois Legislative Council by the center. It provides an opportunity for outstanding graduate students from throughout the state and nation to serve with leadership or nonpartisan research agency staff for a period of nine and a half months beginning Oct. 1. The Private Sector Program is a variable length, graduate-level experience. In this program, interns are placed in private associations which relate to the General Assembly.

Applied research projects of the center are generally directed toward the function and structure of the General Assembly and toward questions of public policy or legislative processes. They afford both students and faculty the opportunity to conduct research and study in the legislative setting.

Public service activities have included sponsorship of conferences, forums, and training sessions for a wide variety of people interested in the General Assembly and the publication of a civics education newspaper, Capitol Commentary.

The center publishes occasional monographs which report the research projects and conferences conducted under its auspices.

**Public Affairs Colloquia**

Sangamon State University offers a unique University-wide curricula in Public Affairs Colloquia. Each semester at least 20 different colloquia are offered. The goals and objectives of Public Affairs Colloquia are: (1) to provide the opportunity to explore contemporary public issues and situations and to cultivate an informed awareness; (2) to provide an interdisciplinary approach to issues for a better understanding of those issues and to strengthen skills of research and problem-solving; (3) to investigate the formulation and implementation of public policy and to realize the multidisciplinary consequences of that policy; (4) to foster and preserve a sense of community through shared information and intellectual values which transcend disciplines. There are no prerequisites for these courses.

Master's degree candidates are required to complete at least four hours. This requirement is normally not waived. Students are encouraged to select a PAC outside of their program of study. Descriptions of PACs are published in the Course Schedule each semester.

**Intersessions**

Each year a special PAC is offered in an intensive week-long Intersession. Nationally and internationally prominent figures are brought to the campus to address the Intersession topic. Opportunities for small group discussions with these figures and the Intersession faculty are integral to the course. Topics have included: The Energy Decade; Confronting Inequality in 1980; Individual Freedom and the State; Science and Human Values; and The Struggle for Peaceful Conflict Resolution.

The Intersessions, which combine the expertise of many faculty, illustrate the multidisciplinary approach of the Public Affairs Colloquia.

**Special Features Of Sangamon State University**

**The Library**

The Norris L. Brookens Library provides an extensive collection containing
more than 270,000 volumes, 3,000 journal subscriptions, and 75,000 government publications, as well as a variety of musical and spoken recordings, simulation games, audio and video tapes, slides, and microform collections. Equipment for using nonprint materials may be obtained through the Loans Desk. For materials not in the SSU Library, interlibrary loan service is provided without charge to qualified borrowers. Statewide borrowers' cards give graduate students access to the libraries of other state supported academic institutions. Sangamon State University students also have direct borrowing privileges at all area academic libraries, as well as at 14 Illinois libraries participating in LCS, a cooperative computer network.

In addition to traditional library services, the library provides instruction in the use of its resources. Instruction in search strategies and library research methods is available by appointment, in bibliographic workshops, in modules of core courses, and in a University course called "Library Research." Workshops and individual tutoring in the use of media equipment are offered in the Media Lab.

Laboratory Facilities

One of the strong features of the natural science programs at Sangamon State University is the wide array of modern, sophisticated instrumentation which is available for use in the classroom and for independent projects. Since scientific investigation is becoming more and more technically demanding, there is increasing need for people who have acquired a high level of competence in the use of sophisticated laboratory instruments. For this reason, Sangamon State University laboratory facilities are intended for student use so that students can, in addition to their theoretical studies, gain marketable technical skills.

Computer Service

Students and faculty use the University Computing Center for instructional and research activities. The center consists of a computer room in Building J-127, a terminal lab in J-123, a microcomputer and terminal lab in H-56, a PLATO lab in H-58 and a computer graphics lab in J-133.

The center is open Monday through Thursday, 8 a.m. to 11 p.m.; Friday, 8 a.m. to 5 p.m.; Saturday, 9 a.m. to 5 p.m.; and Sunday, 2 p.m. to 6 p.m.

CRT and hard-copy terminals in the terminal labs and at other campus locations operate on-line to the Hewlett-Packard HP-3000 computer on campus, to the Educational Computing Network (ECN) CDC computer, or to IBM and CDC computers at the University of Illinois, Computing Services Office (CSO) in Urbana. Batch operation is available to all computers. Consultants are provided to assist new users. Student employment positions as consultants or computer operators are available to students wishing to gain valuable learning experience.

PLATO is the largest computer-aided instruction system in the world. Through the six terminals, students gain access to thousands of lessons in more than a hundred different areas, ranging from accountancy to zoology. The PLATO computer system is regularly used by faculty in many programs to provide instructional material to students enrolled in their classes.

Radio Station

Sangamon State's public radio station, WSSR, began broadcasting on Jan. 3, 1975, with a full schedule of music, public affairs events, cultural activities, academic-credit courses, and other programs not normally a part of commercial broadcasting. The station is operated by a professional staff supplemented by participating faculty, staff, students on work/study assignments, and individuals from the community. Committees of University and community members help guide policies and procedures.
WSSR, at 92 on the FM dial, operates in stereo, and is on the air 21 hours each day, seven days a week. Its 50,000 watts of power carry programs throughout an 80-mile radius of Springfield. A program guide, WSSR Montage, is published monthly and distributed to interested listeners who help to support the station through voluntary subscriptions. Both federal and state monies supply basic financial support to the station.

Sangamon State radio programming includes productions from National Public Radio, United Press International news and audio services, and locally produced specialties.

Clayville Rural Life Center and Museum

Clayville is an outdoor museum of history and folk life located 20 miles from campus, 12 miles northwest of Springfield on Route 125. Rural life and material culture as well as historic interpretation may be studied there. During the season from May 1 through October 31, student employment positions offer practical experience in interpretation with visitors and school children and in museum maintenance and historic preservation. During the winter months there are additional opportunities for graduate students to do research and program and exhibit planning.

Academic courses are available to students who wish to pursue museum studies, historic site management, and environmental education at Clayville. The History Program offers courses in museum history and museum methods, historic craft research, and historic preservation. The Environmental Studies Program offers two courses focusing on material culture — Midwest rural life and its European and American backgrounds. Another course, Mornings at Clayville, offers experience in preparing materials for, and working in, a five-hour intensive living history program for fifth-graders. Graduate students may combine courses from both programs for preparation in museum, historic sites, and parks and recreation work.

The 11-acre museum was given to the Sangamon State University Foundation in 1973 by Springfield physician Emmet Pearson and his wife, Mary. They first opened the museum in 1961, inspired by the European open-air museums which pioneered in this new kind of institution in the 1890s. They built the collections during a 12-year period. The Clayville Folk Arts Guild, founded in 1968, conducts special event weekends and festivals in the spring and fall. The guild's goal is to recover, preserve, and provide instruction for traditional trades, crafts and activities. Graduate students are encouraged to join and work with the group to gain experience in volunteer museum organizations.

The museum's collections are outstanding for their early Midwest history and material culture and thus are an invaluable resource for students. The one original on-site structure, the combined inn and farmhouse, built by a New Jersey family in 1824, is a place where living history techniques of 1840s cooking, gardening and household activities can be both researched and applied. Exhibit workshops for blacksmithing, printing, broommaking, woodworking and other 19th-century trades and activities are available for actual use. A variety of other historic structures permits study at first hand of traditional architecture built by people from different parts of the East and South. The tools and simple machines, furniture and household utensils are much more accessible than in most museums — many artifacts can be handled and used.

University Courses

In addition to courses offered in academic programs and the Public Affairs Colloquia, Sangamon State offers a number of University courses. Subjects which do not fall into either the category of disciplinary (programmatic) courses or
PACS, but are worthy of academic credit are offered under the University (UNI) number system. UNI courses provide specialized knowledge and skills in academic areas which are not established components of the University's curriculum. Such courses impart intellectual skills with a theoretical and an analytical basis but do not necessarily have a multidisciplinary aspect.

Descriptions of UNI courses are published in the Course Schedule each semester.

Media-Based Courses

Each semester, Sangamon State University offers several learning opportunities through the media — radio sideband, television and newspaper courses. The University's radio station provides the mechanism for offering a special educational broadcasting frequency. Students who register for these side-band radio courses are provided with a special receiver. The major portion of the educational material is provided through the reading material and the broadcasts. Campus discussions are also conducted. Other courses are offered through newspapers and TV in a similar manner.

Students may earn regular college credit and may enroll in these courses as they would for traditional courses.

Tutorials

As one expression of the University's commitment to serve individual learning needs wherever appropriate and feasible, full-time and adjunct faculty members occasionally agree to act as supervisors for independent study in the form of tutorials. Tutorials, which can be taken at either the undergraduate or graduate level for variable amounts of credit, are intended to supplement, not supplant, regular course offerings. A student desiring to structure a one-to-one learning experience not otherwise available in the class schedule but relevant to his or her program of study must secure the consent of a faculty member with appropriate expertise and willingness to serve as supervisor. Prior to registration, the student should submit a tutorial proposal form to the prospective faculty tutor, who may accept, modify, refer, or reject it. Normally, the form indicates the proposed title, topic, method of study, amount of tutor-student contact, and means of evaluation, as well as the level of study and the hours of credit sought. If the tutor accepts the proposal, he or she signs a With Permission of Instructor (WPI) form which permits the student to register for the tutorial. At the end of that semester, the tutor then records the student's final evaluation, which appears on the transcript by course number, title, and number of hours of credit earned.

University Publication

Illinois Issues is a monthly magazine of government and public affairs operating under the guidance of a board appointed by the presidents of Sangamon State University and the University of Illinois. The magazine has established a solid reputation for thoughtful commentary and analysis of state issues in several fields: energy, environment, taxation, education, business, and labor. It regularly covers the actions of all three branches of state government and local government. Illinois Issues enlists authoritative writers — academics, journalists, business, labor and government professionals — to present clear and objective reports on the people, problems and processes of government in Illinois. The magazine also publishes the following columns on a regular basis: "The State of the State," "Chicago," "Washington," "Politics," and "The Media."

First published in January 1975, the magazine's current circulation is approximately 5,000. It is supported by the two sponsoring universities, grant and subscription income, and contributions from individuals and Illinois businesses.

The Learning Center

The Learning Center is a personalized
tutoring service offering academic support to students. Specialists in reading, writing, and mathematics and a corps of outstanding students trained as tutors provide individual and group instruction in a wide variety of areas. Students may obtain help with particular subjects or general academic development. The Learning Center assists all persons interested in developing their competencies to the highest possible level.

The center is open from 9 a.m. to 7 p.m. Monday through Thursday and 9 a.m. to 5 p.m. on Friday. Appointments assure the student of reserved time with staff members. Special times can be arranged if the regular hours do not meet student needs. The center is located in room F-50.

Graduate Admission

Individuals who have earned a bachelor's degree from a regionally accredited college or university and have, through their performance as undergraduates, demonstrated their ability to pursue graduate work, are eligible to apply for admission to Sangamon State University with graduate standing.

Admission Procedure

The prospective student may write to the Office of Admissions and Records, Sangamon State University, Springfield, IL 62708 for an application form or call toll-free from within Illinois, 800/252-8533.

An official transcript should be forwarded from the college or university awarding the applicant's baccalaureate degree.

The application should be submitted at least one month prior to the beginning of the semester in which the student wishes to begin course work. (See calendar.) If it becomes necessary to close admissions before the announced deadline, Sangamon State University will admit students in order of receipt of completed applications.

Alternative Admission Opportunity

Admission to undergraduate or graduate study is possible for applicants through Alternative Admission. The University evaluates nontraditional educational growth through the assessment of: extensive life and work experiences (by submission of a narrative autobiography); competency in the general education areas (by submission of scores from the College Level Examination Program); and corroborative evidence from persons familiar with the learning experiences (by submission of letters of recommendation). Additionally, applicants must submit an official transcript from each college or university attended. Please contact an admissions officer for further information.

Special Admission

Sangamon State University encourages persons 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. Graduate students may enroll through the Special Student category which permits registration in individual courses without the regular admissions procedures and without a commitment to a particular degree program.

Special Students are not required to file all of the documents necessary for admission to a degree program. Special Students will usually take one course each semester and will be asked to define their educational goals before exceeding 12 semester hours. A Special Student who chooses to become a candidate in a degree program will then be required to complete the normal admissions procedures. At that time, course
work taken as a Special Student will be evaluated by the program to determine what credit can be applied to the chosen degree program. A maximum of 12 hours taken as a Special Student may be applied toward a degree.

**Matriculation into a Graduate Program**

Students who expect to receive a graduate degree must seek matriculation into a degree program. It is recommended that the application process be started as soon as possible after admission to the University. Each academic program has established requirements for admission into that program in accord with general University policy. Individual program admission requirements include statements of procedures for ascertaining the written and oral communication skills expected of students entering the program. The requirements are detailed in the program statements in the course description section of this catalog.

**Admission for International Students**

The University seeks to maintain a cosmopolitan atmosphere consistent with its interest in literacy, public affairs, lifelong learning, and problem-solving. To that end it admits international students whose academic preparation and educational and personal goals indicate they will be well served at Sangamon State University.

To assist the admissions office and academic programs in evaluating applications from foreign students, additional steps are required beyond the admission procedures already indicated. These include providing a statement of educational goals and evidence of suitable academic preparation, financial responsibility, and proficiency in the English language appropriate to graduate study in the United States. Materials describing specific ways of meeting these requirements are available from the Office of Admissions and Records.

International students are urged to request these materials at least one year before their planned first enrollment. Students applying from abroad must meet early deadlines for completing their files to assure time for processing their visas. Deadlines are June 1 for the Fall Semester, Nov. 1 for the Spring Semester, and April 1 for Summer Session. International students transferring from colleges and universities in the United States also are urged to observe these deadlines. However, their files will be reviewed if completed after these dates.

**Transfer Credit at the Graduate Level**

Students wishing to apply graduate credit earned at other institutions toward a graduate degree at Sangamon State University may request the transfer of not more than 12 semester hours of such credit. The credit must have been earned at an institution regionally accredited at the graduate level and must have resulted in a letter grade of "B" or better or that institution's equivalent.

**The Senior Learner Program**

The Senior Learner Program, begun in January, 1976, is open to all people who have reached their 62nd birthday by the day of registration. The program affords them the opportunity for study in special interest courses, to audit courses, park on the campus, and borrow books from the University library at a reduced rate of $10 per term. This program does not provide academic credit for courses audited. For advising and registration information, contact the Office of Continuing Education.

**Degree Programs and Areas of Study**

Sangamon State University offers 23 graduate programs, plus concentrations
within several programs, from which students can choose courses of study. Programs range from traditional disciplines such as History, Economics and Biology to more career-oriented concentrations such as Human Development Counseling or Business Administration, to interdisciplinary programs which focus on topics such as Environmental Studies or Communication. In addition, Sangamon State University offers an unusual alternative called the Individual Option Program.

The Office of Advising and Counseling is available to provide assistance to students who are choosing an academic program. This assistance includes life/career planning, vocational testing and interpretation, and referral to appropriate academic programs for further information.

**Degree Programs**

Sangamon State awards the following degrees:

- **Master of Arts in Business Administration**, M.A.B.A.
- **Master of Public Administration**, M.P.A.
- **Master of Arts**, M.A.
  - Accountancy
  - Biology
  - Child, Family, and Community Services
  - Communication
  - Community Arts Management
  - Economics
  - Educational Administration
  - Environmental Studies
  - Gerontology
  - Health Services Administration
  - History
  - Human Development Counseling
  - Individual Option
  - Legal Studies
  - Literature
  - Mathematical Systems (three concentrations)
    - Computer Science
    - Mathematics
    - Statistics
  - Political Studies
  - Public Affairs Reporting
  - Psychology
  - Sociology/Anthropology
  - Social Justice Professions (three concentrations)
    - Human Services
    - Law Enforcement
    - Administration of Justice

**The Individual Option Program**

The Individual Option Program provides students with a unique opportunity to design their own major concentrations. The program is designed for the student who wants to combine areas of study rather than to pursue a traditional single discipline, or who wants to focus on an area of study which is not covered in the established programs at SSU but for which faculty competencies and other resources are available.

Generally, Individual Option programs are based on broad topics or problems which interest students and for which appropriate faculty and other resources can be provided. An Individual Option Colloquium is offered for the purpose of exploring and developing each student's course of study. The student works with an advising committee of faculty and peers in preparing an individual degree program.

People who wish to pursue a degree in areas such as Women's Studies, Energy Studies, and Studies in Social Change will find the Individual Option Program well suited to their needs.

**Thematic Activities**

Thematic activities are multidisciplinary explorations into current issues and problems through such means as courses, research, conferences, experiential learning opportunities, and community outreach.

These opportunities are organized through the Innovative and Experimental Studies Cluster with faculty and students throughout the University. Themes have included:

- Energy Studies
Holistic Studies
International Studies
Studies in Social Change
For further information see individual descriptions.

Internships and Experiential Learning

Experiential learning is an integral part of education at Sangamon State University. In addition to the internships offered through the public affairs centers, internship/practicum opportunities are offered by the following academic programs: Public Administration; Child, Family, and Community Services; Community Arts Management; Environmental Studies; Gerontology; History; Human Development Counseling; Individual Option; Legal Studies; Psychology; Public Affairs Reporting; Social Justice Professions; Applied Mathematics/Statistics (Mathematical Systems); and Political Studies. Additional information may be obtained from the individual programs.

Research at Sangamon State

Conventional research opportunities are available to students in most academic programs. In addition, Sangamon State offers unique opportunities for applied research through its public affairs centers. Emphasis in the centers is on a coordinated, interdisciplinary approach to problem-solving, training, and communication. Many of the University's internship/fellowship programs are also coordinated by the centers.

Although Sangamon State does not offer doctoral study programs, it collaborates with neighboring universities in meeting doctoral student needs for research and residency in the Springfield area.

MASTER'S DEGREE REQUIREMENTS

General Requirements

To earn a master's degree from Sangamon State University, a student must fulfill the following requirements:
• Meet program matriculation requirements.
• Earn the number of semester hours of graduate credit required by the student's academic program, of which all but 12 semester hours must be earned at Sangamon State University.
• Earn a minimum of four semester hours of credit in Public Affairs Colloquia.
• Complete successfully the Illinois and United States constitution examinations in order to satisfy the requirements of Illinois School Code Sec. 27-3. (Must be completed at the collegiate level.)
• Complete the Master's Project.
• Complete the Graduation Contract.
• Pay a graduation fee of $15. (Subject to change.)

Catalog Requirements

Students may choose to meet the academic program requirements of the Catalog in force at the time of their admission to the University as a degree-seeking student, or of any Catalog in force during a period subsequent to admission not to exceed five years for master's degree candidates or seven years for bachelor's degree candidates. Students unable to complete graduation requirements within that period may, at the discretion of their academic program, be held liable for the requirements in the Catalog in the year of graduation.

Advising and Supervision of Graduate Study

Each graduate student should select an adviser promptly, ideally before admission, but definitely before matriculation. The adviser exercises direct supervision over the work of the student seek-
ing a graduate degree. The signature of the adviser is required on the course planning form for degree-seeking graduate students registering for any given semester. This form is available to students only through the adviser. The adviser also assists the student in preparing to meet all University and program requirements for the graduate degree.

Master's Project
Every degree candidate is required to complete a Master's Project, which demonstrates the student's mastery of some area of competency within his or her major. The exact nature and format of the project are determined by the individual program. However, every project must have an identifiable academic focus and must include a written component.

The specific project must be approved, before it is begun, by a faculty committee composed of: the director of the student's project; a faculty member from the student's program selected by the student; and a faculty member from outside the program appointed by the appropriate associate dean. The director of the student's project convenes the committee. The form of the presentation of the student's completed project is at the discretion of the program. For example, it may take the form of a brief oral summary of a paper followed by questions at an open meeting, a seminar report, or completion of a special course.

When the student and the project director have determined that the project is ready for presentation, the director reconvenes the student's committee to consider the project. Satisfactory completion of the project must be certified by unanimous recommendation of the student's committee, and following the presentation, the written portion of the project must be filed in the University library.

Constitution Requirement
The Illinois School Code (Sec. 27-3) requires all students graduating from public institutions in Illinois to successfully complete an examination on basic principles, documents and practices of the governments of the United States and state of Illinois. Credit earned in certain courses at SSU or other institutions may be approved in lieu of a specific examination. This requirement must be satisfied once at the collegiate level. Nonresident aliens who are returning to their home country immediately upon graduation are exempt from the requirement. For further information, consult the office of the Dean of Students.

The Second Master's Degree
All program and University requirements for the master's degree are in effect for students who have previously earned an advanced degree. However, the Public Affairs Colloquium requirement is waived for those who have completed that requirement at the graduate level.

Graduation Contract
The graduation ceremony for the awarding of the bachelor's and master's degrees is held at the end of the Spring Semester. However, a student may file a Graduation Contract during any semester or summer session in which the student feels he or she will complete the degree requirements.

The contract must be approved by the student's adviser, the program convener or director, and the appropriate associate dean. The student should submit the contract to the Office of Admissions and Records not later than the end of the eighth week of classes during a semester or the end of the fourth week of classes during a summer session. Students may submit Graduation Contracts for early evaluation during the semester or session prior to their graduation. Contract forms are available in the Office of Admissions and Records.
Academic Standards

Academic Load

For purposes of tuition and fees, a student enrolled for 12 or more semester hours of course work during the Fall or Spring semesters, or six semester hours of course work in the Summer Term, will be considered a full-time student. Students enrolled for less will be considered part-time.

Most courses at Sangamon State University consist of four semester credit hours. The normal course load for a full-time graduate student is normally three courses or 12 semester hours. The normal course load for a part-time student is one or two courses or four to eight semester hours.

Any graduate student who wishes to enroll for more than 18 semester hours during the Fall or Spring semesters or eight semester hours during the Summer Session must wait until the official add/drop period to enroll in the additional courses. The student must also submit to the Office of Admissions and Records a completed “Student Petition” form. If the overload is for 19 or 20 hours, the student’s adviser and program representative must approve the petition. If the overload is for 21 or more hours, the petition must be signed by the student’s adviser, program representative, and associate dean of the the cluster in which the student is a major. During the Summer Term, any overload beyond eight semester hours must be approved by the student’s adviser, program representative, and the associate dean of the cluster in which the student is a major.

A graduate assistant’s normal load is 20 hours for an academic year, usually two 10-hour semesters. A graduate assistant may register for six hours during the Summer Term. If a graduate assistant wishes to enroll for more than 20 hours in any academic year, he or she must have the approval of the adviser, program representative, and the associate dean of the cluster in which the student is a major.

Grading

Students receive grades according to the following letter grade scale.

<table>
<thead>
<tr>
<th>GRADE SYMBOL</th>
<th>DEFINITION</th>
<th>GRADE POINTS PER HOUR</th>
<th>EXPLANATION AND RESTRICTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3.0</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>Fair</td>
<td>2.0</td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>Marginal, but passing</td>
<td>1.0</td>
<td>A maximum of 8 hours of C grade at the graduate level is applicable to the degree provided that each hour of “C” is balanced by an hour of “A.” Individual graduate programs may not accept certain courses in which “C” grades are earned. Courses in which “D” grades are earned are not applicable to the graduate degree.</td>
</tr>
<tr>
<td>Grade</td>
<td>Description</td>
<td>Value</td>
<td>Note</td>
</tr>
<tr>
<td>-------</td>
<td>-----------------------------------------------------------------------------</td>
<td>-------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>U</td>
<td>Unsatisfactory, or unofficial withdrawal</td>
<td>0.0</td>
<td>Courses in which “U” grades are earned do count in determining grade point average, but they do not apply toward graduation.</td>
</tr>
<tr>
<td>CR</td>
<td>Credit. Used only in Credit/No Credit grading option</td>
<td>----</td>
<td>For use in CR/NC option. “CR” represents a grade of “C” or better.</td>
</tr>
<tr>
<td>NC</td>
<td>No Credit. Used only in Credit/No Credit grading option</td>
<td>----</td>
<td>Students who earn grades of “D” or “U” in courses for which they are enrolled under the Credit/No Credit option will have “NC” recorded on their transcripts.</td>
</tr>
<tr>
<td>W</td>
<td>Authorized Withdrawal</td>
<td>----</td>
<td>A “W” will appear on the student's transcript for the course(s) from which the student officially withdrew.</td>
</tr>
</tbody>
</table>
| I     | Incomplete                                                                  | ----  | A student may request an incomplete from the instructor when all work for a course has not been completed.  
An “R” symbol will continue to be printed on a student's grade report until the course work has been completed and a grade has been assigned. During the interim, re-registration in continuing educational experience is not necessary. |
| R*    | Deferred. Used only for courses of an individual continuing nature such as graduate research | ----  | Changes of enrollment from credit to audit may be done at any time during the term at the discretion of the student and the faculty member. If an auditing student does not attend classes regularly, the instructor may determine that the audited courses should not be placed on the student's transcript. A student may not change from audit to credit in any course, nor can credit for the audited course be established at a later date. |
| AU    | Audit. No grade or credit earned                                            | ----  |                                                                                                                                                                                                 |

Academic Standards
Instructors may submit pluses and minuses for grades A through D.

<table>
<thead>
<tr>
<th>GRADE</th>
<th>GRADE POINTS PER HOUR</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>D-</td>
<td>0.7</td>
</tr>
</tbody>
</table>

*Courses for which an “R” grade may be awarded will be designated in advance.

**Credit/No Credit Grading Option**

Students who select the Credit/No Credit (CR/NC) grading option must designate their intent before the course is three-fourths completed (see schedule under Withdrawal From Courses). No changes are acceptable after this date. While academic programs cannot contradict University policy, which allows students to take at least some courses on a Credit/No Credit basis, limits on the number of credit hours earned under the Credit/No Credit grading option may be established by the programs.

Credit is awarded under the Credit/No Credit grading option when students' work represents a grade of “C” or better. The instructor submits a grade of CR which is recorded on the transcript. Under this option, when students' work is not equivalent to “C” or better, a grade of NC is submitted by the instructor and recorded on the transcript.

Courses taken under the Credit/No Credit grading option are not included in the calculation of the grade point average. For courses taken under this option the symbols W, I, R, and AU will be recorded on the grade reports and transcripts where applicable.

**Incomplete Work**

A student who has not completed all work at the end of a term may request an Incomplete (I) from the instructor. A change to a letter grade can be made once the work has been completed to the satisfaction of the instructor. The time limit for completion of Incompletes is determined by the faculty member and the student. Incompletes not cleared by the agreed upon deadline remain Incompletes on the transcript. Courses for which an Incomplete is recorded on the transcript may be repeated. If the repeated course is completed successfully, the “I” will be deleted from the transcript.

**Grade Point Average**

Earned grades will be calculated in the grade average of each student by the Office of Admissions and Records. Only the grades earned at Sangamon State University are used in determining the grade point average. The number of grade points for a grade in a given course is determined by multiplying the “grade points per hour” by the number of semester hours earned in the course. The grade point average is computed by dividing the total number of grade points that a student has earned in all courses
completed at Sangamon State University by the total number of hours represented by those courses (excluding courses in which a student has grades of CR, NC, W, I, R, or AU).

At Sangamon State University, the grade point average will be used by the Office of Admissions and Records to report each student's academic progress (see Academic Probation Policy). Grade point averages will appear on students' end of term grade reports and on official transcripts. However, students who desire not to have their cumulative grade point average printed on their official transcript may arrange to have the GPA omitted by completing a TRANSCRIPT-GPA DELETION FORM at the Office of Admissions and Records.

Grades Acceptable Toward Graduate Degrees

A maximum of eight hours of "C" grades at the graduate level is applicable toward a degree, provided that each hour of "C" is balanced by an hour of "A." The academic program determines whether the "C" grade in the concentration requirements is acceptable toward the degree. Each program statement in this catalog contains this information.

Under the credit/no credit option, "CR" represents work equivalent to a letter grade of "C" or better.

Written Evaluation

Students may request written evaluations of their achievement in each course within a week following the end of the semester. At the student's request, the written evaluations may be incorporated in the permanent record and accompany the transcript.

Satisfactory Progress

Satisfactory progress for full-time students is defined as completion of 12 semester hours of credit during each regular semester enrollment and the completion of six hours during each Summer Term enrollment.

Academic Probation

Students who fail to complete one-half of the course work for which they are registered in any semester may be placed on academic probation during the following semester. If, after counseling and consultation with the adviser, the student again fails to complete at least one-half of the course work, he or she will be asked to withdraw from the University. The student will be notified by letter of probationary status.

Class Attendance

There is no University-wide requirement regarding class attendance at Sangamon State University. Individual instructors, however, may set class attendance requirements which they consider to be reasonable, and which are consistent with the objectives of the course.

Withdrawal from Courses — Tuition and Fees

A student may withdraw from a course or courses according to the following schedule:

<table>
<thead>
<tr>
<th>TIME OF DROP OR WITHDRAWAL</th>
<th>AMOUNT OF REFUND</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before first day of semester</td>
<td>All tuition and fees refunded</td>
</tr>
<tr>
<td>First to 15th calendar day of the semester (late registration period)</td>
<td>All tuition and fees will be refunded except for a service charge assessed for students withdrawing completely from the University.</td>
</tr>
<tr>
<td>16th to 30th day of the semester</td>
<td>Twenty-five percent of tuition only will be refunded.</td>
</tr>
</tbody>
</table>
Academic Standards

Withdrawals and drops must be made by written notice to the Office of Admissions and Records. They will be dated at the time they are officially accepted by the registrar. If tuition and fees have not been paid at the time of withdrawal or drop, the refund will be credited to the student’s account.

Withdrawal from Courses — Academic

Students who officially withdraw from courses by the deadlines in the schedule below will terminate their registration for these courses. Exact withdrawal dates are printed in the Academic Calendar and in the Course Schedule. (The same schedule is used for changing from the Letter Grade option to the Credit/No Credit grading option or from the Credit/No Credit option to the Letter Grade option.)

<table>
<thead>
<tr>
<th>IF COURSE MEETS FOR:</th>
<th>DEADLINE TO WITHDRAW:</th>
</tr>
</thead>
<tbody>
<tr>
<td>16 weeks</td>
<td>end of 12th week</td>
</tr>
<tr>
<td>8 weeks</td>
<td>end of 6th week</td>
</tr>
<tr>
<td>4 weeks</td>
<td>end of 3rd week</td>
</tr>
<tr>
<td>less than 2 weeks</td>
<td>end of 5th day</td>
</tr>
</tbody>
</table>

It is the student's responsibility to complete a Course Withdrawal Form in the Office of Admissions and Records by the official deadline. No withdrawals will be processed after the published deadlines. A “W” will appear on the student’s transcript for the course(s) from which the student withdrew. A student who fails to officially withdraw from the course will be assigned a “U” grade.

Repeating Courses

A student may repeat any course at Sangamon State University although some academic programs may have restrictions on the number of times a particular course may be repeated. If a student repeats a course in which any grade was earned, the grade of the repeated course will appear on the student’s end of term grade report and transcript. The first grade entry will be deleted from the transcript and will not count in determination of a student’s grade point average.

Course Numbering System

Each course has a three-letter prefix which indicates that it is a course in a particular program (e.g., CFC — Child, Family and Community Services; HIS — History), or an Applied Study Term (AST), or a Public Affairs Colloquium (PAC), or a University Course (UNI). Each course also has a three-digit number.

Courses numbered 300 through 399 are open to juniors and seniors. Courses numbered 400 through 499 are open to juniors, seniors and graduate students. Courses numbered 500 through 599 are open to graduate students. Individual professors may require additional work of graduate students in 400-level courses.

Courses whose last two digits are 91 to 98 (e.g., ECO 495) are experimental courses which have not yet been included in the regular curriculum of the University. Most courses whose third digit is 0 (e.g., ENS 450) are “topics” courses, in which a variety of topics are covered in successive semesters. Usually, students may repeat this course number for credit, but in no case may they repeat the same topic for credit.

Dual Enrollment

Undergraduate students who are within 16 hours of completing all course work for the bachelor's degree may enroll in 500-level courses with the approval of their advisers and the course instructors. Credit earned in such courses
may count either toward completion of the undergraduate degree or toward fulfillment of requirements for a graduate degree, but not both. Such students will be expected to achieve the same level of expertise and quality as other graduate students. The student should complete a Student Petition form indicating which courses are to be applied as graduate credit. It must be approved by the graduate program, convener, and associate dean.

Undergraduate Enrollment in Graduate Courses

Undergraduate students who wish to enroll in 500-level courses for credit toward the bachelor's degree must have the approval of their faculty advisers and the course instructors. The approval of the instructor should be on the With Permission of Instructor (WPI) form and is to be acquired prior to registration. Such students will be expected to achieve the same level of expertise and quality as graduate students in the class.

Graduate Student Grievances

Students expressing grievance about the application of graduate policies may appeal through the channels established by the academic program. Students may then make further appeal of the decisions of the academic program through normal University channels. Typically, this appeal process proceeds through the adviser, convener or program director, associate dean, and the vice-president for academic affairs. Dependent upon the nature of the grievance, a committee may be necessary to review and make recommendations on the petition.

Right To Review Files

Students at Sangamon State University have the right to inspect and review their official University records, to request corrections or deletions, and to limit access to such records by other persons in accordance with the Family Educational Rights and Privacy Act of 1974.

Registration Procedures

Specific information regarding the dates and times of registration are published in the Course Schedule each semester and term. Generally, the Course Schedule will be available from the Office of Admissions and Records two months prior to the beginning of the semester or summer term.

Tuition and Fees*

<table>
<thead>
<tr>
<th></th>
<th>In-State</th>
<th>Out-of-State</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FULL-TIME STUDENTS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(12 or more semester hours)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition</td>
<td>$402.00</td>
<td>$1,206.00</td>
</tr>
<tr>
<td>Activity Fee</td>
<td>18.00</td>
<td>18.00</td>
</tr>
<tr>
<td>Noninstructional Facility Fee</td>
<td>6.00</td>
<td>6.00</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>38.00</td>
<td>38.00</td>
</tr>
<tr>
<td>Parking Fee</td>
<td>7.50</td>
<td>7.50</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$471.50</td>
<td>$1,275.50</td>
</tr>
<tr>
<td><strong>PART-TIME STUDENTS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(1-11 semester hours)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition (per semester hour)</td>
<td>34.00</td>
<td>102.00</td>
</tr>
<tr>
<td>Activity Fee</td>
<td>9.00</td>
<td>9.00</td>
</tr>
<tr>
<td>Noninstructional Facility Fee</td>
<td>3.00</td>
<td>3.00</td>
</tr>
<tr>
<td>Parking Fee</td>
<td>7.50</td>
<td>7.50</td>
</tr>
</tbody>
</table>
OTHER FEES
Student-to-Student Grant (optional) $3.00
Late Registration Fee 10.00
Late/Add Fee 5.00
Service Charge (for the Deferred Tuition Payment Plan — eligible students only) **
Late Payment fee (for failure to meet the Deferred Tuition Payment Date) **
Transcript Fee 1.00
Master's Degree Graduation Fee 15.00

Summer Term fees will be listed in the summer schedule.

*Tuition and Fees are subject to change. Students should check with the Office of Admissions and Records or refer to the Course Schedule.

**As specified in the Course Schedule.

Tuition and fees will be assessed at the time of registration for each semester or term. Students with tuition waivers must pay any unwaived tuition and fees at the time of registration. All other students must pay their tuition and fees at the time of registration or make arrangements for payment with the Comptroller's Office in accordance with the procedures in existence for that semester/term.

The University reserves the right to require full payment at the time of registration by students who have failed in past terms to pay tuition and fees by the date due. Students who have outstanding accounts will not be permitted to register for future semesters or to receive transcripts, nor will they be eligible for graduation. A late payment fee will be assessed any student whose bill is not paid by the due date.

Tuition, fees, and registration procedures are subject to change without notice. The current procedures and due dates will be published in the Course Schedule for each semester or term. Students are responsible for charges for all courses which are not officially dropped with the Office of Admissions and Records prior to the dates specified in the Course Schedule for tuition and fee adjustment. Courses must be officially dropped in person at the Office of Admissions and Records or by letter. Any questions regarding billing or payment should be directed to the Comptroller's Office.

Late Registration Fee

A late registration fee of $10 is charged any student who registers after the first day of classes for any semester or term.

Student Activity and Noninstructional Facility Fees

A student activity fee of $18 per semester for a full-time student and $9 per semester for a part-time student will be part of the student's bill. This fee supports such activities as films, art exhibits, recreation, dances, and visiting lecturers. Also, a noninstructional facility fee of $6 is assessed for on-campus, full-time students and $3 for part-time students. These fees are subject to change without notice.

Changes of Courses

A student may make changes from one course to another, add or drop courses during the late registration period of a regular semester. A fee of $5 will be charged for courses added after the close of the regular registration period. Full tuition and fees will be refunded if all courses are dropped before the first day
of classes. The University will retain a service charge if all courses are dropped during the late registration period. These procedures are subject to change without notice. Please refer to the Course Schedule for specific refund information and dates.

Auditing Courses

A student who wishes to audit a course will be required to pay full tuition and fees and will receive a grade of "AU" for the course. A student may not change from audit to credit in any course, nor can credit for the audited course be established at a later date.

Changes of enrollment from credit to audit may be done at any time during the term at the discretion of the student and the instructor. Students enrolled for full-time academic work must include any course they wish to audit as part of the maximum load. All changes from credit to audit must be completed in person or by written request to the Office of Admissions and Records after approval by the instructor.

If an auditing student does not attend class regularly, the instructor may determine that the audited course should not be placed on the student's transcript.

If a course has stated enrollment limits, students enrolling for credit will be enrolled before students auditing the course.

Veteran Students

It is the individual responsibility of the veteran/student to report immediately to the Office of Financial Assistance any changes in address, class status (withdrawals, added classes, etc.) or in his or her dependents (marriage, divorce, births, deaths) which will affect the amount or disposition of benefits. To be certified for benefits each term, all veterans/students must report to the Office of Financial Assistance.

Transcripts

Official transcripts of a student's academic record at Sangamon State University will be issued upon written request to the Office of Admissions and Records. A fee of $1 for each transcript will be charged at the time of request. Telephone requests for transcripts will not be honored. Transcripts will be released only to those students in good financial standing with the University.

Petition Process

This catalog contains several references to the completion of a student petition form for certain unusual conditions. Some of the more common uses of this form include requests for course overload, petition for credit, various waivers, etc. In general, the student petition form may be used to request an exception to any University policy.

Course Charges

For many years, it has been common practice for colleges and universities to charge fees for laboratory, art, and other classes requiring use of disposable supplies and materials. Beginning with the 1983 Spring Semester, Sangamon State University initiated charges for such courses and the amounts are indicated in each semester/term's Course Schedule. The course charges are included as separate entries in the tuition and fee assessment.

Students who withdraw within the first 30 calendar days for the Fall and Spring semesters (15 days for the Summer Term) from a class assessed the additional fee will be entitled to a full refund/credit of the course charges. Students who withdraw from the course after this deadline will not receive a refund/credit for the course charges.

Financial Assistance

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

Application procedures for merit-based programs are indicated in the descriptions of the individual programs. Procedures for applying need-based programs are in the following section.

**Merit-Based Programs**

**Graduate Assistantships**

General graduate assistantships provide stipends of $3,960 for nine months, and tuition is waived during the period of appointment. The stipend is taxable income. The assignments are designed to provide educational experiences related to the student's field of study in any of the teaching or public affairs programs of the University.

The graduate assistant is expected to work 20 hours per week and may enroll in 12-20 semester hours of course work for the academic year. Assistants carrying at least six hours during the summer are eligible for a tuition waiver. Applications should be requested after notification of admission to the University and should be directed to the Vice President for Academic Affairs. Faculty in any teaching program or public affairs center of interest may be contacted for specific information about opportunities. Students are selected by May 15 for assistantships beginning with the Fall Semester.

**Illinois Legislative Staff Internship Program and Illinois Private Sector Legislative Internship Program**

The Illinois Legislative Studies Center operates two graduate internship programs dealing with the legislative branch of state government — the Illinois Legislative Staff Internship Program and the Illinois Private Sector Legislative Internship Program. Both programs are designed to provide high-caliber students an opportunity to combine academic studies and research in legislative politics and policy analysis with firsthand observation of the operations of the Illinois General Assembly. The private sector program places an additional emphasis on the role of the private sector in governmental decision-making.

The 18 legislative staff interns are assigned either to one of the four leadership staffs of the General Assembly or to the Illinois Legislative Council. The two to four private sector interns are assigned to the offices of their respective sponsoring associations. Both programs are of nine-and-one-half months duration, require full-time work in the office assigned, and confer graduate credit for an intern seminar. Students with a baccalaureate degree in any academic discipline are eligible for consideration for an internship provided their undergraduate academic records are of high quality.

Legislative staff interns receive tuition and fees for the eight hours of required graduate courses and $900 a month in compensation. Private sector interns receive comparable benefits.

Applications for these programs are due March 1 of each year. For program materials/further information contact: Intern Program Coordinator, Legislative Studies Center, SSU, Springfield, IL 62708.

**Graduate Public Service Internship Program**

The Graduate Public Service Intern-
ship Program is designed to provide a professional development experience during a period of 21 months for graduate students interested in pursuing careers in Illinois government. Interns enroll in an SSU graduate degree program appropriate to their interests and work in a sponsoring state agency for 20 hours per week during the regular academic year and 40 hours during the summer. Interns receive a stipend of $450 per month during the academic year and $800 per month during the summer; 10 credit hours of Illinois-resident tuition per semester during the regular academic year; and an allowance for professional development travel.

Applications, which must be received by March 30, are first screened by a faculty committee and then forwarded to sponsoring agencies, which make final selections. Placements are completed in the spring and summer for agency assignments that typically begin between July 1 and Aug. 15. For complete information, contact: Director, GPSI Program, PAC 412, Sangamon State University, Springfield, IL 62708.

Local Government Internship Program

The Center for Community and Regional Studies administers the Local Government Internship Program, designed to attract and prepare the most capable students for productive careers in local agencies, both public and private. Interns will earn a master's degree while receiving 20 hours of on-the-job professional experience each week in a local agency.

Interns receive adequate financial assistance and in-state tuition waivers to defray the expenses of their education. Students will normally receive two nine-month internship assignments and complete their degrees in two academic years.

The following fields of study are likely majors for prospective interns: public administration; business administration; social justice professions; computer programming; economics; operations research; environmental administration; legal studies; child, family and community services; applied sociology; political studies; and communication.

Interested persons should apply for admission in both a master's degree program in the University and the Local Government Internship Program. Applications should be completed by April 30. The Internship Program will screen applications and select candidates for interviews with local government agencies. Interns will be chosen on the basis of their past academic performance, experience and the interviews. To receive application materials, write to: Director, Local Government Internship Program, Center for Community and Regional Studies, Sangamon State University, Springfield, IL 62708.

Illinois Veterans’ Scholarship

These awards exempt the holders from the payment of tuition, and in some cases, activity and graduation fees. To qualify applicants must have entered the service from the state of Illinois and returned to Illinois within six months of discharge from active duty. Eligibility is also based on the dates of enlistment.

An application for the scholarship should be requested from the Office of Financial Assistance, completed, and submitted along with all copies of the veteran's DD-214s. Illinois veterans may also be eligible for federal assistance and are encouraged to contact the Office of Financial Assistance prior to registration.

Illinois National Guard/ Illinois Naval Militia Scholarships

These awards exempt the holders from the payment of tuition, graduation and activity fees. They are available to applicants who have served at least one year in the Illinois National Guard or Naval
Financial Assistance

Militia. Company grade officers and warrant officers are eligible as well as enlisted personnel. Applicants must make application to the Illinois State Scholarship Commission (ISSC) for the scholarship and must provide all requested information. If applicant ceases to be a member of the Illinois National Guard or Naval Militia, the educational benefits will be terminated as of the militia termination date. Payment of tuition and fees allocable to the part of the term that is remaining after the militia termination shall become the responsibility of the applicant.

Veterans Benefits

A veteran of at least 181 days of continuous active duty, may be entitled to veterans benefits. Eligible veterans are entitled to educational assistance for a period of one-and-a-half months or the equivalent in part-time training for each month or fraction thereof of their service on active duty, if it began prior to Jan. 1, 1977, but not to exceed 45 months. A veteran's eligibility ceases 10 years from the release date. Veterans are encouraged to contact the Office of Financial Assistance prior to registration.

State Teacher Education Waivers

A student who currently holds a State Teacher Education Waiver may transfer the award to Sangamon State. To facilitate the transfer, the Office of Financial Assistance should be notified in writing prior to registration. The award exempts the holder from the payment of tuition, graduation and activity fees. Waivers granted after Oct. 10, 1969, carry an obligation to teach in Illinois two of the five years following graduation, or the amounts waived must be repaid to the state of Illinois at the rate of 5 percent interest.

A limited number of new waivers are granted to students pursuing careers in special education. Students who ranked scholastically in the upper half of their high school graduating classes and/or persons who hold valid teaching certificates are eligible to apply. Application for Special Teacher Education Waivers may be made to the local educational service region superintendent or to the superintendent of the Illinois Department of Education.

General Assembly Waivers

These awards exempt the holders from the payment of tuition, graduation and activity fees. Members of the General Assembly may nominate two persons annually from their districts. Interested students should contact their district's members of the General Assembly.

Sangamon County Deputy Sheriffs Scholarships

This program was established by the Sangamon County Deputy Sheriffs Association to provide scholarships to attract high-caliber individuals into the law enforcement profession. Preference is given to Sangamon County residents. Application materials should be requested from the Office of Financial Assistance.

Public Affairs Reporting Scholarships

Two scholarship programs have been created to assist students pursuing careers in public affairs reporting. JAMES E. ARMSTRONG SCHOLARSHIP PROGRAM, established in memory of the late James E. Armstrong, publisher of the State Journal-Register, Springfield.

ROBERT P. HOWARD SCHOLARSHIP PROGRAM, established by friends of Robert P. Howard, retired Capitol correspondent for the Chicago Tribune.

Interested students should contact the director of the Public Affairs Reporting Program after being admitted to the University.
Need-Based Programs

National Direct Student Loans

This program provides loans for undergraduate and graduate students who have proven financial need. Interest is 5 percent, and repayment begins six months after the student graduates or terminates attendance. Some recipients may have up to 10 years to repay the loan. In some cases cancellation privileges exist for teaching and for service in the armed forces.

College Work-Study

This program provides resources to employ students who have proven financial need. The student is provided with a CWS authorization and paid by check for work performed. Once an authorization is received, it is the student’s responsibility to interview for CWS assignments until a suitable position is found.

Illinois Guaranteed Loan Program

This program provides loans in amounts as follows:
- Junior $2,500 per year (maximum)
- Senior $2,500 per year (maximum)
- Graduate $5,000 per year (maximum)

The total maximum for undergraduate and graduate study is $25,000.

The loans are at a rate of 9 percent simple interest. All loans disbursed on or after Nov. 1, 1978, are eligible for federal interest benefits.

A grace period exists for the six-months period between the time the student ceases at least half-time study until he or she must begin regular monthly payments. Repayment of loans shall be in installments during a period of not less than five years (unless the maker, during the grace period, specifically requests in writing that repayment be made during a shorter period) nor more than 10 years.

PLUS/ALAS Loans

PLUS/ALAS is a supplement to the Guaranteed Loan Program for those who do not qualify for the GLS program. Repayment begins within 60 days of disbursement, interest rates are tied in to T-Bill rates. Applications may be obtained from lenders who participate in the Illinois Guaranteed Loan Program. Graduate or Professional students are eligible to apply.

Student Employment Opportunities

A job center is located in the Office of Financial Assistance. Bulletin boards listing openings on campus are maintained for interested students and an off-campus job listing is available.

Institutional Tuition Waivers

A limited number of tuition waivers are provided each year. Awards are made on the basis of proven financial need and in some cases for particular talents in various fields of activity. Foreign students must complete two semesters at Sangamon State to be eligible to receive financial assistance. Foreign students enrolled in a graduate program are eligible to apply.

The American Association of University Women Grant Fund

This fund provides financial assistance for mature women returning to complete an interrupted education. Undergraduate and graduate students are eligible to apply. One of the awards is designated as the Sandra G. Hockenyos Award.

Harry B. DeLand, Sr., Scholarship

This scholarship, established in memory of the late Harry B. DeLand, Sr., is awarded annually to either a graduate or
undergraduate student. Preference will be given to a student in the Human Development Counseling Program. One award of $100 is given annually.

**Mary Gene Hall Scholarship**

One award of $400 is given annually by the American Association of University Women and many individuals in tribute to one of the University's first graduates. The ideal recipient is a mature woman (undergraduate or graduate) returning to an education interrupted by family concerns.

**Alumni Association Scholarships**

This program was established by the Sangamon State University Alumni Association to provide scholarships to full-time students with academic ability and financial need. Two scholarships at $1,000 each, are awarded for proven academic achievement, ability, and leadership; one of these is designated as the Robert Spencer Scholarship. Two others, also for $1,000 each, are given primarily on the basis of financial need.

**Otis Morgan Memorial Scholarship**

One award of $250 is given annually to a student of minority-group heritage. Preference is given to a student planning to teach. Funds are received from contributions in memorial to a charter member of the University faculty.

**Illinois Association of Community Action Agencies Scholarship**

One award of $250 is given to a student from a disadvantaged or minority background. The student must be pursuing a career in public affairs.

**Margaret Miner DeLand Scholarship**

This scholarship, established in memory of the late Margaret Miner DeLand, is awarded to either a graduate or undergraduate part-time student. One award of $100 is given annually to a student who demonstrates need.

**Zonta Grants**

This program was established by the Zonta Club of Springfield to provide grants to students planning to work with the aged.

**William Ferris Cummings Memorial Award**

One award of $100-$200 is awarded to either a graduate or undergraduate student. The student should be interested in community service and studying in the area of social service, education or political science. The recipient should be in good standing, have a demonstrated need, and be of minority-group heritage.

**Health Professions Scholarship Fund**

The fund will award scholarships up to full tuition for both full- and part-time students majoring in Nursing, Nurse Anesthesia, Medical Technology, and Health Services Administration. These awards are available to both graduate and undergraduate students who are Illinois residents. They are based on quality of academic achievement and financial need.

**University Community Emergency Loan Fund**

This fund provides short-term loans to students enrolled at least half time to help them meet emergency educational expenses. Loans are interest-free. However, a service fee of 50 cents 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
Several substantial gifts have been received from organizations supporting the loan fund. These organizations are as follows:

- Sangamon Chapter of University Professionals of Illinois (Local 4100)
- Sangamon State University Foundation
- Sangamon State University Student Senate (1982)

### Application Procedures for Need-Based Programs

To apply for consideration for need-based programs, the student should request the following from the Office of Financial Assistance:

1. **An SSU Application for Financial Assistance.** Applications are not considered until the student is admitted to the University.
2. **The Application for Federal Student Aid (AFSA).**
3. **A Financial Aid Transcript** should be submitted to the financial aid office of each institution the student has attended previously.
4. Independent students must also submit the **Notarized Statement of Parental Nonsupport** certifying that the student:
   a. Has not been and will not be claimed as an exemption for federal income tax purposes by any person except his or her spouse for the calendar year(s) in which assistance is received and the calendar year prior to the academic year for which aid is requested.
   b. Has not received and will not receive financial assistance of more than $750 from his or her parent(s) in the calendar year(s) in which aid is received and the calendar year prior to the academic year for which aid is requested.
   c. Has not lived or will not live for more than six weeks in the home of a parent during the calendar year in which aid is received and the calendar year prior to the academic year for which aid is requested.

### Critical Dates Affecting Financial Assistance

Applicants for need-based assistance should be aware of the following dates.

- **April 1** — Application for Fall Semester assistance should be initiated to assure consideration for all forms of aid.
- **June 1** — Application deadline for maximum consideration.
- **July 1** — The first Fall Semester awards will be announced.
- **July 30** — Applications should be complete (including results of need analysis) to assure consideration for all forms of assistance for Fall Semester.
Aug. 1 — Only applications for loans and employment will now be accepted for Fall Semester. Students may still apply for Spring Semester.

Nov. 15 — Application deadline for Spring Semester financial assistance.

Nov. 16 — Only applications for loans or employment will be accepted for Spring Semester.

April 15 — Application deadline for Summer Term.

Assistance Renewal and Satisfactory Progress

Students awarded federal, state and institutional financial assistance must maintain satisfactory progress. Satisfactory progress is defined as completion of one-half of the course work for which the student is registered in any semester. Satisfactory completion of a course is defined as completion with a grade of A, B, S or C (a maximum of eight hours of "C" at the graduate level is applicable toward a degree, provided that each hour of "C" is balanced by an hour of "A"). Incompletes are not satisfactory. Graduate students may not receive more than four full-time equivalent semesters of financial assistance.

Inquiries regarding all financial assistance programs should be directed to: Office of Financial Assistance, Sangamon State University, Springfield, IL 62708.

Student Services

Student life at a university involves much more than academic programs and class schedules. Students are also concerned with the convenience of getting to classes, parking, personal health needs, someone with whom to talk over plans or problems, and opportunities for recreational and cultural activities.

Sangamon State provides a variety of services and activities to help make students' lives more interesting and comfortable. These services include personal counseling, health care, and a child care center. Activities encompass special-interest clubs and organizations, concerts, and a student film series. All students, both full-time and part-time, have access to these services and activities.

Living Accommodations

On-Campus

The University Court Apartments combine the privacy of apartment living with the richness and diversity available in an academic residential environment. Singles, married students and families are housed in the 18 one-bedroom and 52 two-bedroom apartments located on the southeast corner of campus. Assignment priorities are based on the date of completed application. Full information and application materials may be obtained by contacting the Housing Office.

Off-Campus

Listings of off-campus rooms and apartments are maintained in the Housing Office. The individual student is responsible for arranging his or her own off-campus accommodations. Housing staff is available to offer assistance.

Transportation

The Springfield Mass Transit District provides hourly bus transportation between the downtown area and the campus. Buses operate between the hours of 8 a.m. and 5 p.m. Monday through Friday when classes are in session. Schedules and additional information are available from the Student Services office.

Health Service

The Health Service exists primarily to provide treatment for students. In addition, employees may be seen in the Health Service for acute illnesses which might interfere with their ability to continue the working day. Students and staff
are also seen when legal obligations might be involved, such as on-the-job injuries covered under the Workmen's Compensation Act.

HOURS:
Monday through Friday: 8:30 a.m. to 5 p.m.

PHYSICIAN:
Douglas M. Gover, M.D., Monday and Thursday, Main Campus, 10 a.m. to 12 noon.

REGISTERED NURSE:
Lynne Price, R.N., during Health Service hours.

The Health Service provides treatment not only for minor illnesses such as colds, cuts and burns but also for other problems such as treatment and diagnosis of venereal disease, referrals to specialists, counseling and referral for unwanted pregnancies, allergy injections, birth control and pelvic examinations. The clinic also provides special services such as laboratory tests, which are available at reduced rates; hypertension screening and monitoring; a weight reduction program; a flu vaccine program; smallpox and tetanus immunizations; testing for infectious mononucleosis; loans of equipment such as crutches, ice bags and hot water bottles; premarital examinations and blood tests. ALL CARE IS COMPLETELY CONFIDENTIAL.

Student Health Insurance
By action of the Board of Regents, each full-time student is assessed a fee for group health and accident insurance, unless the student shows proof of equivalent coverage. SSU-insured students are also eligible to purchase identical coverage for their dependents. Students insured during the Spring Semester who do not intend to enroll full time in the summer may continue coverage for themselves and their dependents for the summer by making application and paying the required premium prior to the last day of the Spring Semester.

University Child Care Center
Child care is provided at the University Child Care Center, located on Shepherd Road at the north entrance to the University. Care is currently provided for children of students on an hourly basis for $1.30 an hour. The center is open from 8 a.m. to 5:15 p.m. Monday through Friday. Rates and schedule are subject to change. A varied program appealing to the preschool child is offered.

Bursar's Office
The Bursar's Office, located in PAC Level 1, will cash checks in amounts up to $25 for students presenting a current, validated ID card. There is a 25 cent fee. The Bursar also sells books of postage stamps. Check-cashing services and stamp sales are available from 11 a.m. to 2 p.m. only. The Bursar's Office collects registration fees, housing, and all other fees and sells campus parking decals. MasterCard and Visa are accepted.

The Bursar's Office is open from 9 a.m. to 5 p.m., Monday through Friday, and from 9 a.m. to 7 p.m., Monday through Thursday, the first three weeks of each semester and for two weeks at the midpoint of each semester.

ID Cards
Each student is issued an identification card at registration. The card is required to check materials and equipment from the Library. It also may be used to secure ticket discounts and/or admission to University-sponsored events. Lost cards may be replaced, for a fee, by contacting the Office of the Associate Dean of Students in Cox House.

Office of Advising and Counseling
This office provides academic and personal counseling support to Sanga-
Advising and Counseling

Advising and Counseling mon State students and prospective students. The director of Advising and Counseling is responsible for five areas of educational support: academic advising, career counseling and placement, Minority Service Center, personal counseling services, and foreign student advising and counseling. Referrals to these services may be made through the Office of Advising and Counseling in Building F-50.

Academic Advising

The Office of Advising and Counseling assists students and prospective students in the selection of appropriate academic degree programs. Frequently, this is in conjunction with life/career planning.

Following admission to the University, each fully admitted student will be assigned a faculty adviser from her or his academic program. Special students may select a different adviser by completing the Selection of Faculty Adviser form with the selected faculty member. The faculty adviser works with the student to assure that he or she is progressing satisfactorily toward graduation and personal and career goals. Students may change advisers by completing a Selection of Faculty Adviser form with the newly selected faculty member and notifying the previous adviser of the change.

In recognition of the maturity of upper division and graduate students, much initiative in the academic advising process is entrusted to the student. Students should arrange an appointment with their advisers prior to the first registration and should maintain contact with the adviser throughout their academic studies. It is especially important for students to meet with their faculty advisers at the beginning of their final term of study to arrange for all necessary graduation requirements.

The Office of Advising and Counseling is also available for assistance in advising, career planning, or personal adjustment counseling.

Career Counseling and Vocational Testing

Assistance in life/career planning is available to all students and prospective students. Workshops, seminars, vocational counseling and individual counseling sessions help students to focus on the important decisions which should be made in determining career direction. These include skill identification, preferred work environments, values clarification, goal setting, and effective self-marketing.

A battery of vocational tests is available to assist clients with their self-assessment. Further information on these services may be obtained by contacting the Career Services and Placement Office within the Office of Advising and Counseling.

Occasional University service courses in career planning/self-assessment and the job search provide additional resources for life/career planning.

Career Placement

The Career Services and Placement Office staff coordinates efforts and information to assist students in implementing their life/career plans through job or educational placement. Students receive aid and encouragement in the development of resumes which incorporate their education, experience and skills with life/career interests.

In a highly competitive labor market, it is important that life/career planning be a continuous part of the academic program. Seminars, classes and individual counseling sessions are offered to help students prepare for career placement. Graduate internships and practicum opportunities frequently provide valuable career planning experience.

Placement services include posted job listings, a biweekly newsletter listing job openings, arrangements for on-campus interviews by prospective employers, and personal interviews and referrals. Information about profession-
al and graduate schools is also available.

**Personal Counseling Services**

In response to the obstacles to learning created by personal or psychological problems, counseling services are provided to assist students in their academic and personal endeavors. Counseling staff members are selected for their competency in providing counseling and psychotherapy. Their special skills and training, coupled with genuine caring, enable the University to offer a wide range of therapeutic techniques of both an individual and a group nature.

The counseling staff is also available to provide interpretive services on a wide range of psychological tests. A person seeking the services of a member of the counseling staff may contact the Office of Advising and Counseling for referral and/or an appointment.

**Foreign Student Advising and Counseling**

The Foreign Student Adviser's Office, located in Building F, Room 50-A, will provide foreign students with support services to assist them in gaining maximum benefit from their educational experience at Sangamon State. Services include interpretation and advising of governmental and institutional regulations, University and community orientation, and personal counseling. The Foreign Student Adviser works with the International Student Association and the Host Family Program to provide opportunities for acculturation on and off campus.

**Minority Services**

Services offered to minority students assist them in adjusting to all aspects of the University and local community. This is accomplished through the combined efforts of the Minority Services Center staff and minority faculty, staff and students who are familiar with the local community and problems of the students.

In the course of human growth it is desirable to develop individual potential to the fullest extent without regard to race, color, creed, national origin, or economic status. Operating on this philosophy, the Minority Services Center attempts to reach all who can profit from the experiences offered by its programs and services.

The Minority Services Center, located in Building F, Room 46, is dedicated to working with other units of the University in meeting the unique educational, social and cultural needs of minority students.
Accountancy — M.A. (40 Hrs.)

Program Faculty — Francis L. Bayley, Betty Jo Browning, Robert E. Maurath, John Nosari, David R. Olson, Donald F. Stanhope

The M.A. program in Accountancy is specially designed for students who are interested in pursuing careers in the public sector. SSU’s location in a major state capital, combined with strong faculty credentials, provides students with an uncommon opportunity to prepare for careers in public sector accounting, auditing, and fiscal management. The M.A. program curriculum also serves the needs of students who wish to pursue or advance their careers in public or management accounting.

The specific objectives of the program are:

1. To provide a professionally oriented academic environment within which professional competencies, attitudes, ethics, and a sense of personal, public, and social responsibility develop and grow.
2. To enhance the quality of governmental accounting and auditing services by offering a public sector oriented graduate accounting program designed specifically for students interested in careers in the public sector.
3. To serve the increasingly important in-service and continuing education needs of accountants working in governmental and nonprofit institutions, public accounting, and industry in the greater Springfield area.
4. To serve the increasing number of students who want to study accounting after completing a B.A. in another field.
5. To provide undergraduate accounting students with the opportunity to develop broader competencies in accounting and related topics.

Entrance Requirements

The M.A. program builds upon the core competencies typically required of undergraduate accounting majors. Thus, a knowledge of the principles of accounting, college algebra, and business calculus is required for admission into the program. Competency in the following core requirements of the B.A. program in Accountancy are also required:

- Economics for Administration (ECO 415)
- Applied Statistics (MSU 401)
- Introduction to Computer Programming I (MSU 414)
- Cost Accounting Concepts (ACC 334)
- Auditing Concepts and Responsibilities (ACC 464)

Credits earned in the above topics do not count toward the satisfaction of the Master’s program requirements. Students will be admitted to the program on a conditional basis until all of the above requirements are completed.

Advising

All students entering the Master’s program must contact an Accountancy Program faculty member for initial advising assistance in planning a program of study which is responsive to their interests and satisfies the degree requirements. A student may choose another Accountancy Program faculty member as adviser at any time, if the new adviser agrees.

Grading Policy

A maximum of eight hours of “C” grades may be credited toward the M.A.

Degree Requirements

In addition to satisfying general University requirements, candidates for the M.A. degree in Accountancy must complete 40 semester hours of study, distributed as follows:
Accountancy

Accounting Topics — 20 Hrs.

All students must include 20 hours of accounting course work in their program, selected on the basis of previous backgrounds and career objectives. Because of the public sector thrust of the program, students are required to take ACC 454 and ACC 521 in satisfying this requirement. A minimum of 12 hours must be selected from 500-level courses.

Available courses include:

- ACC 424 Commercial Law: 4 Hrs.
- ACC 433 Managerial Accounting: 4 Hrs.
- ACC 443 Individual Income Taxation: 4 Hrs.
- ACC 444 Business Income Taxation: 4 Hrs.
- ACC 454 Accounting for Public Sector Entities: 4 Hrs.
- ACC 474 Public Reporting Standards: 4 Hrs.
- ACC 484 CPA Problems: 4 Hrs.
- ACC 508 Controllership and Fiscal Management: 4 Hrs.
- ACC 512 Operational Auditing: 4 Hrs.
- ACC 514 Advanced Taxes: Gift, Estate, and Trust: 4 Hrs.
- ACC 516 Accounting Information Systems: 4 Hrs.
- ACC 521 Advanced Public Sector Accounting: 4 Hrs.
- ACC 522 Seminar in Accounting Theory: 4 Hrs.
- ACC 524 Advanced Auditing: 4 Hrs.
- ACC 542 Accounting and the Public Interest: 4 Hrs.
- ACC 550 Professional Education and In-Agency Seminars: 1-4 Hrs.
- ACC 561 Thesis: 1-4 Hrs.

All but the smallest organizations are now computer based. The measurement and analysis of accounting data is becoming increasingly characterized by the use of statistical methods. Building upon the program entrance requirements, students will be required to take 4 to 8 additional hours in quantitative methods and computer science. Examples of courses which may be taken to satisfy this requirement include:

- ADB 521 Research Analysis
- ADP 503 Analytical Tools for Public Administrators
- ADP 573 Operation Research for Managerial Decisions
- ADP 574 Management Information Systems
- ECO 506 Mathematical Economics
- ECO 413 Econometrics
- MSU 406 Sampling for Accounting and Auditing
- MSU 415 Introduction to Computer Programming II

The objectives of this requirement are to provide students with the conceptual knowledge necessary for them to communicate effectively with operations research and systems specialists, assimilate applications in the literature of accounting, and participate in the development of computer-based accounting information systems.

Economics and Administration Topics — 8 to 12 Hrs.

Careers in professional accountancy require extensive interaction with governmental and business organizations. Because of this, 8 to 12 hours of graduate work in Economics and Administration topics are required. Since most students in the program will have taken a number of undergraduate courses in Economics and Administration, specific courses are not required. Rather, the courses selected should complement the student's previously acquired knowledge and career interests. Examples of courses which may be taken to satisfy this requirement include:

- ADB 521 Research Analysis
- ADP 503 Analytical Tools for Public Administrators
- ADP 573 Operation Research for Managerial Decisions
- ADP 574 Management Information Systems
- ECO 506 Mathematical Economics
- ECO 413 Econometrics
- MSU 406 Sampling for Accounting and Auditing
- MSU 415 Introduction to Computer Programming II
Graduation Requirements/
Master's Project

Students must satisfy all University graduation requirements and complete a Master's project. The Master's project requirement is satisfied by completing a thesis (ACC 561) or by taking ACC 542 (Accounting and the Public Interest).

Accountancy/Course Descriptions

ACC 424 Commercial Law (4 Hrs.)
Treatment of legal problems inherent in business transactions and their accounting and auditing implications. Emphasizes CPA examinations in law — i.e., contracts, commercial paper, and the Uniform Commercial Code. Prerequisite: principles of accounting or equivalent.

ACC 433 Managerial Accounting (4 Hrs.)
Systematic and formalized approaches to planning, coordination, decision-making, and control functions of business management used to minimize expenses and maximize profits consistent with social and other responsibilities of management. Study of long-range and short-range profit planning, including preparation of forecast financial statements and methods of analysis. Prerequisite: ACC 421 or equivalent.

ACC 443 Individual Income Taxation (4 Hrs.)
Concentration on federal tax law, use of tax research services, preparation of tax forms, and consequences of the federal tax program upon social and economic aspects of society. Illinois income tax is considered as time permits. Prerequisite: principles of accounting or equivalent.

ACC 444 Business Income Taxation (4 Hrs.)
Consideration of most aspects of the federal income tax program relating to sole proprietorships, partnerships, and corporations. Includes use of tax research services and preparation of tax forms. Illinois income tax considered as time permits. Prerequisite: ACC 443 or equivalent.

ACC 454 Accounting for Public Sector Entities (4 Hrs.)
Major concepts, principles, and objectives of accounting for governmental and other non-profit entities with major emphasis on external reporting issues, including the analysis of published financial statements. Prerequisite: principles of accounting or equivalent. See ADP 421.

ACC 464 Auditing Concepts and Responsibilities (4 Hrs.)
Role of the attest function in society and a knowledge of concepts and techniques underlying the audit process. Includes historical evolution of the attest function; professional responsibilities and ethics; auditing standards; legal liabilities; the audit process, reports, and opinions. Prerequisites: ACC 323 and 334. See ADP 431.

ACC 474 Public Reporting Standards (4 Hrs.)
Accounting theory underlying asset and liability valuation and income measurement. Responsibilities of the accounting profession in development of accounting principles and public reporting standards. Research studies and opinions of Accounting Principles Board and Financial Accounting Standards Board. Developments in corporate financial reporting and disclosure requirements. Prerequisite: ACC 323.

ACC 484 CPA Problems (4 Hrs.)
Specific emphasis on topics covered in CPA examinations in Accounting Practice and
Accountancy

Theory. Builds on areas covered in intermediate, advanced, and cost accounting courses. Prerequisites: ACC 323 and 334 and 443.

ACC 508 Controllership and Fiscal Management (4 Hrs.)
An in-depth study of the planning and control functions as they relate to industry, government, and other not-for-profit entities. Topics and cases will cover asset management, capital budgeting, operational budgeting, responsibility accounting, and human resource implications. Prerequisites: ACC 421 and 433 or equivalent.

ACC 512 Operational Auditing (4 Hrs.)
Designing operational audit programs and audit need surveys. Managing the internal audit function. Emphasizes the role of operational auditing in assessing management effectiveness in government, other not-for-profit organizations, and industry. Prerequisite: ACC 454.

ACC 514 Advanced Taxes: Gift, Estate, and Trust (4 Hrs.)
Internal Revenue Code treatment of estates, gifts, and trusts, including tax planning and legal principles. Prerequisite: ACC 443.

ACC 516 Accounting Information Systems (4 Hrs.)
Overviews accounting systems developments. Emphasizes accounting information system needs; systems design and implementation techniques; internal accounting control and audit trail considerations. Prerequisite: ACC 421.

ACC 521 Advanced Public Sector Accounting (4 Hrs.)
Accounting and other information needs for planning, control, performance evaluation, and managerial decision-making in governmental and other not-for-profit organizations. Application of benefit-cost analysis and the relationship between accounting, budgeting, and financial management. Advanced study of external reporting and disclosure issues. Prerequisite: ACC 454.

ACC 522 Seminar in Accounting Theory (4 Hrs.)
Objectives of financial accounting and reporting for business and non-business entities are presented. Various theories of income measurement and asset valuation are studied and compared. Prerequisite: ACC 322.

ACC 524 Advanced Auditing (4 Hrs.)
Studies issues and developments relating to the attest function, including proposals for its extension. Audit approach and scope considerations. Report writing. Auditing EDP systems. Governmental auditing. Prerequisite: ACC 464.

ACC 542 Accounting and the Public Interest (2 or 4 Hrs.)
Seminar on ethical and social issues in accounting including: corporate social accounting theory, regulatory issues, reforms and legislative proposals; the Corrupt Practices Act; accountants’ legal liability — professional standards vs. court decisions.

ACC 550 Professional Education and In-Agency Seminars (1 to 4 Hrs.)
A maximum of 4 hours of credit may be earned by participation in approved in-service/intern and professional education seminars and courses on accounting topics.

ACC 561 Thesis (1 to 4 Hrs.)
Students who want to make a detailed study of a particular topic of interest may, with adviser assistance and approval, choose this option in substitution for a 500-level course in accounting. Prerequisite: ADB 521.

Service Courses for Non-Majors

ACC 421 Administrative Uses of Accounting Information (4 Hrs.)
For students whose objectives are to develop an understanding of uses of accounting information for planning, control, and decision-making. Emphasizes accounting processes and measurements; significance and limitations of financial statements; managerial accounting concepts and applications.

ACC 427 Financial Management for Arts Organizations (2 or 4 Hrs.)
Preparation and analysis of financial statements; financial planning and budgeting; cash management and control; fund accounting; accounting systems and reports, cash vs. accrual accounting; preparing financial data; financial organizations and staffing.
Business Administration —
M.A.B.A. (48-58 Hrs.)

Program Faculty — William J. Crampon, Judith Ettinger, Robert Hill, David O'Gorman, Ronald Reimer, John Woodruff, Sally Jo Wright

The Business Administration Program is designed to help students develop an understanding of the business enterprise, with an emphasis on the role and function of business operating within a societal context. The curriculum requires the development of competence in the functional areas of business (marketing, finance, production, and human resource management) and a selection of electives designed to provide a broad education as a foundation for decision-making and leadership in business and society.

An alternative sequence of courses is available to students who wish to emphasize the quantitative aspects of business administration.

Entrance Requirements

Admission to the Business Administration Program is granted by the program faculty and requires graduate admission to the University. The program also requires the submission of the applicant's score on the Graduate Management Admission Test (GMAT). Arrangements for taking this test should be made with the SSU Office of Career Services and Placement. Full admission to the University, receipt of GMAT scores, and the application for admission to the Business Administration Program must be received before the application will be considered. Admission to the University does not insure admission to the Business Administration Program. Evaluation of applications will consist of an assessment of all materials in the applicant's file. Admission decisions are made on the basis of the total configuration of qualifications.

Advising

Upon admission to the Business Administration Program students will be assigned an adviser, and should consult with their adviser before initial registration to ensure a course of study which meets both personal objectives and degree requirements. A student may choose another adviser from the business faculty at any time, if the new adviser agrees. Registration for more than a full-time course load in any semester requires adviser approval.

Degree Requirements

In addition to general University requirements, the M.A.B.A. degree requires successful completion of a minimum of 48 semester hours of graduate credit. A full-time student entering during the fall term will normally require a minimum of four semesters, one and one-half calendar years, to complete the degree. Students entering at other times normally require up to two calendar years to complete the degree, since course offerings are limited during the summer term. Each student must meet the University requirement of four semester hours of Public Affairs Colloquia as a part of the 48 hour requirement.

Prerequisites

Before starting course work for the M.A.B.A. degree, all students are expected to be familiar with the three fundamental business tool areas: accounting, economics, and statistics. Competence in these areas can be demonstrated in one of two ways: successful completion of appropriate undergraduate course work, and/or successful completion of approved courses offered at Sangamon State University.

The following undergraduate courses
are considered as meeting the fundamental tool requirement:

Accounting — two semesters of introductory accounting (Principles I and II)

Economics — two semesters of introductory economics (micro and macro)

Statistics — one semester of statistics

The remedial fundamental courses are:

ACC 421 Administrative Uses of Accounting Information 4 Hrs.
ADB 415 Economics for Administration 4 Hrs.
ADB 407 Statistical Techniques for Administration 2 Hrs.

Degree Program Course Requirements

Functional Areas of Business

ADB 502 Managerial Finance 4 Hrs.
ADB 512 Marketing Management 4 Hrs.
ADB 522 Production and Operations Management 4 Hrs.
ADB 541 Organizational Dynamics 4 Hrs.

External Environment

Any four hours of course work selected from among ADB 516 or 532 through 540.

Public Affairs

Public Affairs Colloquium elective(s) 4 Hrs.

Research Methodology

ADB 521 Research Analysis 4 Hrs.

Electives

Appropriate graduate level courses, from Business Administration or other graduate programs at SSU, requiring approval of adviser.* 16 Hrs.

*Number of elective courses depends on student’s previous preparation.

Integrative Course

ADB 583 Business Policy (may not be waived) must be taken during the student’s last semester of study. 4 Hrs.

Total Semester Hours Required 48 Hrs.

Organizational Dynamics (ADB 541) and Research Analysis (ADB 521) should be taken at the beginning of the student’s course of study.

Waiving of Required Courses

With the adviser’s approval, appropriate electives may be substituted in lieu of a required course, when students have completed equivalent previous course work. Waiver of a course does not waive any portion of the 48-hour degree requirement.

Transfer of Graduate Credits

The Office of Admissions and Records performs the initial evaluation of transfer credits, certifying that the courses are acceptable as graduate-level courses. The final evaluation is made by the Business Administration Admissions Committee. In some instances, the credits accepted by the program may be less than that certified by Admissions and Records. No more than 12 semester hours of transfer credit will be accepted in lieu of degree program requirements.

Full-time and Part-time Loads

A full-time course load consists of 12 credit hours per semester. Registration for more hours requires adviser approval. Students who work full-time and enroll on a part-time basis should normally enroll for four to six hours per semester. No distinction is made between full- and part-time students in meeting degree requirements.

Course Scheduling

The principal mode of instruction is evening courses; weekend and/or daytime classes may be offered. Attempt is made to offer at least one section of every required course in both the Spring and Fall Semesters. All other courses are offered periodically, subject to the availa-
bility of faculty and student demand. Students cannot expect any particular course to be offered during the summer, and should plan their schedules accordingly.

To maintain flexibility in the choice of courses in later semesters, students are encouraged initially to complete required courses which have not been waived. Particular attention should be paid to ACC 421, ADB 407, 415, and to a lesser degree, ADB 541 since these courses are prerequisites for other required courses and a number of electives.

Grading Policy
With the approval of the student's adviser and subject to the judgment of program faculty, a maximum of eight hours of "C" may be credited toward the M.A.-B.A. provided they are offset by an equal number of hours of "A" in courses at the same level or above. Because this substitution is subject to adviser approval, the student should obtain written approval prior to enrolling in a make-up course. A "C" is not an acceptable grade for students who were admitted to the program before Aug. 15, 1979. An M.A.B.A. degree candidate cannot take any required course on a pass/fail basis. In no case will a grade of "C" be acceptable in ADB 583 Business Policy.

Business Administration/Course Descriptions

ADB 407 Statistical Techniques for Administration (2 Hrs.)
Statistical and quantitative methods from the perspective of administrative decision making. Summarization and presentation of data, introduction to probability, random variables, probability distributions, and their use in estimation and hypothesis testing.

ADB 415 Economics for Administration (4 Hrs.)
Essential micro- and macroeconomic concepts as they apply to administrative decisions. Principal theories and analysis of efficient resource allocation as related to economic decisions of individuals, public and private organizations, and society. Intended primarily for students with no prior college work in economics. See ECO 415.

FINANCE

ADB 502 Managerial Finance (4 Hrs.)
Introduction to concepts and variables used in financial analysis, planning, and control. Topics include financial forecasting, capital budgeting, leverage, valuation, cost of capital, asset/liability management, and capital market instruments. Prerequisites: ACC 421, ADB 407, ADB 415.

ADB 503 Financial Instruments (2 Hrs.)
Advanced study of capital markets, financial instruments, and implications of federal monetary policy for decisions regarding management of debt and equity obligations of the business enterprise. Prerequisite: ADB 502 or approved equivalent.

ADB 504 Corporate Financial Policy (2 Hrs.)
For students with an interest in decision making variables of the corporate financial manager. Includes conceptual, theoretical, and applied considerations for formulating intermediate and long-range financial policies. Prerequisite: ADB 502 or approved equivalent.

ADB 510 Topics in Finance (2 or 4 Hrs.)
Selected topics, to be announced when offered. Prerequisite: ADB 502 or approved equivalent. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit.

MARKETING

ADB 512 Marketing Management (4 Hrs.)
Planning, organizing, and control of activities necessary for manufacturers, wholesalers, and retailers to provide products and services to customers. Emphasis on behavioral research necessary to gain or hold competitive advantage and provide customer satisfaction and social benefit. Prerequisites: ACC 421, ADB 407, ADB 415, or approved equivalents.

ADB 514 Marketing Promotion (4 Hrs.)
Integrated management of advertising, personal selling, sales promotion, and publicity to reach current and potential customers with promotional messages and campaigns. Prerequisite: ADB 512 or approved equivalent.

ADB 515 Marketing Research (4 Hrs.)
Research concepts and practices as applied to the analysis of marketing problems are examined. Topics include: sources of data, research design, data collection, sampling, questionnaire construction, tabulation of data. Prerequisite: ADB 512 and ADB 521 or approved equivalent.
ADB 517 International Marketing (4 Hrs.)
Analysis of development of retail and wholesale marketing institutions in other countries, focusing on marketing universals of geography, stage of economic development, and cultural factors. Prerequisite: ADB 512 or approved equivalent.

ADB 520 Selected Topics in Marketing (2 or 4 Hrs.)
Selected topics, to be announced when offered. Prerequisite: ADB 512 or approved equivalent. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit.

PRODUCTION AND OPERATIONS MANAGEMENT AND QUANTITATIVE ANALYSIS

ADB 522 Production and Operations Management (4 Hrs.)
Managerial techniques of planning, scheduling, and controlling cost, quality, production, and inventory in both product- and service-oriented organizations. Linear programming, simulation, PERT, statistical inventory, and quality control are studied in terms of applicability to systems such as businesses, hospitals, banks, government agencies, and others. Prerequisites: ACC 421, ADB 407, and ADB 415, or approved equivalents.

ADB 523 Production Planning and Control (2 Hrs.)
Decision models and computerized systems used in production and distribution. Systems of production control, inventory control, quality control, and forecasting as tools in an integrated approach to management of the modern operations function. Prerequisite: ADB 522 or approved equivalent.

ADB 524 Operations Analysis (2 Hrs.)
Systems and quantitative decision models in production and operations management. Computerized solution techniques of linear programming, PERT, queuing theory, simulation, and other quantitative methods as applied to planning, scheduling, and control. Prerequisite: ADB 522 or approved equivalent.

ADB 530 Topics in Production and Operations Management (2 or 4 Hrs.)
Topics to be announced when offered. Prerequisite: ADB 522 or approved equivalent. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit.

ADB 580 Topics in Quantitative Analysis (2 or 4 Hrs.)
Selected topics, to be announced when offered. Prerequisite: ADB 407 or approved equivalent. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit.

EXTERNAL ENVIRONMENT

ADB 417 Social Indicators (2 Hrs.)
Introduction to the progress and problems in developing a "comprehensive set of statistics reflecting social progress or retrogression." Intended as measurement of social activities to complement currently enjoyed quantitative measures of economic activities. Prerequisite: ADB 407 or approved equivalent.

ADB 516 Economic Conditions Analysis (2 Hrs.)
Uses and evaluation of various economic indicators — e.g. labor statistics, Gross National Product, Consumer Price Index — employed in modern analysis of the macroeconomy. Prerequisites: ADB 407 and ADB 415 or approved equivalents.

ADB 532 Organizations and the Public Interest (2 Hrs.)
Examination of the relationship between institutions in our society. The course primarily investigates the interaction of business and government and its impact on individuals. Typically, one aspect of the relationship will be used to focus on whether the needs of society are being met in this interaction.

ADB 533 Business and Economic Forecasting (2 Hrs.)
Methods for analyzing and forecasting business and economic conditions pertaining to the industry and to individual firms. Demand and supply functions stressed. Prerequisite: ADB 516 or approved equivalent.

ADB 534 Antitrust and Trade Regulations (2 Hrs.)
Investigation of major legislative, administrative, and adjudicative functions related to regulation of business activities. Concentrates on contemporary issues as emphasis for viewing regulation as an evolving force in business activity. Prerequisite ADB 532 or approved equivalent.

ADB 535 Business and the Urban Environment (2 Hrs.)
Examines selected aspects of major concern to business policy makers: growth and development of metropolitan areas, housing and transportation, the inner city, poverty and racial problems, and urban finance and politics. Prerequisite: ADB 502, ADB 512 or approved equivalent.

ADB 536 Multinational Business (2 Hrs.)
Examination of the nature of the multinational business firm, and of economic, social, and political considerations which establish parameters for a multinational firm's activities.
Prerequisites: ADB 502, ADB 512 or approved equivalents.

**ADB 537 Multinational Corporations:**
**Policy Formulation (2 Hrs.)**
Examination and analysis of critical economic, social, and political variables, domestic and foreign, which enter into major policy decisions of multinational corporations. Prerequisite: ADB 536 or approved equivalent.

**ADB 540 Topics in External Environment (2 or 4 Hrs.)**
Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit.

**HUMAN RESOURCE MANAGEMENT**

**ADB 541 Organizational Dynamics (4 Hrs.)**
Structure and function of an organization as a sociotechnical system and of individual group, and leadership processes and behavior within it. Historical development, leadership, decision-making, group dynamics, motivation, job satisfaction, authority, influence and power, organizational change, communications, conflict, and organization structure and design. Not open to students who have received credit for this course previously numbered 401.

**ADB 542 Behavior Research in Organizations (4 Hrs.)**
Study of research methods which can be applied to analysis of the behavior of individuals and groups within an organizational setting. Focuses on design of research projects, evaluation of published research, and requesting research to be carried out by others. Prerequisite: ADB 541 or approved equivalent.

**ADB 545 Motivation: Theory and Practice (2 Hrs.)**
Focuses on application of various theories of human motivation to the organizational setting. Students are involved in developing motivation systems which can be used to direct individual effort and performance toward accomplishment of the organization's goals and objectives. Prerequisite: ADB 541 or equivalent.

**ADB 550 Topics in Human Resource Management (2 or 4 Hrs.)**
Advanced study of specific topics, to be announced when offered. Prerequisite: ADB 541 or equivalent. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit.

**ADB 551 Human Resource Management (4 Hrs.)**
Operational approach to managing people at work, drawing from behavioral sciences.

Builds on concept of reconciliation and integration of worker-organizational interests through supportive situation-oriented leadership by both line and staff managers. Focuses on emerging issues and concepts relating to management of human resources of an organization. Prerequisite: ADB 541 or equivalent.

**ADB 552 Performance Appraisal (2 Hrs.)**
Performance appraisal systems from both developmental and evaluative perspectives. Students are involved in developing performance appraisal systems to meet needs of various types of employees in various types of organizations. Prerequisite: ADB 551 or equivalent. See ADP 515.

**ADB 553 Labor-Management Relations (4 Hrs.)**
Examination of behavioral, economic, social, and institutional forces which affect quality of union-management relations and objectives. Analysis of relationships at individual work unit level and more complex levels as they interact with each other and influence negotiations, grievances, and administration of collective bargaining agreements in all kinds of work organizations.

**ADB 557 Socialization and Individualization (2 Hrs.)**
Adaptation of individuals to organizations and organizations to individuals. Processes used by organizations to change individuals' attitudes and behavior to fit needs of the organization, and processes used to change organizations to fit needs of individuals. Prerequisite: ADB 541 or equivalent.

**ADB 559 Wage and Salary Administration (2 Hrs.)**
The process of developing general compensation policies and criteria for large organizations. Direct and indirect compensation systems, incentive plans, wage surveys, and compensation guidelines. Designed for students interested in careers in personnel administration. Prerequisite: ADB 541 or equivalent. See ADP 514.

**ADB 560 Topics in Labor-Management Relations (2 or 4 Hrs.)**
Selected topics in labor-management relations, topic to be announced when offered. Prerequisite: ADB 553 or equivalent. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit.

**INTEGRATIVE COURSES**

**ADB 521 Research Analysis (4 Hrs.)**
Investigates methods used for collection, analysis, and interpretation of various types of business research data from the perspec-
tive of design, execution, and evaluation of research projects as well as requests for research. Emphasis will be given to using research analysis methods for decision-making within business organizations. Prerequisite: ADB 407 or equivalent.

**ADB 583 Business Policy (4 Hrs.)**

For Business Administration students, emphasizing the level of analysis necessary for top-management decisions and policy formulation for a firm operation in an uncertain environment. Satisfactory completion meets University graduation requirements of a problem-solving exercise for Business Administration students. Not offered during summer sessions. Prerequisites: ADB 502, ADB 512, ADB 522, ADB 541, or approved equivalents; expected completion of degree requirements by end of current semester.
Educational Administration — M.A. (44 Hrs.)

Program Faculty — Walter L. Bishop, Mark Heyman, James Nighswander, Merrill Redemer, L.F. Robinson
Associated Faculty — John E. Palincsar
Adjunct Faculty — Ronald R. Booth, Eugene M. Daly, Mary Loken, David M. Smith, John G. Wargo

The Educational Administration Program is designed to meet the in-service and professional growth needs of Illinois educators. The curriculum provides an opportunity to obtain the Master of Arts in educational administration, as well as the General Supervisory and the General Administrative certificates.

Because of the generic nature of most courses, the Educational Administration Program is appropriate for classroom teachers, state Department of Education personnel, central administrative staff, and school board members. A wide selection of courses is available to meet varying student needs and interests, while fulfilling the requirements for a degree and/or certification.

Springfield Educational Consortium

The SSU program in Educational Administration is an integral part of the Springfield Educational Consortium. Comprised of SSU, Western Illinois University, Southern Illinois University–Carbondale, and Illinois State University, the Consortium coordinates course offerings in Educational Administration/Leadership in the Springfield area, thus broadening the range of courses available to students. Students enrolled in SSU programs may complete half of their course work from other universities in the Consortium. Graduate degrees are available at the master’s, advanced certificate, and doctoral levels. The Consortium also is developing Springfield-based research and clinical learning opportunities for graduate students in each of the four universities.

Off-Campus Classes

During the Fall and Spring Semesters, ADE courses are regularly offered in Decatur and Jacksonville. Since 1972, SSU has been a member of the Millikin University Graduate Study Center together with Eastern Illinois University, Illinois State University, and the University of Illinois. Participating institutions coordinate course offerings to avoid duplication and to provide maximum opportunities for students.

Certification

Individuals interested in obtaining a supervisory and/or an administrative position in Illinois public schools must be properly certified. The general requirements established by the State Teachers’ Certification Board include a master’s degree, two years of documented successful teaching experience, 30 semester hours of graduate courses divided over four content areas, and clinical experiences. Both the General Supervisory and General Administrative certificates are available in the Educational Administration Program. More detailed information is included in the ADE student guide.

Clinical Experiences

Candidates for the General Administrative and/or General Supervisory Certificate are required to include clinical experience in their programs of study. Compliance with this requirement can
be accomplished with one of two options:

A clinical experience component is included as part of a number of ADE courses which deal with school management (e.g., Principalship, School Business Management, Personnel Management). In this option the student, in cooperation with his/her building principal (or supervisor) and instructor, develops a plan under which he/she becomes responsible for the analysis of a current school issue. A satisfactory written report, approved both by the principal and the instructor, documents this experience.

In the second option, the clinical experience is not implemented in connection with a particular course. The student prepares a field experience proposal and presents it to an ADE faculty member and to his or her principal or supervisor for approval. A final written report of this field experience, approved both by the instructor and the principal or supervisor, is required.

Advising

A student enrolled in the Educational Administration Program is expected to select a faculty adviser no later than the second semester of enrollment. This decision should be documented on the University form provided for this purpose. Assistance in selecting an adviser is available from any member of the ADE faculty. The faculty adviser assists the student in planning his/her program of studies and is also available to provide career counseling.

Grading Policy

Students in Educational Administration may select a pass-fail or letter-grade option. A passing grade in an ADE course is considered "B" or above. A failing grade is given for work below that level. The grade of "C" awarded during the effective period of this catalog will be counted, provided that an equal or greater number of "A's" are earned in ADE courses. However, no more than eight semester hours of "C" grades will be accepted.

Master's Project

All Educational Administration students are required to successfully complete the capstone course ADE 529 Case Studies, or submit an approved master's project.

Students interested in advanced graduate training may elect to do a formal thesis project. Credits earned for a thesis will be included in the 44 semester hour requirement. Advance approval by the student's faculty adviser is required.

Communication and Library Skills

Degree students are expected to demonstrate competency in communication skills and library skills. Successful completion of the required course ADE 505 Introduction to Research satisfies this requirement.

Program Requirements

The master's degree requires successful completion of 44 semester hours, including a minimum of 28 semester hours of ADE courses. There are four required courses:

- ADE 505 Introduction to Research 4 Hrs.
- ADE 509 Organizational Dynamics 4 Hrs.
- ADE 511 Curriculum 4 Hrs.
- ADE 529 Case Studies in Educational Administration 4 Hrs.

Each student must also meet the University requirement of four semester hours of Public Affairs Colloquia as a part of the 44 hours. ADE degree students often complete the PAC "Issues in American Education." Each student must also complete a successful clinical experience.
Educational Administration/Course Descriptions

ADE 500 Thesis (2-8 Hrs.)
Credit awarded upon acceptance of thesis.

ADE 501 Organization and Administration of Public Schools (4 Hrs.)
Examines the organizational implications of our federal system, administrative arrangements necessary for local districts, and nature and range of pressures on the schools. Recommend enrollment early in student's program.

ADE 502 School Finance (4 Hrs.)
Sources of school revenue, analysis of expenditure policies, intergovernmental relationships, introduction to economics of education, trends and issues, and other aspects of school finance. Clinical experiences are included.

ADE 503 School Law (4 Hrs.)
Legal aspects of public education with emphasis on statutory law, the School Code of Illinois, and judicial rulings. Examination of rights and responsibilities of boards, administrators, teachers, and students. Clinical experiences are included.

ADE 504 Politics of Education (4 Hrs.)
Examines effects of politics on education at federal, state, county, and local levels. Political roles of superintendent, board, and special interest groups. Political activities of principals, teachers, and community groups; effects of court decisions and legislation. Clinical experiences are included.

ADE 505 Introduction to Research (4 Hrs.)
Survey of basic research methods in educational administration. Topics include basic statistics, hypothesis testing, design of experiments, and use of research tools available from other disciplines. Should be completed early in the student's program.

ADE 506 Educational Facilities (4 Hrs.)
Examines phases of facilities planning: population study, educational goals, educational specifications, architect plans, contractor, financing, referendum, legal considerations, and school board; involvement of community, faculty, students, and administrators; planning site selection, additions, modernizations, and renovation; equipment and maintenance, and energy conservation. Schools are visited. Laboratory and field based clinical experiences are included.

ADE 507 Energy and the Schools (4 Hrs.)
The increasing cost of energy is an important issue for school administrators, and will probably continue to be for the foreseeable future. Examines major topics in energy as it relates to education, such as heating, lighting, transportation, and energy education. A variety of current efforts to meet energy problems in education will be surveyed. A technical energy background is not required. Clinical experiences are included.

ADE 508 School/Community Relations (4 Hrs.)
Examines relationships of schools to communities and citizen involvement in educational issues; development of more effective ways for educators to deal with new role of the public; changes in school/community relations practices. Emphasis on effective communication processes. Clinical experiences are included.

ADE 509 Organizational Dynamics (4 Hrs.)
Study of structure and function of an organization as a social system and of individual, group, and leadership processes and behavior within it. Clinical experiences are included.

ADE 511 Curriculum (4 Hrs.)
Nature of modern curriculum theories, practices, and development. Sources of knowledge utilized in formulation of elementary and secondary curriculum patterns that have emerged in American education. Approaches to curriculum study, revision, and evaluation. Clinical experiences are included.

ADE 512 School Business Management (4 Hrs.)
Analysis of local school business management. Includes principles and practices of accounting, budgeting, debt service, insurance, investments, lunch programs, maintenance and operations, purchasing, transportation, and other general responsibilities of managing school business affairs. Clinical experiences are included.

ADE 513 Educational Evaluation (4 Hrs.)
Theory, techniques, and application of evaluation as related to policy formulation and decision-making in an educational environment. Recommend completion of ADE 505 prior to enrollment.

ADE 514 Collective Bargaining (4 Hrs.)
Focuses on history and impact of collective bargaining in education. Examination of changing attitudes and problems. Emphasis on bargaining process for the new negotiator. Clinical experiences are included.

ADE 515 Data Processing in Education (4 Hrs.)
Administrative uses of data processing and computers. Application areas in attendance, report cards, scheduling, financial reports,
personnel, activity accounts, student records and SPSS.

ADE 519 The Principalship (4 Hrs.)
Examines competencies, role, and responsibilities of the building principal. Elementary, junior-high, and senior-high school principalships studied. Current research, issues, and problems considered. Clinical experiences are included.

ADE 521 Personnel Management (4 Hrs.)
Focuses on personnel function in educational administration. Hypotheses, concepts, and practices for resolving human problems in educational systems. Problems of manpower planning, compensation, collective negotiations, personnel information, and continuity of personnel services. Clinical experiences are included.

ADE 525 Supervision of Instruction (4 Hrs.)
Application of principles of supervision in the instructional setting. Includes current curricular and instructional practices, K-12. Specific goal is improvement of curricular and instructional practice through the supervisory role.

ADE 529 Case Studies in Educational Administration (4 Hrs.)
Integrative course utilizing case analysis of theoretical and applied aspects of educational administration. Student's particular area of interest will be recognized in required project. Prerequisites for master's degree candidates: successful completion of 16 hours of ADE courses plus ADE 505 and ADE 509, or approved equivalents. Must be taken in last portion of the student's program. However, non-degree students or candidates for the General Administrative, and/or General Supervisory certificate may elect to take this course without prerequisites. Clinical experiences are included.

ADE 531 The Organization and Administration of Special Education (2 Hrs.)
This eight-week course examines the philosophy, history, development, legislation, and current status of special education in Illinois. Emphasis is on cooperatives and their management including budget, personnel, and governing boards.

ADE 532 Current Issues and Problems in the Administration of Special Education (2 Hrs.)
Content of this eight-week course focuses on current issues confronted by directors, such as new state and federal legislation; new state policies and regulations; and P.L. 94-142 implementation. Staff recruitment, in-service, and evaluation are considered. Effective governing board policies and relations examined.

ADE 533 The Organization and Administration of Vocational/Technical Education (2 Hrs.)
Examines the philosophy, history, development, legislation, and current status of vocational/technical education in Illinois. Emphasis on the establishment and management of cooperatives, including budget, personnel, and governing boards. An eight-week course.

ADE 534 Current Issues and Problems in the Administration of Vocational/Technical Education (2 Hrs.)
Content focuses on current issues confronted by a director, such as new state and federal legislation; new state policies and regulations, and program evaluation. Staff recruitment, in-service, and personnel evaluation considered. Effective relations with governing boards and board policies examined. An eight-week course.

ADE 580 Current Topics (2 Hrs.)
Investigation of current issues in public education, taken in conjunction with participation in the Sangamon Administrators Round Table. May be repeated, but specific topics may not be repeated for credit.

ADE 590 Independent Research and Study (1-4 Hrs.)
Supervised investigation into a specific topic of implementation or a research project selected by the student. May include library or field work. Offered each term.
Public Administration —
M.P.A. (48 Hrs.)

Program Faculty — Fred W. Becker, Jr., John Collins, Jeanne Marie Col, Geoffrey Y. Cornog, Phillip M. Gregg, Kenneth Oldfield, Randolph P. Kucera, A. Wayne Penn, Ronald Sakolsky, Charles Sampson

Adjunct Faculty — Leland W. Fuchs, Walter J. Kesselman

The Public Administration Program offers professional graduate education leading to the M.P.A. degree and prepares students for careers in public service. The program works actively with many elements of state and local government to integrate academic and experiential components of the educational process. Many students have positions within agencies of Illinois state government; a growing number of pre-professional students have joined them in preparation for careers in public administration. Both the mix of students and the location of the program assist in the process of relating the concepts of theory to the insights of practical experience.

The effective management of public agencies requires a high level of administrative competence; therefore, basic curriculum requirements are designed to impart knowledge and skills essential to meet pressing public problems. Advanced course work in the program may be pursued through identified sets of professional development courses or through individually designed programs of study related to particular career goals. Thus, the program allows highly flexible career preparations, while imparting fundamental knowledge and problem-solving skills.

Pre-Service Students

Students entering the program without significant professional work experience in the public or private sector are encouraged to undertake internships as parts of their programs of study. Opportunities for such internships exist in various state and local government agencies within the Springfield area. A student may undertake an internship for up to four semesters, with up to 20 hours of work per week. Associated with the internship is an Internship Seminar (two credit hours) taken during each semester of internship activity, for a maximum of eight credit hours, which may be counted towards satisfying the advanced professional development requirement. Intern seminars are designed to relate the work experience to the career development goals of the student. These seminars are undertaken upon joint agreement of the student and the adviser. Other opportunities for work experience are identified in this catalog under the headings of Graduate Public Service Internship and Local Government Internship programs.

Grading Policy

Public Administration students may apply up to eight credit hours of “C” work toward the M.P.A. degree, provided that each credit hour of such work is offset by a credit hour of “A” work earned in a 500-level ADP course. All course work applied toward the M.P.A. under this arrangement must be earned at SSU while the student is enrolled in a graduate program at the University.

Writing Competence

Faculty will identify writing deficiencies in courses and will refer students to the Learning Center.

Program Requirements

Program Foundation and Core

Within the first 20 hours of program
study, students are to meet the requirements of the Program Foundation (12 hours), which surveys the field of public administration and those analytical tools prerequisite to advanced study. In addition, students are required to complete 12 hours of Program Core course work covering major functional areas and processes of public administration.

**Advanced Professional Development**

Advanced Professional Development courses are concerned with particular areas of expertise and career opportunities. Twenty hours of elective course work are taken by students in pursuit of their elected areas of study, of which at least 12 hours will typically involve public administration courses. Recognizing the diversity of student goals, the program allows students who wish to pursue individualized areas of study to do so in consultation with their advisers. Others may wish to pursue one of the Professional Development areas of study specifically identified here.

Before completing 24 hours of course work, each student should complete with his or her adviser a Professional Development Proposal as a program planning document. This proposal includes: 1) a statement of career objectives, 2) a set of courses, and 3) an explanation of how planned course work will advance the career objectives of the student.

Students pursuing the M.P.A. typically follow one of two advanced professional development patterns. One pattern involves course work chosen from ADP offerings, often including specialization in fields such as: personnel, budgeting, policy analysis/program evaluation, intergovernmental program administration, or organization change/development. The second pattern involves completing advanced course work in ADP offerings in conjunction with course work offered by other SSU academic programs, such as: Legal Studies (administrative law), Mathematical Systems (computer science, operations research), Environmental Studies (environment), Accountancy (public financial management), Child, Family, and Community Services (social services), or Social Justice Professions (law enforcement, corrections).

The Public Administration Handbook contains detailed information concerning the design of the Advanced Professional Development Proposal and advanced professional development course work.

**Master's Project: Problem-Solving Exercise or Thesis**

Within the Public Administration Program, students are required to complete a problem-solving exercise, a policy position report, or a master's thesis. Students typically complete the problem-solving exercise or policy position report by writing an appropriate policy position paper within an advanced ADP class chosen by the student in consultation with his or her adviser, and defend the Master's Project before a committee established according to University regulations. Detailed information concerning the master's project is provided in the Public Administration Handbook.

**Program Foundation**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ADP 501</td>
<td>12 Hrs.</td>
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<tr>
<td>Bureaucratic Politics and Public Policy Development</td>
<td>4 Hrs.</td>
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<tr>
<td>ADP 502</td>
<td>4 Hrs.</td>
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<tr>
<td>Dynamics of Public Organizations</td>
<td></td>
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<tr>
<td>ADP 503</td>
<td>4 Hrs.</td>
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<tr>
<td>Analytical Tools for Public Administrators</td>
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</tbody>
</table>

**Core Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ADP 504</td>
<td>4 Hrs.</td>
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<tr>
<td>Public Budgeting</td>
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<tr>
<td>ADP 505</td>
<td>4 Hrs.</td>
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<tr>
<td>Public Personnel Administration</td>
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<tr>
<td>ADP 506</td>
<td>4 Hrs.</td>
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<tr>
<td>Management Skills</td>
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**Advanced Professional Development**

<table>
<thead>
<tr>
<th>(See Public Administration Handbook.)</th>
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<tbody>
<tr>
<td>Public Affairs Colloquia</td>
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</table>

**Master's Project**

Total 48 Hrs.
Public Administration/Course Descriptions

PROGRAM FOUNDATION
ADP 501 Bureaucratic Politics and Public Policy Development (4 Hrs.)
Focuses on patterns and limits of bureaucratic power in public policy processes. Attention to impact of relationships between agencies, chief executives, and legislatures upon exercise of agency policy initiatives.

ADP 502 Dynamics of Public Organizations (4 Hrs.)
Study of structure and function of public organizations as socio-technical systems and of related individual, group, and leadership processes. Topics include leadership, decision-making, group dynamics, motivation, job satisfaction, authority, power, organizational change, communications, conflict, and organization structure and design.

ADP 503 Analytical Tools for Public Administrators (4 Hrs.)
Introduction to analytic and research tools required by professional public administrators. Topics include access to research materials; research methodology; analytic decision-making concepts - e.g., PERT, benefit-cost and cost-effectiveness analysis; descriptive statistics; inferential statistics and introduction to advanced statistics.

PROGRAM CORE
ADP 504 Public Budgeting (4 Hrs.)
Study of budgetary decision-making in governmental units. Political, economic, and administrative aspects of budgeting are examined. Analysis of budget innovations, such as the PPB System and Zero-Base Budgeting.

ADP 505 Public Personnel Administration (4 Hrs.)
Examination of personnel administration in the public sector and administrative problems raised by this important management responsibility. Evaluation of psychological, administrative, political, and legal factors affecting management's ability to deal with organization/employee relationships. Examples from federal, state, and local governments.

ADP 506 Management Skills (4 Hrs.)
Provides students with specific management skills important to effective operation of public organizations and programs.

PERSONNEL ADMINISTRATION
ADP 511 Collective Bargaining in Public Employment (4 Hrs.)
Examination of development and nature of employee organizations, collective bargaining, and public policies on labor relations in the public sector — federal, state, and local. Analysis of contemporary bargaining relations, procedures, problems, and consequences.

ADP 512 Advanced Issues in Public Personnel Administration (4 Hrs.)
Examination of contemporary issues in employee staffing and evaluation, government/employee relations, organizational structure and innovation, and technologies affecting public employment. Topics include images of public service, merit systems, patronage, employee conduct, wage and salary levels, and effects of employee organization. Prerequisite: ADP 505 or equivalent.

ADP 513 Staff Development and Supervision (4 Hrs.)
Provides training and background understanding of personnel issues, staff development models, and principles of direct supervision. See CFC 544 and HDC 544.

ADP 514 Wage and Salary Administration (2 Hrs.)
The process of developing general compensation policies and criteria for large organizations. Direct and indirect compensation system, incentive plans, wage surveys, and compensation guidelines. Designed for students interested in careers in personnel administration. Prerequisite: ADP 502 or equivalent. See ADB 559.

ADP 515 Performance Appraisal (2 Hrs.)
Performance appraisal systems from both developmental and evaluative perspectives. Students are involved in developing performance appraisal systems to meet needs of various types of employees in various types of organizations. Prerequisite: ADP 505 or equivalent. See ADB 552.

ADP 411 Contract Administration (4 Hrs.)
Examination of contract administration with emphasis on interpretation, application, and impasse resolution techniques of grievance procedures, mediation and arbitration. See LST 464.

ADP 412 Demystifying Professionalism (4 Hrs.)
Consideration of the definition of the nature of professionalism as an ideological question. Conservatives define the traditional model of professionalism. Liberals allude to a "new professionalism." Radicals call for the de-professionalization of society. These differences are explored. See LST 445.

BUDGET AND FINANCE
ADP 521 State/Local Financial Systems Administration (4 Hrs.)
Examination of methods used by executives of public agencies and private not-for-profit
organizations to increase the financial productivity of organizations. Methods and techniques will include: 1) understanding the sources of revenue and differences in expenditure patterns; 2) controlling direct expenditures and acquired services to facilitate organizational maintenance and conform to intent; 3) maximizing sources of revenue; and, 4) utilizing and leveraging financial resources to increase program outputs and outcomes.

**ADP 522 Intergovernmental Fiscal Relations** (4 Hrs.)
Examines structure, process, and consequences of fiscal relations among state, local, and national governments. Selected topics may include federal revenue sharing, bloc grants, categorical grants, state revenue sharing, and tax overlap and competition.

**ADP 523 Seminar in Public Budgeting and Finance** (4 Hrs.)
Applications of techniques, concepts, and models of budgeting and finance to selected areas of state, local, and federal governments. May involve case studies or problem-solving research of fiscal problems in nearby government units.

**ADP 524 Public Finance** (4 Hrs.)
Analysis of the meaning and economic significance of the government sector in a private enterprise economy.

**ADP 421 Accounting for Public Sector Entities** (4 Hrs.)
Major concepts, principles, and objectives of accounting for governmental and other non-profit entities. Management accounting information needs for planning, control, and performance evaluation. Includes cost-benefit analysis, cost-effectiveness studies, and program-planning-budgeting systems. Prerequisite: principles of accounting or equivalent. See ACC 454.

**POLICY ANALYSIS/PROGRAM IMPROVEMENT**

**ADP 531 Public Policy Analysis** (4 Hrs.)
Examination of the functions of policy analysis in political decision-making, including bases for judgement, impact on bargaining, analytical limitations, and other issues in design and implementation of policy studies.

**ADP 533 Public Agency Program Evaluation** (4 Hrs.)
Examination of goals, methods, and techniques of program evaluation in public agencies. Implications of program evaluation findings for legislative and executive program planning and implementation. Each student is required to design an evaluation of an organizational program. Student should have completed ADP 502 and ADP 503 prior to this course.

**ADP 534 Implementation of Programs and Policies** (4 Hrs.)
Examination of obstacles and opportunities in implementing program and policy decisions. Methods identifying and assessing environmental, organizational, and personal factors affecting successful implementation. Stresses need for implementation analysis in organizational and public policy research. Prerequisite: ADP 502 or equivalent.

**ADP 535 Productivity Improvement for Public Executives** (4 Hrs.)
Methods of analyzing and improving organization design, policies, procedures, practices, and performance. Emphasis on providing the student with practical skills; each student applies methods to actual organization problems.

**ADP 431 Auditing Concepts and Responsibilities** (4 Hrs.)
Role of the attest function in society and a knowledge of concepts and techniques underlying the audit process. Includes historical evolution of the attest function; professional responsibilities and ethics; auditing standards; legal liabilities; the audit process, reports, and opinions. Prerequisites: ACC 323 and 334. See ACC 464.

**ORGANIZATION DEVELOPMENT AND CHANGE**

**ADP 541 Organization Change and Development** (4 Hrs.)
Examination of theories and approaches to organizational change, overview of applied methodologies used to further organizational development processes, including action research, team building, job design, and career development.

**ADP 542 Consulting and Helping Skills for Administrators** (4 Hrs.)
Utilization of theory and practice to help class participants develop skills in consulting/helping. Especially appropriate for persons in positions where they advise or help others in addressing a variety of technical or human problems.

**ADP 441 Workplace Democracy** (4 Hrs.)
Analysis of origins and recent developments in theory and practice of workplace democracy, in the United States and other countries, both capitalist and communist. Exploration of such concepts as worker control, worker self-management, and economic democracy. See LST 462.

**PUBLIC LAW**

**ADP 551 Administrative Law** (4 Hrs.)
Legal foundation of administrative powers
and limitations; study of delegation of administrative power, administrative discretion, legislative and executive control, and legal restraint; types of administrative action and enforcement, administrative remedies, and judicial review of administrative action. See LES 551.

ADP 552 Advanced Legal Research and Writing (4 Hrs.)
Students will, as a class, select and research in-depth current legal problems and issues. Increased emphasis will be placed on analytical thinking and writing skill. Students may write legal memoranda, law related articles, and/or draft legislation. Prerequisite LES 401 or comparable experience. See LES 578.

ADP 451 Judicial Administration (4 Hrs.)
Introduction to basic concepts and critical issues in judicial administration. Emphasis on Illinois court system structure and functions, in comparison with national standards and other court systems. Topics include case-flow management, jury management, records management, personnel administration, judicial rule-making, budgeting, planning, and research. See LES 421.

ADP 452 Nondiscrimination Laws in Employment (4 Hrs.)
Development and implementation of nondiscrimination laws in employment, including hiring, firing, promotion, terms and conditions, benefits, and pay. Focus on protective labor laws, veterans preference, harassment, due process requirements in employment. See LES 449 and WMS 449.

INTERGOVERNMENTAL/LOCAL ADMINISTRATION

ADP 561 State/Local Program Implementation (4 Hrs.)
Introduction to basic concepts and issues of intergovernmental administration. Examines impacts of national policy and state and local government on program implementation. Applications to Illinois programs such as public assistance, health, law enforcement, water supply, and urban development.

ADP 562 Seminar in Intergovernmental Administration (4 Hrs.)
Concepts of intergovernmental administration which students use to analyze problems of program coordination confronting public officials. Applications take the form of problem-solving and case studies of specific agencies and intergovernmental networks.

ADP 563 Local Public Service Delivery (4 Hrs.)
Study of concepts and issues of delivery of legal public services in urbanizing areas. Focus on opportunities and problems of intergovernmental administration in service delivery. Application to services such as fire and police protection, streets and roads, solid waste disposal, sewerage, water supply, and recreation.

ADP 564 Seminar in Urban Administration and Planning (4 Hrs.)
Analysis of city management functions as a complex organization. Advances in decision-making, policy analysis, program budgeting, evaluation, and organizational development which relate to the chief executive are stressed. Case studies of budgeting and policy analysis in response to system of demands and supports provide the focus.

ADP 565 Metropolitan Intergovernmental Relations (4 Hrs.)
Study of the impact of multidistrict, multicity relations within the metropolitan region. Comparison of state and federal requirements as an integrative device from the outside. Analysis of planning and operating agency experience.

ADP 566 Management of Local Government (4 Hrs.)
Exploration of forms of government under Illinois law, the management of local government in relation to functions performed by various local agencies. Examines role of the professional manager and the management team. Emphasis on policy issues, problem-solving, budgeting, and employee performance.

ADP 461 Community Organizing (4 Hrs.)
Identifies sets of organizing tactics that can consistently contribute to successful strategies for social change. Reviews divergent thematical approaches and examines actual case studies to evaluate their validity and effectiveness.

MANAGEMENT SCIENCE

ADP 471 Operations Research for Managerial Decisions (4 Hrs.)
Introduction to methods of operations research and management science: applications to government, industry, education, and health. Prerequisite: high school algebra.

ADP 572 Management Information Systems (4 Hrs.)
Systematic study of work organizations and establishment of criteria for information flows. Examination of data sources and uses for information systems for management planning and control in various types of administrative environments. Development of methodology for design and implementation of management information systems.

ADP 473 Operations Research Methods (4 Hrs.)
Introduction to quantitative methods neces-
sary for analysis, modeling and decision-making. Topics include decision theory, linear programming, network analysis, sequencing and scheduling, inventory systems, and queuing problems. Prerequisite: MSY 311. See MSY 446.

M.P.A. students seeking to pursue advanced technical course work in operations research, research design, statistics, management information systems, advanced accounting/auditing, and/or computer science should contact the program convener.

LEGISLATIVE ADMINISTRATION

ADP 581 Theories and Processes of Legislative Administration (4 Hrs.)
Introduction to the application of administrative theories and techniques to legislatures. Examination of staffing patterns, information systems, and functions such as policy development and legislative oversight. Comparison with Congress and legislatures of other states and countries. Students must create individual proposals for improvement in legislative processes or practices.

ADP 582 Organization and Management in Legislatures (4 Hrs.)
Application of organization theory and management techniques to specific administrative issues, such as coordination, leadership, consensus building, staff development, budgeting, and accountability. The course includes simulations, cases and field research. Prerequisite: ADP 581.

ADP 583 Legislative-Agency Relationships in Illinois (4 Hrs.)
Examination of interorganizational relationships between executive agencies and legislative units as they relate to policy formation, budgetary, administrative rule-making, and internal organizational processes. Interactions between the Illinois General Assembly and executive agencies in Illinois provide specific focus.

ADP 584 Seminar in Legislative Administration (4 Hrs.)
Advanced research and analysis of management practices in legislatures. Participants will analyze one or more major management issues in the legislature, such as allocation of research functions, organization of oversight activities, development and tracking of legislative proposals, or organization of staff services. Specific attention given to the Illinois General Assembly. Prerequisites: ADP 581 and ADP 582.

TOPICS/INDIVIDUAL ARRANGEMENTS

ADP 599 Tutorial in Public Administration (1-12 Hrs.)
Credit awarded upon acceptance of thesis.

ADP 500 Thesis (1-8 Hrs.)
Credit awarded upon acceptance of thesis.

ADP 590 Topics in Public Administration (2 or 4 Hrs.)
Selected topics announced when offered. May be repeated for indefinite number of credit hours but particular topics must differ.

INTERNSHIP SEMINARS

ADP 560 Graduate Public Service Internship Seminar (2 Hrs.)
Topics include critical issues in public service for public policy development processes; functional operations of public agencies; and independent research. May be repeated for maximum of eight credit hours.

ADP 570 Local Government Internship Seminar (2 Hrs.)
Study of basic administrative problems and procedures for local government in context of Local Government Internship Program assignment. Procedures include: local government budgeting, personnel, zoning and planning, intergovernmental programs, city, code, revenues and taxes. May be repeated for a maximum of eight credit hours.

ADP 580 Public Administration Internship Seminar (2 Hrs.)
Analysis of internship experience. May be repeated for a maximum of eight hours credit.
Biology — M.A. (40 Hrs.)

Program Faculty — Robert C. Haynes, Ann M. Larson, Richard W. Sames, David L. West

Associated Faculty — Malcolm P. Levin, William W. Martz

The Biology Program proposes to build on the undergraduate base of each student by providing opportunities to gain additional knowledge and acquire basic research skills. The program will develop the student's expertise in defining a problem, learning the major library tools to search the literature, critical thinking, oral and written communication, defining experimental protocols, and interpreting results. The student is required to master a particular body of knowledge and a specific set of laboratory and/or field research skills. Moreover, the Biology Program attempts to fulfill University objectives by defining the skills required for specific career opportunities and by cultivating an awareness of the responsibility of a trained scientist to serve as a resource for the public.

Entrance Requirements and Advising

Matriculation into the graduate program is contingent upon successful completion of requirements for a bachelor's degree in Biology. All beginning graduate students must have completed one year of organic chemistry, one year of college physics, and college mathematics through calculus — or their equivalents — as prerequisites. Also, beginning graduate students may be required to take self-assessment tests of basic learning skills.

Beginning graduate students will be initially assigned to an academic adviser and will have provisional status as degree candidates until they have satisfactorily completed 10 credit hours of program-approved course work. When degree candidacy is granted — and it may be with remedial provisions to strengthen deficiencies — each candidate must form a master's committee which will supervise the master's program and master's project. In consultation with their adviser, candidates are expected to demonstrate progress toward completion of the master's program.

Grading Policy

Master's candidates are expected to maintain a "B" average, and those students who fall below that grade level may lose their candidacy. A maximum of eight credit hours of "C" grades are applicable to the degree. However, "C" grades will not be accepted for required courses, and "C" grades received in elective courses must be balanced by "A" grades in program-approved courses. Required courses may not be taken on a credit-no credit basis. Courses may be repeated.

Program Requirements

The master's degree model (see chart) presents University requirements, program requirements, required courses, and some suggested courses for graduate study in Biology. For graduation, a total of 40 credit hours is required, of which 32 must be approved by the Biology Program. In keeping with University policy, graduate students enrolled in 400-level courses should expect to have additional demands placed upon their performance. All graduate students are required to take Bio 500 Graduate Research for a minimum of four credit hours, and Bio 501 Graduate Seminar for two credit hours. Students are also required to attend the final graduate seminars during each semester in which they are enrolled.

There are several pathways to the
M.A. degree in Biology: either by an emphasis on cell biology or on environmental biology, or through an individualized program of study. In the latter, students should identify needs and goals upon which they can base a master's program with guidance from the adviser and master’s committee.

THE CELL AREA of study combines advanced course work with special training in laboratory research skills in cell biology. Students are expected to demonstrate mastery of these areas in their master’s project research.

THE ENVIRONMENTAL AREA of study complements advanced course work in theory with special training in field and laboratory research skills. Knowledge of current environmental regulations and a mature perspective on the interactions of mankind and the environment are emphasized.

Master’s Project

The Master’s project is to be based on a graduate research problem approved by each student’s master’s committee. Each master's project shall include a formal written manuscript and an oral presentation open to faculty, students, and guests. The student's master's committee decides whether the project is acceptable.

Facilities and Instrumentation

The Biology Program emphasizes student mastery of instrumentation as a major component of both the undergraduate and graduate curricula. Current facilities consist of five teaching laboratories and one independent project laboratory. The equipment available for environmental studies includes a john boat and Boston whaler, portable spectrometer, portable pH meter, dissolved oxygen meter, submarine photometer, echo sounder, Van Dorn water samplers, and an extensive array of sampling and assay equipment for field and laboratory investigation of aquatic and terrestrial habitats. Specialized facilities include an all-weather greenhouse, terrestrial and aquatic animal facilities, and walk-in cold rooms.

For studies in cell biology and physiology the following are available: radiation biology laboratory equipped with a liquid scintillation counting system; electron microscopy laboratory which includes Hitachi HU-11B and HS-8 microscopes, high-vacuum evaporator, and freeze-fracture apparatus; light microscopy laboratory which contains a wide range of microscope systems; cryostat; micro- and macro-photographic equipment, and darkroom; microbiology facilities including incubators, isolated preparation room, and complete sterilization capabilities; and a wide range of biochemical and physiology equipment, such as preparative high speed and ultracentrifuges, oscilloscopes, polygraphs, ultraviolet, visible and infrared spectrophotometers, gas chromatographs, and atomic absorption and nuclear magnetic resonance spectrometers.

Special Collection

The Program is the holder of the collection of anaerobic bacteria and bacteriophage gathered by Dr. L. S. McClung, professor emeritus of microbiology at Indiana University. These organisms are used for research purposes by both undergraduate and graduate students.

Biology/Course Descriptions

BIO 422 Electron Microscopy (4 Hrs.)

Theory and procedures of electron microscopy, integrated with an understanding of ultrastructural morphology. Competency is developed within three broad areas including material preparation, instrumentation, and information processing through technique modules and an individual research project.

BIO 425 Immunology (4 Hrs.)

Analysis of host defense mechanisms and the immune response. Specific topics: antigens, antibodies and their reactions, humoral and cell-mediated responses, inflammation, anti-
BIO 426 Plant Physiology (4 Hrs.)
Examination of physiological processes, mechanisms, and models involved in water relations, photosynthesis, nutrition, growth, and development of plants with emphasis on vascular plants.

BIO 432 Cytology (4 Hrs.)
Structure and function of cells and organelles. Laboratory studies include theory and application of histological and cytochemical techniques. Prerequisites: general chemistry and BIO 311 Cell Biology or equivalent.

BIO 435 Invertebrate Zoology (4 Hrs.)
Comprehensive study of major and minor invertebrate phyla. Emphasis on morphology and "special features" of living and preserved specimens that facilitate recognition. Lecture/discussions, seminars, laboratory, and occasional fieldwork.

BIO 436 Vertebrate Zoology (4 Hrs.)
Ecological study of backboned animals. Brief account of organ systems of vertebrate classes followed by principles of systematic biology, factors governing distribution, adaptation, reproductive physiology and behavior, and population dynamics.

BIO 438 Algology (4 Hrs.)
Identification, morphology, physiology, and ecology of algae with emphasis on freshwater forms. Spring Semester, when offered.

BIO 446 Virology (3 Hrs.)
Study of viral cells with their viruses, which form the basis for study of interactions of mammalian cells and their viruses. Use of viruses in transfer of genetic information also discussed. Prerequisite: BIO 345 General Microbiology, or organic chemistry or equivalent.

BIO 449 Advanced Microbiology (4 Hrs.)
Examination of selected advanced topics which may vary in response to student need, but including aspects of microbial physiology such as growth, metabolism, photosynthesis, and genetics. Prerequisite: BIO 345 General Microbiology or equivalent.

BIO 464 Comparative Physiology (4 Hrs.)
Comparative study of major systems in representative animal phyla. Includes osmotic and ionic regulations, respiration, circulation, endocrine function, nutrition, and excretion. Prerequisite: BIO 362 Human Physiology or equivalent.

BIO 469 Field Methods in Terrestrial Biology (2 Hrs.)
Collection methods, marking, sexing, aging, home-range measurement, habitat analysis, and evaluation. Laboratory involves group projects.

BIO 472 Methods in Aquatic Biology (4 Hrs.)
Sampling design, collection, preservation, enumeration, and biomass determination of periphyton, macroinvertebrates, plankton, nekton, and benthos. Includes field and laboratory experiences, data analyses, and introduction to the preparation of contract bids. Prerequisite: BIO 375.

BIO 473 Parasitology (4 Hrs.)
Emphasis on life history, morphology, and taxonomy of major groups. Field work required. Laboratory experiments include host-parasite relationships, physiology, and biochemistry of representative systems.

BIO 475 Limnology (4 Hrs.)
Study of structure and function of aquatic ecosystems. Interrelationships of physical, chemical, and biological factors emphasized. Prerequisite: BIO 375 Aquatic Biology or equivalent.

BIO 478 Developmental Biology (4 Hrs.)
Causal analysis of chemical and cellular factors involved in reproduction, cellular differentiation, organogenesis, regeneration, metamorphosis, growth, senescence, and death in representative plants and animals. Prerequisite: BIO 311 Cell Biology.

BIO 479 Evolution (4 Hrs.)
Examination of the origin of life and history of development of living systems. Analysis of classical and neo-classical Darwinism and mechanisms of evolution with emphasis on microevolutionary studies as an analytical tool.

BIO 480 Workshop for Science Teachers (2-4 Hrs.)
Workshop on science methods and materials intended primarily for in-service experience. May be repeated for credit without limit.

BIO 481 Plants and Civilization (3 Hrs.)
Interrelationships of plants and humans in their evolution and cultural development.

BIO 500 Graduate Research (1-10 Hrs.)
In-depth investigation of a biological topic. Before beginning graduate research, students must have been granted degree candidacy and must have formed an examination committee to approve and review progress of the project. Research paper and formal seminar required for credit. Maximum of 10 semester hours may be applied toward the degree. Offered each semester.

BIO 501 Graduate Seminar (2 Hrs.)
In-depth exploration of biological topic with emphasis on methods of library research, organization of material, and techniques for presenting information. Required of M.A. candidates.
BIO 510 Special Topics in Biology (1-4 Hrs.)
Intensive study of a topic under investigation by contemporary biologists. Description of topic for a given semester will be stated in course schedule. Prerequisite: dependent upon topic. Course may be repeated for an indefinite number of credit hours, but topic of study must differ.

BIO 512 Light Microscopy and Photomicrography (4 Hrs.)
Applications of optical research tools to various types of biological materials and problems. Includes darkfield phase, differential phase, and Nomarski phase systems as well as principles of photomicrography.

BIO 523 Physiological Instrumentation (2 Hrs.)
Designed to establish competency in techniques and instrumentation used in physiological research. Includes surgical techniques, choice and use of anesthetics, multi-channel polygraphs, oscilloscopes, and animal respirators.

BIO 524 Radioisotopes in Biology (4 Hrs.)
Use of radioactive materials in analysis of biological processes and safety precautions which must be followed when pursuing such investigations. Prerequisite: CHE 415 Biochemistry or equivalent.

BIO 551 Advanced Cell Biology (4 Hrs.)
Cell structure and function, physiochemical properties, and cellular interactions. Prerequisites: BIO 311 Cell Biology and CHE 415 Biochemistry I or equivalents.

BIO 571 Advanced Ecology (2 Hrs.)
Critical review of contemporary ecological concepts, mainly through review and discussions of primary references. Designed especially for M.A. students majoring in environmental biology. Prerequisite: satisfactory matriculation into environmental biology curriculum.

### Biology Master's Degree Model

#### University Requirements

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<tr>
<th>Areas of Study</th>
<th>Required Courses</th>
<th>Suggested Electives</th>
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<tbody>
<tr>
<td>Program</td>
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<td>In consultation with adviser and master's committee.</td>
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</table>

| No more than 12 semester hours of transfer credit toward degree; credit must have resulted in "B" grade or better. | Entering graduate students may be required to take self-assessment tests of basic learning skills. | INDIVIDUALIZED PROGRAM |
| INDIVIDUALIZED PROGRAM | In addition, each individualized program must include 16 credit hours of didactic graduate level courses. |

#### At least 16 semester hours between matriculation and graduation.

A maximum of 8 credit hours of "C" grades applicable to the degree, provided that each credit hour is balanced by an "A" grade. (See Program Requirements.)

4 semester hours of PAC.

All entering graduate students are on academic provisional status for first 10 credit hours of program-approved course work.

Total of 40 credit hours required, 32 of which must be approved by Biology Program. Required courses may not be taken on a credit/no credit basis.

| Minimum of 20 credit hours in biological concepts courses. |
|-----------------|-----------------|-----------------|
| CHE 415* and 416* | BIO 422 | BIO 425 |
| BIO 500 (4 Hrs. minimum) | BIO 449 | BIO 510 |
| BIO 501 | BIO 512 | BIO 524 |
| BIO 551 | CHE 421* | MSU 401** |

Program Requirements.
### Biology Master's Degree Model (continued)

<table>
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<tr>
<th>Requirements</th>
<th>Areas of Study</th>
<th>Required Courses</th>
<th>Suggested Electives</th>
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<tr>
<td>University</td>
<td>Program</td>
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</tr>
<tr>
<td>Constitution</td>
<td>accepted for required courses; any &quot;C&quot; grade taken in an elective course must be balanced by an &quot;A&quot; grade in another program-approved course.</td>
<td>CHE 415* BIO 469 or 472 BIO 500 (4 Hrs. minimum) BIO 501 BIO 571 MSU 401* ENS 483*</td>
<td>CHE 431* ENS 434# ENS 445# ENS 482# ENS 484 or 485#</td>
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<tr>
<td>Master's project.</td>
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- No "C" grades accepted for required courses;
- Any "C" grade taken in an elective course must be balanced by an "A" grade in another program-approved course.
- Master's project must involve a research component.

*CHE 415/416  Biochemistry I/Biochemistry II
CHE 421  Instrumental Analysis
CHE 431  Environmental Chemistry

**MSU 401  Applied Statistics

#ENS 434  Water Resource Policy and Administration
ENS 445  Biology of Water Pollution
ENS 463  Environmental Climatology
ENS 482  Environmental Policies: Solid Waste
ENS 483  Environmental Policies: National Environmental Policy Act
ENS 484  Environmental Policies: Air Quality
ENS 485  Environmental Policies: Water Quality
Child, Family, and Community Services — M.A. (52 Hrs.)

Program Faculty — Harry Berman, Carole Fee McHugh, Caryl Moy, John Poertner, Michael Townsend, Don Yohe

The Master of Arts program in Child, Family, and Community Services is designed to provide advanced-level professional training for students who have already had some experience in the human services or are intending to prepare for a specific area of service.

The objectives of the graduate curriculum are related to full professional practice, and in a number of ways resemble traditional social work education. Because of the resources of the University and its location in the state capital, there is an increasing emphasis on social development, or the management/policy aspect of the social services. A student may elect a direct service concentration in children or families or a social development concentration in community services.

Areas of Study

Employers in the social services generally expect advanced-level students to have well-developed areas of knowledge and skill. The four areas listed are most commonly chosen by students in this program. Other areas of study may be developed with approval of the adviser. The required skills course and the courses chosen under program electives should reflect the student’s area of study. Electives available in other University programs may be chosen with approval of the adviser.

1. Social Services: Prepares students who want to work in traditional social work areas. The emphasis is on a variety of service delivery patterns, such as case work, group work, and community organization. The character of this area of study is similar to that of the MSW degree.

2. Children’s Services: Prepares students for careers in fields such as child care, early childhood education, institutional care of children, and child welfare services (foster care, adoption, and services related to child abuse).

3. Family Studies: Combines courses in the history of family development, comparative studies in family organization, sociology of family life, human sexuality, marriage, parenting, and family therapy.

4. Social Policy/Community Social Services: Prepares students to understand the complex forces that form com-
munities. Special emphasis is placed on strategies for social change. Career opportunities might include work in client advocacy, community development, youth outreach services, and neighborhood organizing.

Grade Policy

Graduate students must earn a "B" grade as minimum in all required courses.

Thesis

A thesis is required for all graduates. This is to be an extensive written document directed to a topic or issue in the social service field and must be approved by a student’s adviser. It may focus on statistical analysis, a practice issue, or social policy analysis. The defense and explanation of the thesis will compose the University’s problem-solving requirement.

Internship

Professional training is achieved through rigorous course work and regular application of course material to direct service. Over-all integration of knowledge and skills comes through the internship, consisting of two placements in the social service system. Each placement is two semesters in length and will involve a minimum of two days each week in voluntary or paid service. A student who is employed in the social services may use his/her employment as the internship provided special arrangements have been made with the adviser. Students are encouraged to take the internship as two credit hours during each of four semesters. This is eight hours of academic credit and approximately 1,000 hours of field learning. This experience should be concurrent with course work, but may be done in a block of time in another community if necessary. In either case, the internship must be discussed carefully with the adviser, both prior to and during the experience. Weekly supervision is provided by the agency and may be supplemented by written, taped, or videotaped segments of the student’s work.

Program Requirements

The master’s program requires 52 hours of graduate-level courses.

Human Behavior and the Social Environment
(including CFC 501 and 502) 8 Hrs.
Social Policy/Social Services
(CFC 506 and 507) 8 Hrs.
Social Research Skills
(such as CFC 505, SJP 440, or SOA 511) 4 Hrs.
Management/Supervision
(such as CFC 544) 4 Hrs.
Direct Service Skills
(appropriate courses to be selected in consultation with adviser) 8 Hrs.
Thesis Seminar 4 Hrs.
Internship 8 Hrs.

Other Requirements

Program Electives 4 Hrs.
Public Affairs Colloquia 4 Hrs.

TOTAL 52 Hrs.

Child, Family, and Community Services

CORE COURSES

CFC 501 Human Behavior and the Social Environment I (4 Hrs.)
Examination of human behavior as a consequence of social dynamics, environment, and culture. Behavior is viewed primarily from a group societal perspective.

CFC 502 Human Behavior and the Social Environment II (4 Hrs.)
A counterpart of CFC 501. Examination of human behavior from the perspective of individual development and choice. Integration of theory and major theme issues that are part of all individual human behavior.

CFC 505 Applied Research (4 Hrs.)
Analysis of research design, sampling techniques, questionnaire or survey instrumentation, and statistical analysis. Also includes problem definition, general principles of information gathering, and interpretation. Students learn basic statistical meanings without advanced mathematical skill.

CFC 506 History and Philosophy of Social Work (4 Hrs.)
Issues and people instrumental in historical
development and philosophical span of the social work profession.

CFC 507 Social Services and Policy in The 20th Century (4 Hrs.)
Examination of a variety of roles currently carried by social services and exploration of what new models might be developed. Some examination of interrelationship of selected social problems and public attitudes and policy.

CFC 508 Thesis Seminar (4 Hrs.)
Individualized research class. Students must demonstrate skill at conceptualizing social phenomenon, problem formulation, research design and a corresponding problem-solving process by completing an acceptable research project under supervision of a faculty member. Enrollment limited to master's candidates.

CFC 550 Internship (1-8 Hrs.)
Intensive direct service experience in a social service agency. Regular supervision required. Placement is developed with advisor; 125 hours of service earns one credit hour. Course is generally taken for two credit hours. Service time may be concurrent with classes or may be full time. Course may be repeated for a total of eight hours.

GENERAL COURSES

CFC 423 Counseling Women (4 Hrs.)
Examination of specialized biological, psychological, and social issues which affect women. Exploration of theoretical assumption, counseling practices, and process variables which may apply differently to or affect women in counseling/therapy. Identification of skills facilitative to women in general and to particular subgroups of women. See HDC 423 and WMS 423.

CFC 424 Working with the Involuntary Client (2 Hrs.)
Many social services provide the bulk of their services to clients who are required to receive service. Course examines agencies, philosophies, skills, and impact of this arrangement on both client and worker.

CFC 427 Case Assessment and the Process of Change (4 Hrs.)
Examines skills and information necessary for diagnosis and formulation of a treatment plan and the philosophy and process of change.

CFC 428 Helping Victims of Violence (4 Hrs.)
Examines the impact of violence on victims; skills required of the professional; and some of the most common situations, such as assault, rape, etc.

CFC 429 Introduction to Groups (4 Hrs.)
Basic group dynamics such as tasks, composition, and leadership patterns; implications of these principles of group counseling.

CFC 431 The Unwanted Child (4 Hrs.)
A look at basic problems of abuse, desertion, neglect; and study of solutions typically employed to solve these problems.

CFC 432 Issues in Child Abuse (4 Hrs.)
Specific study of incidence and causes of abuse, remedies, and special emphasis on impact on the professional who deals with abuse.

CFC 438 Children and the Law (2 Hrs.)
Designed for the human services professional who deals with children and their families. Examines laws affecting lives of children from birth to adulthood.

CFC 447 Streetwork with Adolescents: Introduction to Community Outreach Work (4 Hrs.)
Exploration of theories, techniques, and models of working with troubled adolescents and their families. Studies ways neighborhood residents can organize and provide leadership for important community activities.

CFC 448 Community Outreach Work: Discovering Strengths of Low-Income Neighborhoods (4 Hrs.)
Examination of specific techniques of neighborhood organizing, using indigenous people and resources. Uses Chicago Area Project for delinquency prevention as the primary model. Explores ways of identifying leadership and resources in low-income neighborhoods.

CFC 454 The History of the Family (4 Hrs.)
Investigates the modern family in comparative and historical perspective. Selected themes — changing patterns of sexuality, high rate of divorce, shifting kinship relationships — are explored historically to understand their importance in the present. See HIS 454.

CFC 456 Human Sexuality (4 Hrs.)
Exploration of knowledge and values toward issues of human sexuality with emphasis on sociological content, personal growth, and professional development. Format includes lectures, film presentations, and small-group discussions. See HDC 456 and SOA 456.

CFC 467 Family Dynamics (4 Hrs.)
Examines the cultural context of family life, differing individual dynamics, and their influence on the relationship and growth and changes in that relationship.

CFC 482 Aging and the Social Services (4 Hrs.)
Examination of the process and condition of being aged, and social services that operate
to lessen problems of aging. Evaluation of services and attitudes and policies that inhibit or promote delivery of those services. See GER 482.

CFC 485 Classics of Children’s Literature (4 Hrs.)
Study of books children read before there was a “children’s literature,” as well as books written for children. Includes a social history of children and the family. See LIT 485.

CFC 521 Advanced Interviewing and Intervention (4 Hrs.)
The helping relationship, with emphasis on skill development. Recommended for students in human services who utilize therapeutic interviewing. Videotaping used. Prerequisites: CFC 303 and CFC 427.

CFC 522 Helping Professions and the Law (4 Hrs.)
The helping professions and the network of legal regulations and prescriptions. Study of legal responsibility, malpractice, privacy, confidentiality, torts, and licensure. Attention to recent changes in the law. See LES 522.

CFC 525 Preventive Programming (2 Hrs.)
Study of models for conceptualizing preventive programs. Students design, and when possible implement, a preventive program in the community. See HDC 525.

CFC 526 Radical Social Work (4 Hrs.)
Critiques the social work profession and the system maintenance function of social services in the context of U.S. socio-economic-political structure. Explores alternative strategies open to social workers committed to a comprehensive assault on our society’s major social problems.

CFC 537 Advanced Child Development (4 Hrs.)
In-depth look at child development, proponents of particular perspectives, and current research and findings in the field. Prerequisites: course in child development or child psychology.

CFC 542 Program Planning and Evaluation (4 Hrs.)
Study of elements of evaluation of social agencies, including need, effectiveness, and utilization of resources. Helps students to develop basic skills and understanding for both planning and evaluation.

CFC 544 Staff Development and Supervision (4 Hrs.)
Provides training and background understanding of personnel issues, staff development models, and principles of direct supervision. See HDC 544.

CFC 545 The Gifted Child (4 Hrs.)
Defines areas of talent and methods of its identification. Deals with research in the field of giftedness, assessment of special needs, and development of unique programs for the gifted. See HDC 545.

CFC 551 Principles and Techniques of Child Therapy (4 Hrs.)
Consideration of recent thinking and research about child therapy. Surveys techniques recommended for treatment of disorders classified as: intrapersonal, situational, and crisis. Diagnosis of disorders emphasized. See PSY 551.

CFC 552 Child Psychopathology and Therapy (4 Hrs.)
Student learns to recognize and define clinical problems of childhood, disclose clinical results, prescribe treatment approaches, and outline theoretical positions based upon research findings. See PSY 552.

CFC 556 Play Therapy (4 Hrs.)
Investigation of play therapy in treatment of children with severe handicaps and children experiencing transient developmental-adjustment difficulties. Student is exposed to divergent theoretical models upon which play therapy has been founded. See PSY 556.

CFC 557 Group Therapy: Theory, Research, and Techniques (4 Hrs.)
Group dynamics, research, and theory combined with study of group therapy. Class lectures, discussions, and simulations demonstrate group processes, provide experience in a group therapy situation, and teach specific leadership techniques. See PSY 557. Prerequisite: PSY 553, or permission of instructor.

CFC 559 Family Therapy (4 Hrs.)
For advanced students interested in specializing in family counseling techniques. Students develop and implement family treatment plans in actual and/or simulated family systems, and must be able to articulate at least two major family counseling approaches. See HDC 559 and PSY 559.

CFC 567 Sexual Counseling (4 Hrs.)
Exploration of problems in sexual functioning and some therapeutic methods available for change. Prerequisite: college-level course in human sexuality or permission of instructor. See HDC 567.

CFC 574 Social Problems/Social Policy (4 Hrs.)
Study of selected major social problems and social strategies for coping. Current state and national policies in regard to integration, family stabilization, and disarmament will be evaluated.
CFC 576 Community Organization: Theory and Models (4 Hrs.)
Identifies sets of organizing tactics that can consistently contribute to successful strategies for social change. Reviews divergent thematical approaches and examines actual case studies to evaluate their validity and efectiveness.

CFC 577 Poverty, Welfare, and Social Policy (4 Hrs.)
Analyses causes, manifestations, and effects of poverty. Attention to development of the welfare system and its various difficulties. Current theoretical and legislative proposals for change are studied.

CFC 578 Principles of Social Development (4 Hrs.)
Explores social and human costs of rapid technological development, intensified urbanization, and depersonalization of societal structures. Proposes reality-oriented models of competent social functioning designed to foster mutually supportive human ties and re-establish individual ability to make an impact on societal institutions.

CFC 579 Seminar on Social Change (4 Hrs.)
Historical, theoretical, and practical examination of processes intended to create change at the macro level in society. Contemporary social movements and their ideology are examined as to their impact and potential for change in the social order.
**Communication — M.A. (36-40 Hrs.)**

**Program Faculty** — Sandra Baldwin, Jeffrey Van Davis, Sherrie Good, Henry Nicholson, Ray Schroeder, Larry Smith  
**Associated Faculty** — Bill Miller

The Communication Program is concerned with the exchange of symbolic messages, how this process may be hindered or facilitated, and how it affects groups and individuals. The program seeks to enhance students' skills at message-making and their understanding of the role of communication in human endeavor. To accomplish these goals, the curriculum addresses the theoretical, critical, and technical aspects of communication.

The graduate program in Communication has two main objectives: to guide students in an intensive exploration of the structure and function of human communication and to educate students in the methods and theory of communication inquiry so that they can form, criticize, and evaluate answers to problems in human communication.

The graduate program is distinct and separate from the undergraduate program though certain courses are open to both B.A. and M.A. candidates. Graduate students enrolled in these (400 level) courses should expect more stringent grading standards and more assignments, and perhaps differently structured ones, than undergraduates enrolled in the same courses.

The following four areas of study are explored regularly through courses in the curriculum: broadcasting, communication theory and human relations, journalism and language theory, and public relations and organizational communication.

**Entrance Requirements**

For admission to the Master of Arts program, the student must have a bachelor's degree or its equivalent. During their first term in the program, students are expected to take diagnostic examinations, which will be evaluated by the student's adviser and the program's Graduate Committee. The program reserves the right to require additional course work where deficiencies are indicated.

**Advising**

Each new student should consult with a faculty adviser prior to initial registration. The adviser will help the student develop a course of study based on program requirements and the student's personal interests.

A prospectus form indicating the student's planned program of study should be completed during the first term and should be submitted through the adviser to the program's Graduate Committee for approval.

**Grading Policy**

No "C" grades in Communication courses may be applied toward the degree.

**Credit/No Credit**

No Communication concentration course may be taken on a credit/no credit basis.

**Course Repetition**

Communication courses numbered 491-498 and 591-598 (experimental courses listed only in the Class Schedule) may be taken for credit more than once provided the course topic is different each time. No more than six semester hours of credit for COM 599 Tutorial will be accepted for the degree. COM 501 Thesis and COM 502 Project may be enrolled in only once. All other Communication courses may be repeated for grade improvement only once; they may
not be repeated for credit.

Program Requirements
All master's degree candidates at the University are required to complete four semester hours of Public Affairs Colloquia. In addition, the Communication Program requires that candidates complete COM 505 Research Methods of Communication and at least two 500-level graduate seminars. The amount of additional course work is in part determined by whether the student selects the thesis or the project option. If the thesis option is chosen, 16 more semester hours of Communication courses are required in addition to the thesis. If the project option is chosen, a minimum of 20 more semester hours of Communication courses are required in addition to the project. These options are outlined below:

Option 1:
COM 505 Research Methods in Communication (4 Hrs.)
Graduate-level Communication courses (including at least 8 hours of 500-level seminars) 24 Hrs.
Public Affairs Colloquia 4 Hrs.
COM 502 Project 4 Hrs.
Minimum additional course work relevant to Project 4 Hrs.
Total Minimum Required: 36 Hrs.

Option 2:
COM 505 Research Methods in Communication (4 Hrs.)
Graduate-level Communication courses (including at least 8 hours of 500-level seminars) 24 Hrs.
Public Affairs Colloquia 4 Hrs.
COM 501 Thesis 4 Hrs.
Total Minimum Required: 36 Hrs.

Communication/Course Descriptions

REQUESRED COURSES
COM 501 Thesis (4 Hrs.)
In-depth exploration of a topic; students should consult with their advisers during first semester in residence for guidelines and information on the thesis requirement. Course completion fulfills the University Master's Project requirement.

COM 502 Project (4 Hrs.)
Production of a major project selected with approval of the adviser and graduate committee. Students should consult their advisers during their first semester of residence for program guidelines. Either COM 501 or 502 must be completed.

Graduate-level Communication courses (including at least 8 hours of 500-level seminars) 24 Hrs.
Public Affairs Colloquia 4 Hrs.
COM 502 Project 4 Hrs.
Minimum additional course work relevant to Project 4 Hrs.
Total Minimum Required: 36 Hrs.

JOURNALISM AND LANGUAGE THEORY

COM 402 Legal Reporting (4 Hrs.)
Methods and techniques of reporting on the activities of courts and other legal institutions will be studied. Students will analyze substan-
Communication

COM 403 Feature Article (4 Hrs.)
Examination and utilization of feature writing techniques. Weekly feature article assignments. Publication encouraged but not required.

COM 404 Media Law (4 Hrs.)
Study of legal privileges and limitations primarily affecting those who work in the media. Includes an examination of free press and fair trial, obscenity, libel, right of privacy, access to the media, access for the media, contempt of court, and advertising law.

COM 406 Photography for Communicators II (4 Hrs.)
Class and lab instruction focuses on refinement of existing skills and such topics as artificial light, mounting and display, color slide processing. Basic knowledge of photography is assumed. Camera with adjustable lens required.

COM 415 Psycholinguistics (4 Hrs.)
Psychology of spoken and written language. Major topics are psychology of language acquisition in children, linguistic competence and performance, biological and social content of language, and language as behavior.

COM 417 Words (4 Hrs.)
Study of culture's style through its use and esteem of words (oral, written, electronic), their biases and insights. Specifically, course will contrast use and function of words in oral and print culture. Project involving words required.

COM 511 Semiotics (4 Hrs.)
A study of the sign, the basic unit of human communication. Primate language included. The work of Peirce, Morris, Saussure, and Eco will be read. Writing projects required.

COM 516 Issues in Communication Law (4 Hrs.)
An examination of legal rights and restrictions affecting the media. Includes a discussion of First Amendment theory, privacy, libel, obscenity, free press/fair trial, and access cases. Ethical as well as legal issues will be examined.

COMMUNICATION THEORY AND HUMAN RELATIONS

COM 421 Interpersonal Communication (4 Hrs.)
An analysis of communication at the individual level including an extended examination of the informational, perceptual, and predictive issues in law. The writing of several feature-length articles on law or legal institutions will be required. These articles will be reviewed for publication through the Illinois Bar Association. See LES 488 and PAR 488.

COM 422 Communication and Couples (4 Hrs.)
Focuses upon the communication potential and problems of the male-female relationship. Students learn ways in which expectations and experiences of the individual reflect upon the couple relation and how relationships develop. The role of social forces in shaping couple relationships is examined.

COM 428 Nonverbal Communication (4 Hrs.)
Looks at how personal symbols (clothes, body language, etc.) and public symbols (space, time) convey meaning and at problems arising from differing interpretations of these symbols.

COM 435 Commercials: The Hidden Messages (4 Hrs.)
Television commercials will be examined in terms of the persuasive strategies they employ and techniques they use for reaching target audiences. Special attention will be given to the topics of hidden messages and subconscious appeals. Various techniques of persuasion and content analysis will be discussed.

COM 438 Analyzing Communication Processes (4 Hrs.)
Introduction to techniques of analysis as they apply to study of human communication behavior. Discussion and application of knowledge-generating techniques are grounded in real communication situations. Familiarity with methods presented allows students to interpret and criticize communication research studies.

COM 524 Dynamics of Human Communication (4 Hrs.)
The structuring of experience and the ways in which that structuring helps and hinders our communication are the main themes of this graduate seminar. The ideas of a variety of scholars will be critically examined and synthesized in class discussion.

COM 528 Meaning and Social Structure (4 Hrs.)
The ways in which humans attach meaning to symbols have far-reaching effects on individuals and on society. This seminar will examine theories of coding and meaning in order to understand the similarities and differences in individual interpretation of words, symbols, events, and interaction, and will explore the connections among language structure, indi-
vidual thinking, and social structure.

BROADCASTING

COM 441 Mass Media — Theory and Practice (4 Hrs.)
Concentrates on social effects of the media and how societal changes, in turn, affect the media; new technologies of the media; and in-depth research study of relationship between media and government. See PAR 441.

COM 442 Broadcasting in American Society (4 Hrs.)
Brief history of broadcasting; nontechnical discussion of UHF, VHF, AM, FM, and cable transmission — reception, programming trends, commercial and noncommercial broadcasting, regulations and responsibility of broadcasters, impact of broadcasting on society, and children’s programming.

COM 445 Journalism for the Electronic Media (4 Hrs.)
Study of tools and techniques of professional media journalists: news writing, reporting style, ethical and legal responsibilities. Final paper required. Students write and produce news and documentary pieces.

COM 446 Broadcast Management (4 Hrs.)
Basics of broadcast management including specific management needs in areas of engineering, law, programming, Federal Communications Commission, advertising, production, operations, ascertaining of community needs, personnel, organization, construction, equipment, traffic, research, unions, creativity, promotion, politics, accounting, public relations, and publicity. Management by objectives approach; emphasis on planning, organization, and control.

COM 448 Media Advertising (4 Hrs.)
Introduction to theoretical and creative processes in media advertising. Students receive basic orientation not only to economic aspects of advertising, but also to creative processes. Students develop advertising campaigns and write television, radio, and press copy.

COM 449 Broadcast Performance for Journalists (4 Hrs.)
Radio and television microphone technique, on-camera presence, articulation, and voice projection; style of announcing and commercial announcing are covered in student performance activities.

COM 453 TV Practicum (4 Hrs.)
Workshop course which provides opportunities to gain experience and develop skills in television and video production. Basic knowledge of television is assumed. Prerequisite: COM 352.

COM 454 Documentary Production (4 Hrs.)
An advanced course in documentary video production. Students examine the history and impact of film and video documentaries in America as they study the process and technology of electronic news/documentary gathering, editing, and production. Each student will produce documentary programs of varying lengths for the course. Prerequisite: COM 352.

COM 541 New Technologies in Electronic Media (4 Hrs.)
Seminar on new and emerging technologies and systems in electronic media: hardware, software, and societal impact.

COM 542 Broadcast Programming (4 Hrs.)
Investigation into theories and realities of current programming tactics for both radio and television. Students research and analyze such topics as format strategy, program producers and sources, and audience research.

PUBLIC RELATIONS AND ORGANIZATIONAL COMMUNICATION

COM 461 Practical Applications of Public Relations (4 Hrs.)
Analysis of most effective methods for creation, exchange, and flow of ideas within private and public organizations. Examination of media as tools for disseminating ideas. Projects include preparing print, radio, and video press releases; public service announcements; and commercial advertisements.

COM 463 Effective Organizational Communication (4 Hrs.)
Survey of major communication functions in organizations, person-to-organization relationships, analysis of interaction between organizational structures, message forms and flows, channel effects, and personal behavior.

COM 464 Conflict Management (4 Hrs.)
Analysis of role and effect of conflict on interpersonal, group, and organizational relationships and social movements in both theoretical and practical applications to foster greater success in resolving conflict.

COM 465 Interviewing (2 or 4 Hrs.)
Examination of interviewing and its various purposes in a variety of communication settings. Practical and theoretical approach.

COM 467 Political Communication (4 Hrs.)
The study of political communication from examples of classical to contemporary rhetoric with emphasis on contemporary political campaigns.

COM 468 Propaganda and Persuasion (4 Hrs.)
An examination of theories and techniques of attitude and behavior change: Students will
analyze various historical and current propaganda and persuasion campaigns.

**COM 562 Public Relations in Organizations (4 Hrs.)**
Advanced study of public relations in organizations. Examination of the problems involved in designing and implementing a public relations campaign with emphasis on communicating within and outside different organizations. Examination of and participation in empirical research on public relations and organizational communication.

**COM 569 Analysis of Small Groups (4 Hrs.)**
Analysis of effective group organization and function. Students examine various leadership styles in the modern organization. Stress management and time management techniques are incorporated.

**INDIVIDUALIZED STUDY**
**COM 599 Tutorial (1-4 Hrs.)**
Specialized instruction for graduate students. Student may arrange to develop, with approval of instructor and Program Graduate Committee, a course on an otherwise unavailable topic.

The following courses are accepted for the graduate major. Through petition to the Program Committee, it is possible for the student and adviser to obtain approval for additional courses in other programs.

- **ART 436** Publication Design
- **LIT 465** History of the English Language
- **LIT 482/ PAR 407** Creative Non-Fiction
- **MAN 431** Advertising and Marketing Strategy
- **MAN 461** Managerial Communication in Public Relations
- **MAN 462** Oral Communication for Managers
- **MAN 463** Advanced Report Writing for Managers
Community Arts Management
— M.A. (50 Hrs.)

Program Faculty — Jonathan Katz, Dolo Brooking
Associated Faculty — Randolph P. Kucera, John Palincsar, Ina Robertson, Larry Shiner, Donald F. Stanhope
Adjunct Faculty — Mary G. Ewell

The Community Arts Management Program emphasizes the skills and knowledge especially appropriate to the management of multi-arts organizations such as community and state art agencies and arts centers. The program is based on the assumption that a good arts administrator is one who possesses not only general management and planning skills but also knowledge and skills specifically pertinent to the arts. These include awareness of art forms; ability to examine aesthetic issues and make aesthetic decisions; an understanding of the similarities and differences between producing and distributing an aesthetic product and an industrial one; familiarity with the peculiarities of nonprofit and government management systems; knowledge of strategies for increasing earned and related income, donated and granted income, membership, and volunteer support; and knowledge of sources of funding. Although the program focuses upon the management of multi-arts organizations, the competencies acquired have enabled graduates to pursue careers in orchestra, theater, museum, and dance company management. The program has been designed, and is continually under review, to ensure a balance of theory and practical work experience that stimulates inquiry, self-criticism, learning, and growth.

Entrance Requirements

After being accepted for graduate study at the University, students must apply to the director of the Community Arts Management Program for admission. Applicants must have some academic or experiential background in the arts. At least two years' work experience in some field (not necessarily the arts) is desirable. Enrollment is selective; each year from 10 to 15 persons will be admitted. Because of this selectivity, each program participant can benefit from continual individual counseling and flexibility in arranging degree requirements which meet individual needs, supplementing prior work experience and academic study.

Grading Policy

If balanced by an equal number of hours of "A," a minimum of eight hours of "C" is applicable toward the master's degree. "A" or "B" work is required for degree credit in any CAM-prefix course.

Program Requirements

Graduate students should plan to complete the degree program in two full years. The first, consisting of course work and local internships, is spent in Springfield. Each semester, in CAM 521 and CAM 522, students, with the counsel and approval of faculty, choose an arts organization—such as the Illinois State Museum, Illinois Arts Council, Missouri Arts Council, Springfield Art Association, Springfield Theatre Guild, SSU Public Affairs Center, Springboard (the community arts council), and the Springfield Ballet—with which to work approximately eight hours each week. Students thus have the opportunity to apply knowledge gained through course work, to learn experientially, and to develop professional credentials.

The Community Arts Management
Program offers a Public Affairs Colloquium examining public policy and the arts at the federal, state, and community levels in the United States. Location of the University in the state capital gives the program exceptionally good access to the persons, activities, and materials associated with cultural policy decision-making in the public sector.

For the second year of the program, with the advice of faculty and approval of the program director, the graduate student may choose supervised field experience in a professionally staffed arts organization. Other alternatives include a single semester of field experience during the second year of the program or the development of a specialization in arts management through a full second year of resident course work and internship.

Faculty are responsible to the University and the program participant for the educational value of the field experience. Faculty and the participant plan the kind of field experience they feel would be most valuable to the participant's administrative development. Once placement is made, they agree on more specific educational objectives and evaluative procedures. Salary arrangements are negotiated between employer and participant. The agreement is formalized by contract.

All participants attend a two-week program evaluation and problem-solving seminar in Springfield during May or June of their final year in the program. Upon satisfactory completion of the seminar and other University requirements, the participant is recommended for the degree.

To satisfy the requirements for the Master of Arts degree in the two-semester resident/two-semester field experience format, the student must successfully complete the following CAM courses:

- CAM 482 Sources of Information for Arts Managers 2 Hrs.
- CAM 502 Administration of Arts Organizations 4 Hrs.
- CAM 521 Internship I 2 Hrs.
- CAM 522 Internship II 2 Hrs.
- CAM 531 Theater and Concert Management
- CAM 532 Museum/Visual Arts Center Management 4 Hrs.
- CAM 571 Field Experience I 8 Hrs.
- CAM 572 Field Experience II 8 Hrs.
- CAM 573 Problem-Solving and Program Evaluation Seminar 2 Hrs.

The student must also complete the following support courses or demonstrate competency in their subject matter:

- CAM/LES Legal Aspects of Arts Administration 2 Hrs.
- ACC 427 Financial Management for Arts Organizations 2 Hrs.
- ADP 503 Analytical Tools for Public Administrators 4 Hrs.
- PHI 432 Philosophy of Art 2 Hrs.
- Public Affairs Colloquia and electives totaling at least 8 semester hours constitute the remainder of the required course work 8 Hrs.
- Total: 50 Hrs.

To satisfy the requirements for the Master of Arts degree in the three-semester resident/one-semester field experience format, the student must successfully complete the following CAM courses:

- CAM 482 Sources of Information for Arts Managers 2 Hrs.
- CAM 502 Administration of Arts Organizations 4 Hrs.
- CAM 521 Internship I 2 Hrs.
- CAM 522 Internship II 2 Hrs.
- CAM 531 Theater and Concert Management 4 Hrs.
- CAM 532 Museum/Visual Arts Center Management 4 Hrs.
- CAM 571 Field Experience I 12 Hrs.
- CAM 573 Problem-Solving and Program Evaluation 2 Hrs.
The student must also complete the following support courses or demonstrate competency in their subject matter:

**CAM/LES Legal Aspects of Arts Administration** 2 Hrs.
**ACC 427 Financial Management for Arts Organizations** 4 Hrs.
**ADP 503 Analytical Tools for Public Administrators** 4 Hrs.
**PHI 432 Philosophy of Art** 2 Hrs.
**Public Affairs Colloquia and electives** 6 Hrs.
**Total: 50 Hrs.**

To satisfy the requirements for the Master of Arts degree in the two-year resident course work and internship format, the student must successfully complete the same CAM courses listed above; the same support courses as above, with the exception that CAM/LES 486 Legal Aspects of Arts Administration is taken for 4 hours of credit and CAM 572 is not taken; an additional semester of internship for 2 hours; and Public Affairs Colloquia and electives totaling 14 hours. This format also totals 50 hours.

### Community Arts Management/Course Descriptions

**CAM 481 Organizational Skills for Arts Managers** *(2 or 4 Hrs.)*
Covers planning, problem-solving, needs assessment, program evaluation, and the motivation and coordination of volunteers, as well as topics suggested by participants. Methods of teaching will include discussion, lecture, guest presenters, case studies, role playing, and other strategies appropriate to the topic. Not intended for graduate majors.

**CAM 482 Sources of Information for Arts Managers** *(2 Hrs.)*
Familiarizes the student with the texts, periodicals, census data sources, professional associations, public agencies, newsletters, data banks, and access tools that constitute basic sources of information for arts managers. Emphasizes skills necessary to gather information for community needs assessment and program evaluation.

**CAM 483 Arts and Education** *(4 Hrs.)*
How to develop, implement, and evaluate arts and education programs. Designed for teachers, arts administrators, and volunteers.

**CAM 486 Legal Aspects of Arts Administration** *(2 or 4 Hrs.)*
Introduction to law and its applications in arts administration. Geared to a graduate-level student, experienced professional, or community agency volunteer with little or no formal training in law. Learning strategies include case study, group work, and individual investigation. See LES 486.

**CAM 490 Directed Study** *(2 or 4 Hrs.)*
Supervised individual or group project in a specialized area otherwise unavailable. Subject to approval of program director. May be repeated for indefinite number of hours, but a particular project may not be repeated for credit.

**CAM 502 Administration of Arts Organizations** *(4 Hrs.)*
Development of competencies working with organizational structures, board-staff relationships, planning processes, marketing, and audience development strategies, and grants processes associated with art-producing and arts-supporting organizations.

**CAM 521 Internship I** *(2 Hrs.)*
Combines a supervised internship and workshops in the development of professional ethics, knowledge of a variety of management styles, and familiarity with several artforms.

**CAM 522 Internship II** *(2 Hrs.)*
Continuation of CAM 521, usually in another arts organization. Workshops emphasize communication skills and career advancement strategies.

**CAM 531 Theater and Concert Management** *(2 or 4 Hrs.)*
Study of performance production procedures and strategies for effective marketing and public relations. Areas include programming, publicity, house management, box office, and facility usage.

**CAM 532 Museum/Visual Arts Center Management** *(4 Hrs.)*
Covers exhibition development, program planning and promotion, facility management, and general management practice. Uses a variety of learning strategies including the group management of university exhibition space.

**CAM 571 Field Experience I** *(8-12 Hrs.)*
Supervised off-campus work experience in a professionally managed arts organization following completion of resident course work.

**CAM 572 Field Experience II** *(8-12 Hrs.)*
Continuation of CAM 571. Completion of
work experience documentation and evaluation.

**CAM 573 Problem-Solving and Program Evaluation Seminar (2 Hrs.)**
Intensive professional development seminar, sharing of work experience, mutual instruction, and evaluation of all aspects of the program.

The following courses represent the variety of electives available and accepted for the program major. These and other courses may be approved by the student's adviser and program director in order to tailor a program to meet the particular needs of each student:

- **ADP 502** Dynamics of Public Organizations
- **COM 453** TV Practicum
- **COM 463** Effective Organizational Communication
- **COM 464** Conflict Management
- **ECO 455** State and Local Finance
- **HIS 511** Museum/Historic Sites Methods
- **MSU 401** Applied Statistics I
- **MSU 423** Computer Fundamentals for Administration
- **POS 480** Topics in Political Studies
Economics — M.A. (40 Hrs.)

Program Faculty — Charles E. Begley, Sharon Erenburg, Donald Escarrez, Walter D. Johnson, John Munkirs, Sumol Padungchai, Roy Wehrle

Associated Faculty — Michael Ayers, Mark Erenburg

The Economics curriculum is designed to meet the needs and goals of students for whom the M.A. is a terminal degree. The program will, however, prepare students for entry into a Ph.D. program if they should decide to continue their graduate studies. Core emphasis is placed upon an understanding of theory and the use of quantitative tools. This is done within an applied framework.

Entrance Requirements

An undergraduate degree in Economics is not required for entrance into the M.A. program. However, students are required to demonstrate proficiency at the intermediate level in both micro and macro theory and statistics. Proficiency in these areas can be demonstrated by completion of appropriate undergraduate course work or by passing proficiency examinations.

The following courses are considered as meeting the proficiency requirements:
- Economics 301 - Intermediate Microeconomics
- Economics 302 - Intermediate Macroeconomics
- Economics 313 - Statistics for Business and Economics

Advising

Students should establish an advising relationship with one of the program faculty during the first semester. Students may select an adviser or, if they wish to have one assigned, may contact the program convenor.

Grading Policy

An overall “B” average in all courses in Economics is required for an M.A., with no more than eight hours of “C” which must be balanced by eight hours of “A.” An average of “B” or better is required in the two graduate theory courses: ECO 501 and 502.

Master’s Project or Thesis

In addition to the 28 hours of Economics Program requirements all M.A. candidates must complete either a Master’s Project (ECO 500A) or a Master’s Thesis (ECO 500B). It is recommended that students discuss this choice with their adviser as soon as possible.

Program Requirements

The master’s degree requires completion of 40 hours, including a minimum of 32 hours of Economics courses. In addition to the four-hour Master’s Thesis/Project there are five required courses and eight hours of graduate Economics electives. The required courses are:

- ECO 408 History of Economic Thought 4 Hrs.
- ECO 413 Econometrics 4 Hrs.
- ECO 501 Advanced Microeconomic Theory 4 Hrs.
- ECO 502 Advanced Macroeconomic Theory 4 Hrs.
- ECO 506 Mathematical Economics 4 Hrs.

If a student has completed any of these courses or their equivalent as an undergraduate, graduate Economics electives for the same number of credit hours must be substituted. To qualify as a graduate Economics elective a course must be assigned a 500-level prefix or be subject to prior program approval. Those 400-level courses allowed for graduate credit will be subject to course work greater than that required of undergraduates. The remaining eight hours are divided between fulfilling the University requirement of four semester hours of Public Affairs Colloquia and optional electives.
Economics/Course Descriptions

THEORY

*ECO 301 Intermediate Microeconomics (4 Hrs.)
Theory of prices and markets theory of demand and production; pricing under conditions of competition and monopoly; allocation and pricing of resources; partial and general equilibrium theory; and welfare economics. Offered fall and spring.

*ECO 302 Intermediate Macroeconomics (4 Hrs.)
Analysis of the role of government, consumers, and business in determination of aggregate income, employment, and price level. Primary attention given to development of a model of income determination, with discussion of the model's relation to classical economic theory and its policy and social implications. Offered fall and spring.

*ECO 303 Institutional Theory (4 Hrs.)
Analysis of impact of recent developments in philosophy, logic, anthropology, and other social sciences on conventional economic theory. See LST 403.

ECO 408 History of Economic Thought (4 Hrs.)
Study of creation and evolution of the body of knowledge and doctrine designated as "economics." Particular attention to historical and social circumstances from which various concepts evolved, and "theory" creation as an art.

ECO 409 Radical Political Economics (4 Hrs.)
Development of radical thought in Western civilization, from Socrates through Trotsky, Stalin, and into the present. Orientation is toward identifying relationships between theoretical ideas and pragmatic implementations.

ECO 313 Statistics for Business and Economics (4 Hrs.)
Covers the methods for collecting, analyzing, and interpreting numerical data for the purpose of making better decisions. Includes basic probability theory, analysis of variance, and regression and correlation analysis.

*ECO 315 Economics for Administration (4 Hrs.)
Study of essential micro- and macroeconomic concepts as they apply to administrative decisions. Principal theories and analysis of efficient resource allocation are related to economic decisions of individuals, public and private organizations, and society. Primarily for students who have had no prior college-level work in Economics.

ECO 500A Master's Project (4 Hrs.)
Research project individually designed to permit the student to demonstrate knowledge of economic theory and ability in applied analysis. ECO 500A or ECO 500B required of M.A. candidates.

ECO 500B Master's Thesis (4 Hrs.)
Academic study of student-selected topic that utilizes economic theory and involves both a survey of relevant literature and empirical analysis. ECO 500A or ECO 500B required of M.A. candidates.

ECO 501 Advanced Microeconomics Theory (4 Hrs.)
Optimization techniques as applied to demand, cost, and production theory. Other topics include general equilibrium, market structures, capital theory, distribution theory, as well as recent mathematical topics of game theory and input-output. Prerequisite: ECO 401 and ECO 506 or their equivalent.

ECO 502 Advanced Macroeconomics Theory (4 Hrs.)
In-depth study of macroeconomic theory and models of the determination of aggregate income, employment, interest rate, and price level. Involves theory from the classical, Keynesian, rational expectations, and supply-side perspectives. Prerequisite: ECO 402 or its equivalent. ECO 506 is strongly recommended and may be taken concurrently.

ECO 503 Advanced Institutional Economics (4 Hrs.)
Evolution, organization, and allocation functions of modern industrial economic concepts. Philosophical and theoretical interpretations of the economy in light of contemporary development in philosophy and social science. Prerequisite: ECO 403 or equivalent.

ECO 508 Seminar: History of Economic Thought (4 Hrs.)
In-depth study of particular schools of economic thought: i.e., physiocratic, mercantilist, classical, neo-classical, Marxism, etc. Students have considerable latitude in choosing area of concentration. Prerequisite: ECO 408 or equivalent.

ECO 512 Advanced Monetary and Fiscal Policy (4 Hrs.)
Consideration of principles of monetary and fiscal policy in-depth, documentation of how policies have been enacted in post-war period, and critical examination of relative effectiveness of these policies. Prerequisite: ECO 402 and 435.

QUANTITATIVE METHODS

ECO 413 Econometrics (4 Hrs.)
Statistical techniques used to estimate economic relationships.

*Course will not count as graduate Economics credit.
nomic relationships — e.g., demand, supply, production, consumption functions, etc. Prerequisite: Intermediate Statistics.

ECO 382 Research Methods (2 Hrs.)
Training in research techniques in economics and in sound methodological practice through involvement in research projects. Includes source identification, hypothesis formulation, statistical analysis and presentation, and reporting results. Prerequisite: Intermediate Economic Theory or equivalent.

ECO 506 Mathematical Economics (4 Hrs.)
Mathematical techniques for analysis. Includes calculus, linear algebra, and linear programming in the context of economic problems and issues.

ECO 513 Advanced Econometrics (4 Hrs.)
Statistical techniques used in economic modeling and forecasting. Covers single-equation, simultaneous equations, and time-series models. Prerequisite: ECO 413 or equivalent.

ECONOMIC HISTORY OF COMPARATIVE SYSTEMS

ECO 418 U.S. Economic History (4 Hrs.)
Survey of major sources of economic development from colonial era to World War II. Special attention to sectoral contributions: foreign trade, cotton and slavery, government, finance, transportation, and industry.

ECO 421 Comparative Economic Systems (4 Hrs.)
Analysis of similarities and differences between various economic systems through an examination of the systems of different countries, including the Soviet Union, China, Yugoslavia, and Japan.

ECO 422 Soviet Economics (4 Hrs.)
Comprehensive examination of Soviet economic planning since 1917. Emphasis on analyzing functional and dysfunctional aspects of planning, especially as they relate to ideological and pragmatic questions.

LABOR ECONOMICS

ECO 425 Labor Economics (4 Hrs.)
Application of economic principles to problems of labor sections of the American economy. Includes employment, unemployment, and manpower policies; wage determination and wage policy; development and organization of trade unions in private and public sectors; social legislation; and policy for the labor market as these relate to contemporary social and economic problems. See LST 425.

ECO 426 Manpower Economics (4 Hrs.)
Functioning of the labor market with consideration of wages, mobility, labor supply and unemployment. Analysis and evaluation of the role of government in labor allocation process and projecting future tasks.

MONEY AND FINANCE

ECO 335 Money and Banking (4 Hrs.)
Concentration on principles of banking, with commercial banks and Federal Reserve System as central topics, followed by Monetarist and Keynesian monetary theories, and presentation of empirical evidence on effectiveness of monetary policy. Offered fall and spring. Prerequisite: ECO 415 or equivalent.

ECO 437 Securities Market (4 Hrs.)
Methods of security analysis for defensive and enterprising investors. Examination of financial statements, security markets, types of investment media, and investment practices. Economic function of saving and capital formation and its reflection in securities, security markets, and types of investors.

ECO 438 Futures (4 Hrs.)
Economic functions of futures markets in general; analysis of speculation and its impact on price movements; followed by focus on actual workings of real-world futures markets, emphasizing specific exchange, roles of trading firms, dealers, and speculators.

INTERNATIONAL AND DEVELOPMENT ECONOMICS

ECO 445 Economic Development (4 Hrs.)
Introductory course presenting overview of principal problems of the Third World. Some major theories of causes of low income, various applications of economic analysis to specific policy issues and social and political considerations. Limited number of country cases presented as illustrations.

ECO 447 International Trade (4 Hrs.)
Establishment and examination of the free-trade model, followed by study of real-world impediments to theoretical model with particular emphasis on problems encountered by United States in the past decade. Course in Intermediate Microeconomic Theory prior to enrollment recommended.

ECO 449 The World Economy (4 Hrs.)
Overview of world economy: trade, finance, exchange rates, monetary reserves, poverty, wealth, multi-national corporations, and governments. Objective is understanding and assessing current performance and future prospects. Prior economic study not required.
PUBLIC ECONOMICS
ECO 455 State and Local Finance (4 Hrs.)
Impact of recent changes in the federalism system: federal grant-in-aid programs, state and local government fiscal positions and priority problems, and revenue sharing. Emphasis on revenue sharing in historical context and current dimensions. Prerequisite: ECO 401.

ECO 456 Public Finance (4 Hrs.)
Analysis of meaning and economic significance of the government sector in a private economy. Prerequisite: ECO 401.

INDUSTRIAL ORGANIZATION AND PUBLIC POLICY
ECO 461 Industrial Organization (4 Hrs.)

ECO 462 Government and Business (4 Hrs.)
Critical analytical review of federal policies and programs regulating activities of private business in light of political, legislative, and economic considerations.

ECO 467 Policy Analysis (4 Hrs.)
Survey course examining how policy questions in business and government can best be analyzed and presented to decision-makers. Covers knowledge and theories of decision-making directed toward the question: Can better policy analysis lead to better decision-making? Each student presents a policy paper. No prior economic or mathematics required.

ECO 471 Energy Resources Economics I (4 Hrs.)
Studies production, consumption, and distribution of energy resources both at static and dynamic states. Examines the problems of economic growth, environmental issues and energy policy in energy development. Calculation on benefit-cost of conservation investment is also included. See ENS 422.

ECO 472 Energy Resources Economics II (4 Hrs.)
Examines problems of individual energy resources in detail (both renewable and nonrenewable energy resources). Prerequisite: ECO 471 or ENS 422. See ENS 423.

ECO 474 Environmental Economics (4 Hrs.)
Acquaints the student with basic theoretical tools necessary to examine current environmental problems from economic standpoint. Covers externalities, cost assignment, and environmental problems associated with economic growth.

ECO 486 Social Policy (4 Hrs.)
Survey course covering government health and welfare policy and programs with emphasis on cultural and political setting in which social policy is made. Includes historical review of health and welfare policies and examination of economic, sociological, administrative, and political factors.

ECO 487 National Health Policy (4 Hrs.)
Analytic and descriptive study of national health policy in America in terms of philosophy, history, politics, economics, sociology, and administration of health care. Emphasis on social policy setting in which health policy is made and complex workings of the system by which health care is provided. No prior study of economics required. See HSA 487.

ECO 488 Health Economics (4 Hrs.)
Application of economic theory and analytical tools to problems of the health-care sector. Includes concepts and measures of health; determinants of health; cost of illness; concept of demand for medical care; welfare economics of physicians, dentists, drugs, and hospital markets; financing health care; and other policy issues such as cost containment and national health insurance. See HSA 488. Prerequisite: ECO/ADB 415 or equivalent.

ECO 520 Advanced Readings (1-4 Hrs.)
Permits graduate research in selected topics in economics. May be repeated for indefinite number of credit hours, but a particular topic may not be repeated for credit.

ECO 561 Advanced Seminar in Industrial Organization (4 Hrs.)
Detailed analysis of several industries and corporations with emphasis on data gathering and research techniques. Specific attention to development of multi-national/ multinational corporations and their impact on the nation state concept. Prerequisite: ECO 461 or equivalent.

ECO 599 Tutorial in Economics
Arranged by the student with instructor of his/her choice.

Courses offered by other programs may be included in a major in Economics if approved by the program. Economics in Career Planning (available from the program secretary) lists acceptable courses. Other courses may be applied to fulfill program requirements on approval of Economics Program. Questions on prerequisite equivalencies will be answered by the student's adviser.
Environmental Studies — M. A. 
(40 Hours)

Program Faculty — Alexander J. Casella, Robert Hanie, Edward L. Hawes, Malcolm P. Levin, Charles Schweighauser, Luther Skelton, William D. Warren

Associate Faculty — Craig Brown, Robert Haynes, Mark Heyman, Martin Jaeckel, Sumol Padungchai, John Palincsar

The goal of the Environmental Studies Program is to increase the ability of our society to create an environmentally acceptable future. This future requires that we prepare our graduates for environmental careers, especially in the areas of administration and planning, and that this preparation enables our graduates to be able to formulate plans and policies which balance social needs with environmental realities. The program also believes that it is necessary to have an aware citizenry. Therefore, the program focuses on understanding the origins of environmental problems, developing and evaluating alternative solutions, and analyzing the potential consequences of our choices.

The principal emphasis of the M.A. degree in the Environmental Studies Program is on professional education. There are two concentrations: Environmental Administration, and Environmental Planning. In addition, there is an individualized course of study for those who wish to develop their graduate specialty. In the M.A. program students are educated to compare and synthesize information and concepts into comprehensive and meaningful systems. Study is both present and future-oriented. Ultimately, decisions affecting human and natural environments require a person with a sound academic background who can analyze an environmental problem by generating and presenting information that will improve the decision-making processes. Toward this end, the administration concentration provides the skills that are required for developing policies and administering laws and regulations. The planning concentration focuses upon the requisite technical and analytical skills for defining problems, formulating solutions, and then selecting and implementing an appropriate plan. The individualized course of study permits the student to focus on one of the other broad areas that fall within the expertise of the Environmental Studies faculty.

Entrance Requirements

Students with a bachelor's degree or the equivalent may enter the graduate Environmental Studies Program. Before students can be formally accepted to candidacy in the M.A. degree, they must show that they have satisfactorily completed ENS 352 Environmental Natural Science and ENS 353 Environmental Social Science, or their equivalents.

Advising

During the first semester of study each student will select an adviser. This faculty member assists the student in defining objectives, in selecting courses within the framework of concentration requirements, and in developing the master's thesis or graduate project. All students prepare an Educational Plan with their advisers by the end of 12 hours of graduate study. This is submitted to the program convener for approval, and then it is reviewed by the individual's Graduate Committee.

Program Requirements

The Master's degree program in Environmental Studies requires 40 hours of graduate-level work including courses, a
seminar, and a thesis or graduate project. Detailed requirements vary according to the program concentration that is selected.

Each student may select one of the following concentrations or the individualized course of study.

Environmental Administration. This concentration prepares people to function effectively in agencies and organizations with environmental mandates and programs. It trains students in the administration of the major federal pollution control laws and their application through state and local governments to specific environmental problems. The Environmental Administration concentration also teaches students how to work at the interface between environmental policy and its administration on the federal, state, and local levels. The concentration provides training in organization functions and behavior, and in administrative theory as it relates to concerns of the institutions with environmental problems.

Environmental Planning. This concentration provides training in environmental analysis and the planning of land resources. Students learn to develop plans, policies, and other action measures which assist in the development of sound land use patterns. Twelve hours of environmental studies planning courses are required under the concentration core requirements.

Individualized Environmental Studies. Students whose needs are not met by the two concentrations listed above may choose to develop an individualized course of study. After fulfilling a core requirement, students develop a plan of course work that fits their own objectives. Environmental interpretation, bio-cultural education, and energy studies are focuses which the program especially encourages students to consider.

Detailed Requirements

Advising Sheets are available upon request for the two concentrations and the individualized course of study. These indicate the required or suggested courses for the distribution and professionally related requirements.

Concentration Core 12 Hrs.

Students will select a concentration in environmental administration, environmental planning or individualized environmental studies. Twelve hours of core work are required. The concentration requirements are:

a. Environmental Administration: ENS 581 Environmental Policy and Administration, ADP 502 Organizational Dynamics, ADP 503 Analytical Tools
b. Environmental Planning: ENS 401 Environmental Planning, ENS 402 Land Use Planning, ENS 501 Development of Planning Theory
c. Individualized Environmental Studies: ENS 446 Concepts of Ecology, and two other appropriate Environmental Studies courses designated in the student’s education plan

Distribution Requirements 8-10 Hrs.

Students will select 8-10 hours of course work in their selected concentration. If a student elects to take less than eight semester hours for the thesis or graduate project, he or she will take additional distribution requirements to balance his or her program. The courses satisfying the distribution requirements are prescribed on the Advising Sheet for the particular concentration.

Professionally Related Courses 4 Hrs.

Students will select four hours of professionally related courses, listed on the Advising Sheet, to strengthen appropriate aspects of their concentration.

ENS 502 Seminar in Environmental Studies 4 Hrs.
Public Affairs Colloquia 4 Hrs.
The Thesis or Graduate Project 6-8 Hrs.
Total 40 Hrs.

Grading Policy

A maximum of eight hours of “C” grades is applicable to a degree pro-
vided they are balanced by eight hours of "A" grades. Course requirements for graduate students enrolling in 400-level courses will be greater than those for undergraduates.

Student’s Educational Plan

The development of an Educational Plan in a standard format is a key activity in which student and adviser work closely together. Part I of the plan indicates the courses, the internships, or the practica, and the seminar focus through which the concentration or course of study will be developed, and sets forth the initial proposal for the thesis or graduate project. The student is expected to demonstrate how the plan is appropriate for his or her background, aspirations, and needs. The program convener reviews the plan on the first level of approval.

The Graduate Committee: With input from the student, the adviser sets up a Graduate Committee for the individual. The committee reviews the plan and gives the final approval. Minor amendments to the plan can be made during the course of study with the approval of the adviser.

In the last semester of study, Part II of the Educational Plan is completed by the student. The plan as a whole is submitted along with the completed thesis or project to the Graduate Committee for review before the oral examination.

Environmental Studies/Course Descriptions

Senior/Graduate Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENS 401</td>
<td>Environmental Planning: Land and Resource Use</td>
<td>4 Hrs.</td>
<td>Introduction to the processes of preparing environmental plans. Environmental analysis, formulation of land-use policies, environmental design, and influences of institutional constraints are considered. Offered Fall Semester.</td>
</tr>
<tr>
<td>ENS 402</td>
<td>Land-Use Planning: Principles and Practices</td>
<td>4 Hrs.</td>
<td>Examination of processes and techniques required for preparing land-use plans. The role of such plans in comprehensive planning is evaluated. Transportation and community facilities are examined as they relate to planning activities. Offered Spring Semester.</td>
</tr>
<tr>
<td>ENS 404</td>
<td>Techniques of Environmental Planning: Applications of Remote Sensing</td>
<td>2 Hrs.</td>
<td>Principles of remote sensing are reviewed. Stresses use of aerial photography and remote sensing as research tools in environmental planning.</td>
</tr>
<tr>
<td>ENS 405</td>
<td>Techniques of Environmental Planning: Data Evaluation</td>
<td>2 Hrs.</td>
<td>Methods for acquiring environmental information are examined. Graphic and cartographic techniques are learned and used for presenting environmental data.</td>
</tr>
</tbody>
</table>
ENS 407 Futures Planning (4 Hrs.)
Considers the design of future planning processes; the spiritual and intellectual roots of futurism; actual futures planning processes and techniques, with study of existing examples such as Soleri’s Arcosanti community.

ENS 411 Folklife and Environment (4 Hrs.)
Compares impacts of European ethnic groups on the rural environment and culture of the Midwest and elsewhere in North America. Uses a regional and thematic approach to the development of European traditional cultures, culture transfer, and culture change.

ENS 413 Midwest Rural Life and Its American Regional Background (4 Hrs.)
Study of Midwest culture, and of folk and popular cultures of the Eastern seaboard contributing to it. Interdisciplinary approaches used to understand relations of environment, buildings, food, and farming with social patterns and values.

ENS 414 Farming and History (4 Hrs.)
Studies the four agricultural revolutions since the Neolithic period (4000 B.C.) with their environmental and social impacts. Considers alternative futures based on patterns of the past.

ENS 419 Historic Environmental Preservation (4 Hrs.)
Surveys history of preservation of buildings, built landscapes, and natural areas: of American architecture and landscape design. Considers policies and their applications, research and planning, and current preservation technologies. Utilizes case studies and field work. See HIS 405.

ENS 421 Sociology of Natural Resources (4 Hrs.)
Examination of social meanings, role, and impact of natural resources for human society and effect of the nature of human society on natural resources and ecosystems. See SOA 447.

ENS 422 Energy Resources Economics I (4 Hrs.)
Studies production, consumption, and distribution of energy resources both at static and dynamic states. Examines the problems of economic growth, environmental issues, and energy policy in energy development. Calculation of benefit-cost of conservation investment is also included. See ECO 471.

ENS 423 Energy Resources Economics II (4 Hrs.)
Examines problems of individual energy resource in detail (both renewable and non-renewable energy resources). Prerequisite ENS 422 or ECO 470. See ECO 472.

ENS 424 Energy and Society I (4 Hrs.)
An introduction to the major dimensions of the current energy transition; lessons from the past about the relationship between energy technology and their use; the role of social values shaping patterns of energy consumption; geopolitics and the prospects for U.S. international relationships. See SOA 448.

ENS 431 Energy and the Environment (4 Hrs.)
Relates energy principles to environmental affairs. Energy is the ultimate resource; considerations of its uses must be the basis for environmental analysis. Systems analysis used for analyzing environmental problems and planning practical applications of energy policy. Offered in spring, odd years.

ENS 432 Appropriate Energy Technology — Theory and Applications (4 Hrs.)
Survey of the so-called “appropriate technologies” such as solar, wind, and biomass, from the perspective of their technological and economic applicability and their social impacts. A detailed analysis of the hard versus soft energy paths and their consequences. Readings from Lovins and Schumacker.

ENS 433 Energy Resources and Technology (4 Hrs.)
Basic concepts of technological energy systems, historical use, current practices, future potential, and ultimate limitations. Economic and energy efficiency considerations are included. Comparison of the centralized (hard) and decentralized (soft) technologies emphasized.

ENS 434 Solar Energy: Principles and Applications (4 Hrs.)
Includes physics of solar radiation; applications of solar energy in heating, cooling, electric power generation; economics of solar energy technology; environmental factors; survey of present commercial applications. Stress on active solar systems rather than on passive designs.

ENS 435 Advanced Solar Energy Design (4 Hrs.)
Research on the practical applications of solar energy building design. Students will pursue individual projects involving the design and/or construction of passive, active, and hybrid solar systems. Prerequisite: a solar energy course or equivalent experience.

ENS 436 Energy Conservation Technology: Buildings (4 Hrs.)
Theory and practice of significantly reducing building energy consumption, with emphasis on residences. Heat principles, solar gain, heat radiation, building structure, insulation, infiltration, heating systems, renovation prac-
tics and economics, solar retrofitting, and energy auditing.

ENS 437 Solar Architecture (4 Hrs.)
Investigation into the influence of solar energy on the design and construction of homes and buildings. Conservation; passive and active solar; hybrid systems; design consequences of solar geometry; siting, microclimate, sunspaces and greenhouses, Trombe walls, and flat plate collectors.

ENS 441 Heredity and Evolution: Implications for Ecological Management (4 Hrs.)
Genetics and evolution are unifying principles of biology. Course analyzes application of genetics and evolution to human problems. Considers biological and ethical issues in agriculture, environmental hazards, populations, social structure, and human behavior.

ENS 445 Biology of Water Pollution (4 Hrs.)
Effects of pollution by organic wastes, industrial chemicals, and thermal discharges on river fauna and flora; waterborne diseases; detection and measurement of water pollution. Several Saturdays or a weekend field trip required. Offered in spring.

ENS 446 Concepts of Ecology (4 Hrs.)
Structure and function of ecological systems including basic ecological principles and concepts; the habitat approach with major units of both aquatic and terrestrial ecosystems. Laboratory involves in-depth study of terrestrial communities. ENS graduate students only.

ENS 447 Biology of Aquatic Systems (4 Hrs.)
Study of microscopic and macroscopic aquatic animals and plants, including ecology, functional morphology, and some taxonomy. Field experience is an integral part of the course. ENS graduate students only.

ENS 461 Urban Geography (4 Hrs.)
Considers urban land use, urban structure, and the plan of the city; and theories relative to function, growth, and quality of urban environments. Special attention given to problems and advantages of the middle-size city.

ENS 464 North America (4 Hrs.)
Cultural, economic, and physical patterns of North America examined. Evaluation of regional characteristics and problems constitutes a major course focus. Applications of regional planning techniques examined in selected locations.

ENS 465 Europe: Its Geography, Planning, and Resources (4 Hrs.)
Regional and urban development examined relative to the continent's physical and cultural conditions. Attention given to physical geography. Land and resource use practices will be carefully evaluated in selected countries.

ENS 467 Environmental Oceanography (4 Hrs.)
Physical and biological aspects of oceans and their environment. Includes origin of oceans; ocean floor geology; properties of sea water; tides, currents, and waves; beaches; estuaries; basic aspects of marine ecosystems; resources of marine environments. Environmental problems will be stressed.

ENS 468 Environmental Geology and Natural History (4 Hrs.)
Study of relationships between humans and the geological environment, utilizing examples from the natural history of Illinois as case studies. Considers topics such as fundamental geologic principles; hazardous earth processes; minerals, energy and the future; land-use and the decision-making process.

ENS 471 Biocultural Education and Interpretation (4 Hrs.)
Considers bioculturalism, a holistic method of education in traditional and non-traditional settings. Explores links of the natural and cultural world, reductive and intuitive concepts. Focuses on education for the future. Case studies and field work utilized.

ENS 472 Mornings at Clayville (2 Hrs.)
Practicum in historical and environmental interpretation. Students take part in the program for fifth-graders and work with children as they engage in cooking, gardening, and other activities of the 1850s at Clayville Rural Life Center. Some written work expected.

ENS 474 Environmental Perception (4 Hrs.)
Study of perception and responses to natural environments. Analysis of the eye and other senses as perceptual systems; landscape interpretation; concepts of aesthetics; environmental metaphors, images, and symbols. Offered in fall.

ENS 476 Environmental Ethics (4 Hrs.)
Consideration of the evolution of human ethical systems and the resulting lived-in environment, the advent of a uniquely American ethical system, contemporary ecological consciousness, an emergent life-affirmative ethic, and utopian or dystopian planetary realities.

ENS 477 Expressions of American Naturalism: From Colonial Days to Wendell Berry (4 Hrs.)
Study of historical and literary sources, with artistic representations, in chronological order, to uncover the growth and change of Americans' attitudes toward their natural environment. Selections from Jefferson, Cooper, Audubon, Emerson, Thoreau, Whitman, etc.
Cather, Sandburg, Frost, and others. Offered in spring, even years.

**ENS 479 Dignity and the Wasteland: Nature in the Political Tradition** (4 Hrs.)
Study of important political thinkers in order to clarify how environmental ethics bear on civic action. Is the good environmentalist a good citizen? Course conducted as a seminar. Formerly ENS 481. See POS 427.

**ENS 481 Water Resource Policy and Administration** (4 Hrs.)
Examines water needs; water hazards such as flooding, erosion, and drought; water in ecosystem maintenance; and the water/energy relationship are studied with regard to present and potential policy. Formerly ENS 426.

**ENS 482 Environmental Policies: Solid Waste** (2 Hrs.)

**ENS 483 Environmental Policies: National Environmental Policy Act** (2 Hrs.)
Students receive in-depth training in the Environmental Impact Statement (EIS) process in the National Environmental Policy Act. Case studies analyzed; EIS on new projects researched and written.

**ENS 484 Environmental Policies: Air Quality** (2 Hrs.)
Clean Air Act of 1977 and amendments studied for their effectiveness in improving air quality. Administrative procedures, standards, and regulations — together with case studies — are analyzed.

**ENS 485 Environmental Policies: Water Quality** (2 Hrs.)
Clean Water Act of 1977 and amendments studied for their effect on water quality. Administrative procedures, standards and regulations — together with case studies — are analyzed.

**ENS 486 Environmental Policies: Toxic Substances** (2 Hrs.)
New Toxic Substances Control Act analyzed in depth to gain clearer understanding of control of toxic substances in the environment.

**ENS 487 Practicum in Environmental Action** (4 Hrs.)
Consideration of mechanisms by which citizens might affect the governance and planning processes as they relate to environmental affairs; design of short-, intermediate-, and long-range response mechanisms; and actual implementation of the most promising models in practicum fashion.

**ENS 488 Environmental Law and the Citizen** (4 Hrs.)
Examination of how citizens can participate in legal processes to work toward resolution of environmental issues, citizen's role in public hearings, litigation, class-action suits, appeal processes included in providing student knowledge of state and federal environmental law.

**Graduate Courses**

**ENS 501 The Development of Planning Theory** (4 Hrs.)
Develops a paradigm where planning theory is examined from an evolutionary perspective. Focuses on conceptual elements that have influenced the formulation of goals and objectives in city and regional planning. Seminar method used. Prerequisite: Eight hours in planning courses.

**ENS 511 Environmental History, a Problem Approach** (4 Hrs.)
Examines relationships of technology, values, institutions, and the environment through case studies. Past societies and communities and their "lessons" for us are considered.

**ENS 525 Energy and Society II** (4 Hrs.)
Studies energy flows in social and ecological systems; societal relationships governing energy production and use; energy technologies and social change; alternative lifestyles and priorities for the future. See SOA 549.

**ENS 531 Community Energy Systems** (4 Hrs.)
Decentralized energy systems appropriate for a community scale will be examined. Analysis of comprehensive community energy planning methodologies and their applications in selected cities. Students will work on a case study dealing with a local energy system planning problem.

**ENS 532 The Solar Hydrogen Economy** (4 Hrs.)
Studies the generation of energy from light in both a technical and a policy context. The technical compatibility and potential of the process is studied with regard to economic ramifications and constraints, as well as public policy considerations.

**ENS 544 Agroecosystems: An Ecological Analysis** (4 Hrs.)
Research-oriented exploration of past, present, and future agricultural practices interpreted through application of current ecological concepts. Prerequisite: An ecology course or consent of instructor.

**ENS 581 Environmental Policy and Administration** (4 Hrs.)
Environmental planning methodologies, policy development and implementation studied utilizing in-depth integrative approaches. Seminar method utilized.
ENS 582 Energy Policy and Planning (4 Hrs.)
Planning methodology and theory considered with regard to technological imperatives and policy potential. Energy systems examined in administrative and public policy context as these systems affect the natural and human-made environment.

Research Courses

ENS 500 Graduate Research (1-4 Hrs.)
Advanced investigation of a specific interaction between people and their natural-physical environment. Student must have permission of an Environmental Studies Program faculty member before enrolling. Research paper and/or program seminar required for credit. Maximum of eight hours may be applied toward M.A. degree.

ENS 502 Seminar in Environmental Studies (4 Hrs.)

ENS 510 Thesis (1-8 Hrs.)
ENS 520 Graduate Project (1-8 Hrs.)
ENS 530 Internship (1-8 Hrs.)
ENS 540 Practicum (1-8 Hrs.)
The following courses are accepted for the program major:

ADP 551/LES 551 Administrative Law
ADP 564 Urban Administration and Planning
BIO 481 Plants and Civilization
ECO 474 Environmental Economics
HIS 407 Museum and Society in the 20th Century
HIS 511 Museum Methods
Gerontology — M.A. (48 Hrs.)

Program Faculty — Jeffrey A. Chesky
Associated Faculty — Harry J. Berman, G. Cullom Davis, J. Richard Johnston
Adjunct Faculty — James N. Kvale, Josephine Oblinger, David Spencer

Gerontology is the study of aging — examining specific changes in older individuals as well as the broader social and health issues confronting them. Gerontology brings a number of disciplines — such as biology, nursing, clinical medicine, history, philosophy, psychology, sociology, anthropology, and political science — to bear on the single issue of aging.

For example: Biology and Physiology investigate the physiological processes of aging — the gradual growth and decline of bodily functions, and the increasing probability of diseases and eventual death. Psychology explores emotional stability and changes in intellectual and emotional processes — coping and adaptive behavior, self-concept, and personality through which people express themselves as they age. Sociology studies roles and responsibilities in situations where older persons interact with others — family, education, politics, religion, occupation, leisure, and community.

One out of every 10 Americans is aged 65 or older. Within this group, the 80-plus category is the fastest-growing. These demographic facts raise important questions about the future of Social Security expenditures, health care and social services, levels of taxation, education and employment opportunities, and the quality of life of the older population.

The Gerontology Program builds upon the undergraduate education in a single discipline which the student brings with her/him. The student is educated in gerontology through a multi-disciplinary perspective which focuses on the issue of aging as it relates to significant selected disciplines. Students are provided a generic background which permits them latitude in developing more specific career interests. Graduates from the M.A. program are involved in a variety of activities, including: teaching gerontology to college and university, elementary, and secondary school students; teaching older adults or others preparing for later life or retirement; providing direct services to older adults in senior centers, nursing homes, and other facilities; planning, administering, and evaluating services and service delivery systems for the elderly; transmitting information about aging or older people through writing, speaking or the media, and serving as advocates for the elderly; direct consultation with older persons, and/or their families; staff services with organizations, legislative bodies, and public or private organizations serving older persons.

Such graduate-level education prepares professionals to become highly skilled administrators, planners, supervisors, consultants, community college instructors, and practitioners. Internships provide an opportunity to put classroom learning into practical operation. Preparation of students focuses on three major areas:

1. Policies and Programs for the Elderly: leading to positions in state and federal agencies, consumer protection agencies, and law centers.
2. Educational Gerontology: leading to positions in recreation and leisure centers, pre-retirement programs, community colleges, and universities.
3. Direct Services Management: leading to positions in long-term care facilities, residential facilities, public housing projects, hospitals, and social service centers.
Admission to the Gerontology Program

1. Gain admission to Sangamon State University with graduate status.
2. Apply to the Gerontology Program for admission to the M.A. degree program.

Applications for admission to the program are reviewed by the Gerontology Program Admissions Committee. Applicants are expected to have undergraduate preparation in the natural and social sciences. Experience in health or social services is also desirable.

Advising

The Gerontology Program provides an individualized counseling approach to the development of the curriculum for each student. This is an important aspect of the program since many students are returning to school after long absences or have had no previous experience working with older persons. Established career professionals often enter the program to expand their knowledge base in order to deal with the emerging field of aging.

Upon admission to the program, each student is assigned an adviser for continued assistance with course selection and counseling.

Grading Policy

Students are expected to maintain an over-all grade average of "B," with not more than one grade of "C" allowed in a gerontology core course.

Program Requirements

The master's degree in Gerontology requires successful completion of 48 semester hours of course work and a master's project. Of the total, 16 hours are in required core courses, 16 hours in professional studies, 12 hours in electives (of which four must include a research component), and four hours of Public Affairs Colloquia. Course substitutions are possible based upon previous course work and/or work experience.

Multidisciplinary Perspectives. Students select one core course from each of the four multidisciplinary categories to total 16 semester hours. Selection is conducted with the assistance of the faculty adviser.

Professional Studies. These core courses include two gerontology internships, each of which is a four-hour course; a four-hour professional seminar; and four hours of credit work towards the completion of the Master's Project. The internships occur at community agencies and facilities which provide services for older persons and which arrange with the Gerontology Program to serve as internship sites. Students planning to enroll in the internship courses must consult with the faculty member serving as internship supervisor for that term regarding placements of maximal educational benefit.

Master's Project. In addition to completing the required course work, all M.A. candidates must complete a Master's Project which is developed jointly with the adviser and a graduation committee. Following specific guidelines, the Project may take on a variety of forms, such as a demonstration project, research project, workshop, thesis, or problem-solving exercise.

Course requirements for the M.A. are as follows:

Multidisciplinary Perspectives:
GER 402 Perspectives on Aging 4 Hrs.

or

GER 504 Philosophy of Aging

GER 469 Biomedical Problems in Aging 4 Hrs.

or

GER 501 Biology of Aging

GER 425 Studying the Experience of Aging 4 Hrs.

or

GER 502 Psychology of Aging

GER 411 Aging and the Family 4 Hrs.

or

GER 502 Sociology of Aging
Gerontology/Course Descriptions

GER 402 Perspectives on Aging (4 Hrs.)
Overview of disciplines related to the field of aging. Represented are perspectives of biology, psychology, and sociology. New horizons in gerontology in areas such as cellular biology, environmental design, and psychopathology are discussed. Radio/cassette course; four required campus meetings.

GER 410 Workshop in Oral History (4 Hrs.)
A research technique, not a body of historical data. Technique: oral history — tape recording, transcribing, editing personal reminiscences. Projects added to the University’s Oral History Collection. Offered in fall. See HIS 410.

GER 411 Aging and The Family (4 Hrs.)
Examination of the changing family with special emphasis on the older family member. Emphasis on exploration of the adult child —aged parent relationship; changes in family structure, demographic trends, and the emerging role of adult women.

GER 412 Retirement (4 Hrs.)
Examination of major sociological and social policy issues relating to retirement, including mandatory versus flexible retirement policies, the early retirement trend, and the economics of aging.

GER 421 Life-Span Education (4 Hrs.)
The increasing number of persons living into older age should prompt us to conceptualize education as a life-long endeavor. Issues discussed include second careers, delayed-start educational opportunities, retirement planning, education for leisure.

GER 422 Long-Term Care Administration (4 Hrs.)
The theory, philosophy and behavior of the administration and management of long-term care facilities. Role of administrators and their responsibilities will be stressed relative to administration, management, community activities, public relations, ethical practices, licensure, state and federal agency requirements and programs. See HSA 422.

GER 423 Work and Aging (4 Hrs.)
Investigation of employment and income problems of Americans older than 45 within our rapidly changing technological society. Emphasis is on present and possible future socioeconomic status of older workers; development of policy for improving the well-being of older Americans. See LST 431.

GER 425 Studying the Experience of Aging (4 Hrs.)
Explores the way day-to-day experience changes with increasing age. Concept of experience is reviewed and various theoretical and methodological approaches, including the integration of literature and psychology, are discussed.

Gerontology Institute

The Gerontology Institute, a national annual conference on aging, is held each spring. Developed in the format of weekend sessions, each session covers a particular problem or issue germane to the study of gerontology and thanatology.

Prominent scholars and practitioners deliver formal talks and conduct small discussions groups. The Institute is attended not only by students, but also by professionals from throughout the country. Two hours of academic credit may be earned by enrolling in the Public Affairs Colloquium “Myths and Realities of Aging,” attending all Institute sessions, and by completing specified academic requirements. This colloquium is open to students throughout the University, and is strongly recommended for Gerontology students.
GER 451 Policies and Programs for the Elderly (4 Hrs.)
Review of local, state, and national policies with respect to allocation of monies and development of programs for older persons. Policies and programs are analyzed in relation to current needs and projected future service requirements.

GER 452 Program Management and Administration (4 Hrs.)
Examination of organizational structures and administrative procedures in programs for older persons, with emphasis on understanding practices which lead to high quality service delivery.

GER 456 Aging, Nutrition, and Health (4 Hrs.)
Relationship between nutrition and health in the elderly; nutritional requirements in aging; nutrition and longevity; nutrition in disease (e.g. cardiovascular disease, cancer, diabetes).

GER 462 Health Care of the Elderly (4 Hrs.)
Health care delivery systems for older persons will be examined within the broader context of general health provisions, as well as the specific needs of older persons. The multidisciplinary nature of such care will be the primary focus of the course. Radio course: four required campus meetings.

GER 469 Biomedical Problems in Aging (4 Hrs.)
Introduction to the etiology and treatment of common medical problems of the aged, such as cardiovascular disease, metabolic diseases such as osteoporosis, diabetes, Parkinson's disease, and neurobiologic diseases such as dementia and depression. Also includes such topics as nutrition and aging, exercise and aging, sleep disorders, alcoholism, and the pharmacology of aging.

GER 482 Aging and the Social Services (4 Hrs.)
Examination of the process and condition of being aged and social services that operate to lessen problems of aging. Evaluation of services, attitudes, and policies that inhibit or promote delivery of those services. See CFC 482.

GER 489 Managing the Community Organization (4 Hrs.)
Provides overview of the field of management as it pertains to community organizations. Topics include communications, development of professional and nonprofessional staff, budgeting, and marketing the not-for-profit organization. Focus orients participants to managerial environments of organizations and provides experimental opportunities to develop managerial skills. See MAN 489.

GER 501 Biology of Aging (4 Hrs.)
Comparative view of biological changes associated with aging, with emphasis on humans and other mammals; theories of aging; genetic and environmental factors in longevity and aging; age-related changes in human organ systems (e.g., cardiovascular, nervous, respiratory, etc.); pathobiology of aging.

GER 502 Psychology of Aging (4 Hrs.)
Provides a foundation of knowledge in the psychology of adult development and aging with emphasis on theories, methodologies, and research findings. Focuses on cognitive, personality, social, psychological, and mental health aspects of aging.

GER 503 Sociology of Aging (4 Hrs.)
Investigation of social forces which shape the lives of older persons, including roles issues such as age norms and socialization to old age.

GER 504 Philosophy of Aging (4 Hrs.)
Examination of how ancient attitudes transmitted through myth, ritual, religion, and folklore have affected present-day concepts of aging and the older person. Analysis of concepts of aging as they appear in current literature and in ancient and modern philosophies.

GER 511 Cross-Cultural Studies in Gerontology (4 Hrs.)
Study of views of aging in various cultures, responses of persons in those cultures to their own aging, and the kinds of support systems and services for older persons which exist in various societies.

GER 521 Sociology of the Lifespan (4 Hrs.)
Review of theories and research in sociology and social gerontology pertaining to development throughout the lifespan. Issues such as social integration, age norms, socialization, and intergenerational relations are discussed.

GER 531 Patterns of Aging (4 Hrs.)
Study of the lives of older persons through use of oral history techniques. Development of skills in data collection and analysis, and use of the personal interview as a therapeutic measure.

GER 532 Counseling the Adult/Aged (4 Hrs.)
Focus on counseling techniques and related problem-solving strategies for helping adults, including the older population in our society. Variety of solutions proposed to alleviate the multivared problems troubling adults in our nation today. See HOC 532.

GER 533 Facing Death (4 Hrs.)
Death is everyone's reality. Particular individuals are on more intimate terms with death —the elderly, the terminally ill, and those who
rely upon modern technology to sustain them. Focus is on ways of minimizing discomfort, loneliness, anxiety, and fears of patients facing death.

**GER 571 Biobehavioral Aspects of Aging** (4 Hrs.)
Study of behavioral effects of age-related changes in the nervous and endocrine systems in areas such as cognitive processes, sleep patterns, and affective responses.

**GER 572 Legal Advocacy for the Elderly** (4 Hrs.)
Study of laws and legal problems having greatest impact on the elderly; analysis of tools and techniques available to the advocate.

**GER 580 Gerontology Internship** (8 Hrs.)
Internship in a setting providing services for older persons. Experience is to be related to career interests of the student. May be taken concurrently with GER 587.

**GER 587 Professional Seminar** (4 Hrs.)
Overview of the field of aging from a professional and service perspective.

**GER 588 M.A. Project** (4 Hrs.)
Developed jointly with the adviser and a Project Committee. Following specific guidelines, the Project may take on a variety of forms, such as a demonstration project, workshop, problem-solving exercise, or thesis.

**GER 589 Research Methods in Gerontology** (4 Hrs.)
Provides basic information on statistics and research methods used in biological, psychological, and social aspects of gerontology in order to enable students to become knowledgeable consumers of research.

**GER 595 Experimental Gerontology** (4 Hrs.)
Laboratory projects dealing with age-related changes in biological systems.

**GER 599 Independent Study: Tutorial** (1-4 Hrs.)
Opportunity for individualized learning. Topics may not duplicate courses currently offered in this or other programs in the University.
Health Services Administration
— M.A. (48 Hrs.)

Program Faculty — Ashim Basu, Michael Grobsmith, Frank Sabor, Henry Smorynski

Adjunct Faculty — Howard Barrows, Ted Druhot, Arthur Pittman, Kenneth Sauer

Associated Faculty — Charles Begley, Martin Jaeckel, Roy Wehrle

The Health Services Administration Program is designed to prepare students for direct entry into positions of managerial responsibility in health service organizations and also to broaden, update, and sharpen administrative knowledge and skills for persons already working in the health services field.

The health field in the United States today encompasses more organizations, spends more dollars, and employs more people than any other field of endeavor except the construction industry. With expenditures for health currently approaching 10 percent of our Gross National Product, new emphasis is being placed on the need for coordination and competent management of the resources required by the health system. It is on this need for skilled managers throughout our health system that the Health Services Administration Program at Sangamon State University is focused.

Competent and knowledgeable administrators are needed in public and private health service organizations such as hospitals, ambulatory centers, mental health facilities, and long-term care facilities; financing organizations such as insurance companies, prepayment organizations, Medicare and Medicaid financing agencies; planning organizations; governmental regulatory agencies; comprehensive health-care organizations such as health maintenance organizations; medical practice groups; voluntary associations as diverse as professional groups, trade associations, and fundraising organizations; and public health agencies.

Admission Requirements

Program admission is based upon two distinct processes: 1) admission to the University as a graduate student, and 2) admission to the program through positive acceptance of an application specifying the student's professional goals and past academic/work experiences related to those goals. Students are strongly recommended to take a nationally recognized entrance exam such as the Graduate Record Exam (GRE) or the Graduate Management Admissions Test (GMAT). For those students with traditional college academic preparation an overall grade point average of 2.5 on a 4-point scale is considered a minimal requirement for admission. Finally, two letters of recommendation from employers, peers, or educators must be on file with the Program Admission Committee before a final decision of admission will be made.

Because of the time required to satisfactorily complete the pre-admission advising process, prospective students should contact the Health Services Administration Program well in advance of their intended date of registration. For students entering in the Fall Semester this would normally mean no later than the preceding April 15. For students entering in the Spring Semester initial contact should normally be no later than the preceding Oct. 15.

Curricular entry requirements consist of a basic one-course preparation (professional experience equivalency will be
considered) in the following areas: accounting, economics, and statistics. Entry requirements could be fulfilled by taking introductory courses in these areas at Sangamon State. However, these three prerequisites must be completed by the end of the first year of enrollment in the Health Services Administration Program or before more than 16 credit hours are earned toward the degree, whichever comes first. A "B" grade must be earned in these prerequisite courses for them to be accepted. These courses cannot be considered HSA degree electives and do not count toward the required 48 hours for the M.A. degree.

Advising

Each student in the Health Services Administration Program should select an adviser early in the educational experience. The advising relationship involves frequent and full discussions of the student's career goals, role expectations, and areas of needed competency development.

Students who are employed full-time are strongly urged not to enroll in more than eight semester hours of course work per semester.

Admission to study at the master's level is governed by the availability of faculty and other resources in relation to student numbers. Therefore, the number of students admitted may be restricted.

Grading

A maximum of eight credit hours of "C" grades is applicable to the degree, provided they are balanced by eight credit hours of "A." No more than four credit hours of "C" grades are permitted in HSA required courses.

Communications Skills Assessment

M.A. degree candidates will be expected to demonstrate competency in communication skills. These skills are developed and measured in the laboratory and research work included in HSA 401, HSA 556, and HSA 557. The successful completion of these courses certifies communication skills competency.

Program Requirements

Required Courses: Graduate students in the HSA Program are required to take: "HSA 401 Organizational and Interpersonal Behavior in Health Care Institutions; HSA 409 Quantitative Analysis for Health Managers; HSA 515 Financial Management; HSA 545 Medical Sociology; HSA 556 Leadership and Human Resource Management in Health Care Institutions; HSA 557 Program Evaluation for Health Managers; and HSA 579 Application of Administrative Concepts, for a total of 28 semester hours.

PAC and Other Requirements: The University requires that all graduate students complete four hours of Public Affairs Colloquia in addition to other requirements established by the program. The remaining 16 hours must come from elective courses. Electives can be taken from any program at the graduate level. At least eight hours must be completed in electives at the 500 level. Electives must be approved by the adviser and the selection must justify a particular emphasis or expertise in the student's course of study.

Students without any sustained practical experience or employment in the health industry must complete at least four credit hours of experiential learning. This credit will be developed through Behavioral Research in Organization (HSA 511) and should be completed early in the academic program — definitely prior to completion of more than 12 credit hours. The adviser should be consulted regarding a time table.

Program requirements for the M.A. degree are distributed as follows:

Required Health Services Administration courses** 28 Hrs.

*HSA 401 Organizational and Interpersonal Behavior in Health Care Institutions 4 Hrs.
HSA 409 Quantitative Analysis for Health Managers 4 Hrs.

HSA 515 Financial Management 4 Hrs.

HSA 545 Medical Sociology 4 Hrs.

HSA 556 Leadership and Human Resource Management 4 Hrs.

HSA 557 Program Evaluation for Health Managers 4 Hrs.

HSA 579 Application of Administrative Concepts 4 Hrs.

*Graduate students who have taken the equivalent of HSA 401 will be required to substitute four semester hours of advanced behavioral courses.

**One core course may be waived for qualified students. The waiver cannot be for HSA 409, HSA 515, HSA 545, or HSA 579 without full Program Committee approval.

Graduation Requirements

Graduate students must satisfy University graduation requirements, and, in addition, must complete a master’s project by enrolling in HSA 579, and completing either a thesis, a project, or a residency. After the completion of HSA 579 the student will defend in an oral examination committee the products and learning of the closure exercise especially as they relate to management principles and concepts. Students are required to contact their advisers early in the semester before expected graduation to ensure that all University requirements can be met on a timely basis.

Health Services Administration/Course Descriptions

HSA 401 Organizational Behavioral and Interpersonal and Group Relationships (4 Hrs.)
Focuses on understanding interpersonal relations and group dynamics as they affect managerial decision-making and organizational effectiveness within the health services organization. To provide students with a working understanding of forces which influence individual, interpersonal, and group behavior; to develop diagnostic skills in identifying causes of human problems in group and interpersonal work settings; and to develop judgmental skills in taking actions to improve effectiveness and satisfaction of groups and individuals. Particular attention given to understanding and managing primary work groups (such as departments) and interpersonal (boss-subordinate) relationships. Also deals with conflict resolution, ineffective performance, giving and receiving feedback, effective communication, motivation, and influence. Cases, films, exercises, readings, and conceptual notes used.

HSA 409 Quantitative Analysis for Health Managers (4 Hrs.)
Integration of disparate quantitative techniques into a managerial problem-solving framework. Areas covered include: systems analyses; cost-benefit techniques; game theory; risk theory; advanced regression modeling; and quality assurance measures. Stress on industry practices and levels of precision. Prerequisite HSA 309 (formerly 407) or equivalent.

HSA 415 Medical Terminology for Health Services Managers (4 Hrs.)
Study of professional vocabulary. Uses student-paced audio tape cassettes in conjunction with a workbook. Not open to students with previous professional training which included medical terminology. Offered fall and spring.

HSA 421 Community Health Organizations (4 Hrs.)
Examination of the multiplicity of community health organizations at national, state, and local levels in relation to health problems and needs; their organization and functions; their governance; and the role of the consumer-citizen.

HSA 422 Long-Term Care Administration (4 Hrs.)
The theory, philosophy, and behavior of the administration and management of long-term care facilities. Role of administrators and their responsibilities will be stressed relative to administration, management, community activities, public relations, ethical practices, licensure, state and federal agency requirements, and programs.

HSA 425 Public Health Administration (4 Hrs.)
Definition of public health administration and consideration of community health needs and resources; analysis of role of health teams and public health administration on national, state, and local levels; development
and functions of officials and voluntary health agencies.

HSA 451 Health Planning (4 Hrs.)
Provides an introduction to history of health planning and interpretation of its relevance to health services administration; overview of health planning theory, definitions, methodology, and sites; in-depth examination of the current health planning structure, process, and products based on P.L. 93-641, the National Health Planning and Resource Development Act of 1974, and its implementation.

HSA 452 Health Planning Implementation (4 Hrs.)
Examines steps required to develop action programs to meet health needs identified by the health planning process: program identification and development, legislation and the legislative process, resource requirements and grantsmanship, project review and evaluation, and understanding the regulatory process.

HSA 453 Labor-Management Relations in Health Organizations (4 Hrs.)
Examination of behavioral, economic, social, and institutional forces which affect quality of union-management relations and objectives in health organizations. Analysis of relationships at individual work-unit level as they influence negotiations, grievances, and administration of collective-bargaining agreements.

HSA 458 Health Law (3 Hrs.)
Examination of historical and current legal status in physician and hospital liability; confidentiality of medical records; labor law in health organizations: medical ethics and the law; recent legal developments in utilization review, rate review, planning, and other legal-medical areas.

HSA 472 Information and Decision Making (4 Hrs.)
Examination of how computers are affecting managerial decision making in profit and non-profit organizations of varying size and complexity. Case studies focus on successes and failures in implementing information systems in hospitals, clinics, and organizations outside the health field. The design and specification of a health care information system related to one work setting is a key feature of the course. Experience with computing systems is not a prerequisite.

HSA 480 Learning Modules in Health Services Administration (2 Hrs.)
Integration of community and university resources under an individual option mode. Students package readings, films, professional meetings, interviews, and other resources to gain depth and experience in working in one area of administrative interest. Areas available include: hospital management; public health; health care research/statistics; community health; planning/policy; long-term care; clinics; management/operations. May be repeated for a maximum of four hours.

HSA 481 Grants Acquisition and Management (2 Hrs.)
Provides a strategy for grant location, development and application. Examines the features of successful grant applications. Discusses the strategies and managerial activities necessary to make grants work for institution building both during and after the initial grant funding period.

HSA 485 Health Services Administration Research Analyses/Review (2 Hrs.)
A critical examination of the methods and products of health services research. Students critique pieces of research and develop design improvements. Overall the course focuses upon the ethic of integrating research in the daily managerial behavior and philosophy of administrators. Prerequisite HSA 309 (formerly 407) or equivalent.

HSA 487 National Health Policy (4 Hrs.)
Analytic and descriptive study of national health policy in America; philosophy, history, politics, economics, sociology, and administration of health care with emphasis on the social setting in which health policy is made and complex workings of the system by which health care is provided. No prior study of economics required. See ECO 487.

HSA 488 Health Economics (4 Hrs.)
Application of economic theory and analytical tools to problems of the health-care sector. Includes concepts and measures of health; determinants of health; cost of illness; concept of the demand for medical care, welfare economics of physician, dentist, drugs, and hospital markets; financing health care; and other policy issues such as cost containment and national health insurance. See ECO 488.

HSA 490 Current Topics in Health Administration (2 or 4 Hrs.)
Special topics announced when offered. May be repeated for no more than four hours.

HSA 499 Tutorial in Health Administration (1-4 Hrs.)
Individual study directed by a faculty member. Tutorials are offered to meet special course work needs not otherwise available.

HSA 511 Behavioral Research in Organization (4 Hrs.)
Application of research in analysis of behavioral problems within organizations. Design and execution of a research project, analysis of data, and information of conclusions and
recommendations based on empirical results of study.

HSA 515 Financial Management of Health-Care Institutions (4 Hrs.)
Examines internal and external financial environments of health-care institutions. Covers areas of working capital management, decision criteria for investment, and long- and short-term financing. Prerequisite: ACC 421 or equivalent.

HSA 545 Medical Sociology (4 Hrs.)
Medical sociological framework for analyzing and understanding the health status of American society; social structure and social value; special issues in health and medical care; various models of health; life-styles and impact on health. See SOA 545.

HSA 548 Modern Techniques in Institutional Health Services Planning (4 Hrs.)
Concepts and techniques used in intra-institutional planning for health care services, facilities, and manpower. Methods of determining market demand and resource requirements for health services development are discussed, as are methods required to obtain the data necessary for complex and long-term planning decisions. Interrelationships with community health planning and with health regulatory programs are explored.

HSA 552 Contemporary Practices and Problems in Hospital Administration (4 Hrs.)
Case studies covering the contemporary hospital and its multifaceted problems. Examination of goals, objectives, authority, management, resources, and controls in the administrator-physician-staff triad. Organizational research paper required. Prerequisite HSA 401.

HSA 556 Leadership and Human Resource Management in Health Care Institutions (4 Hrs.)
Difficult dilemmas health care managers encounter in managing large numbers of professional people, beginning with the relationship of personnel policy and its administration to organizational strategy. Forces the student to struggle in a realistic and practical way with personnel and leadership issues which top management staff face in health-care organizations. Concepts and techniques useful for managers in improving the effectiveness of human resources through a variety of leadership skills, job design, job analysis, selection, job evaluation, compensation, supervision, communication, and training and development are examined as management tools which represent new opportunities in the better management of people. The course is based on the premise that every manager is totally dependent on his/her people and their competence, spirit, and support and that a manager bears a great responsibility for the well-being of those people.

HSA 557 Program Evaluation for Health Managers (4 Hrs.)
General and specific grounds for evaluating health care programs. The concept of a program, the analysis of evaluation models, program measurement, causality in program evaluation, internal and external evaluation, process and outcome evaluation, and evaluation implementation strategies. Use of experimental design, quasi-designs, and case studies. Prerequisite: HSA 409.

HSA 559 Advanced Methods of Health Finance (4 Hrs.)
In-depth examination of cost analysis and cost funding in health care institutions. Mergers, acquisitions, rate setting, and capital financing. Techniques to maximize revenues to health-care institutions through strategic financial planning.

HSA 566 Gaming/Simulation in Health Care Management (4 Hrs.)
Small group decision-making processes. Participants play administrators and key health facility staff personnel. Problems deal with staffing, financing, public relations, marketing, planning, and change management. The development of a cooperative decision-making style in an environment of status and professional differences is highlighted.

HSA 579 Application of Administrative Concepts (4 Hrs.)
Serves as capstone for graduate students in the HSA Program. Students must complete one of three course options: a thesis, a project, or a residency. Students are encouraged to consult with their advisers to establish the best option.

HSA 590 Topics in Health Services Administration (2 or 4 Hrs.)
Selected topics announced when offered. May be repeated for a maximum of four hours.
History — M.A. (40 Hrs.)

Program Faculty — Nina S. Adams, Christopher N. Breiseth, G. Cullom Davis, Edward L. Hawes, J. Richard Johnston, David McBride, Ralph A. Stone, Charles B. Strozier

Associated Faculty — Larry Shiner

Adjunct Faculty — Daniel Holt, John Squibb

The Master of Arts in History is addressed to the student who presently works in or seeks employment in history. Many M.A. candidates in History are classroom teachers strengthening their teaching qualifications through their own learning. Others are interested in becoming teachers or entering the field of public history. Public history embraces such skills and subjects as community history, historical editing, sponsored research, historic preservation, oral history and media production. Course and field experience in these areas is available to interested graduate students. Still other M.A. candidates seek the intellectual stimulus of studying history. Through timely advising and careful course selection, the graduate student may pursue any of these avenues of interest. Whatever the objective, every student may expect to acquire the critical and analytical abilities and the intellectual breadth appropriate to graduate level study.

Preparation for the M.A. degree emphasizes comparative historical analysis of key themes in America and other national cultures. The development of skills in historical methodology is also stressed. A final assessment requires the student to select a major theme or themes in the history of the United States and of one other national culture for comparative analysis over a period of approximately one century. The student will work out the proposed comparison with his or her adviser and present it to his/her committee for approval. Where the student's degree objectives would be best served by an assessment of a theme or themes between two national cultures, not including the United States, an exception may be granted by the committee. Students choosing such a focus will draw on cross-cultural thematic courses, but will also need to plan tutorials with the faculty members most qualified to guide study in that culture or cultures.

The Master's Project

Many students will fulfill the requirement of a master's project by writing a thesis. Other students, especially those interested in public history, may choose with their adviser to do an applied project in order to develop archival, curatorial, planning, interpretive, and other skills.

The master's thesis or applied project requirement is designed to encourage the student to utilize the rich resources available in the Springfield area. At Sangamon State University these include the University Archives, the collections with the Illinois Regional Archival Depository, and the Oral History Office. Close by is a historic site operated by the University, the Clayville Rural Life Center and Museum. There are rich primary and secondary sources available in the Illinois State Library, the State Archives, the State Historical Library, and the Sangamon Valley Collection in Springfield's Lincoln Library. The Illinois State Museum and various historic sites in and near the city offer additional resources.

Entrance Requirements and Advising

Admission to the master's program in History will be granted anyone with a baccalaureate degree. Matriculation to official M.A. degree candidacy will be approved only after successful comple-
tion of History 501 The Graduate History Colloquium. In the colloquium, students will be helped to develop and demonstrate skills in historical research and to identify a topic for the master’s thesis or related project. The student’s M.A. degree plan should be sufficiently developed at the completion of the colloquium to permit selection of the student’s committee: the student’s faculty adviser; one or two other faculty members; and, optionally, one or two other students. The committee will review the M.A. degree plan, thesis or project, and the final assessment topic, and will conduct and certify the competencies demonstrated in the final assessment.

M.A. Competencies
The M.A. History student, upon completing his or her plan of study, will be able to:
1. Locate, organize, and analyze primary and secondary historical source materials.
2. Demonstrate the techniques of historical research through a research essay or an appropriate special project utilizing research skills.
3. Demonstrate an understanding of cultures through a comparative analysis of a major theme or themes in the historical development of the United States and of one other national culture.

Grading Policy
No “C” grades are allowed in courses that count toward the major, but the student may petition his or her graduate committee for exceptions to this policy. There are higher expectations of graduate students enrolling in undergraduate courses. All courses taken in the major (28 hours) must be completed with a grade of “A” or “B.” Beyond this 28 hours, the student may take the pass/fail option and/or receive a “C.” Students may petition the program for exceptions to this policy. History majors may repeat some program courses.

Graduation Requirements
1. Completion of 40 hours of graduate credit, including four hours of Public Affairs Colloquia credit; 28 hours must be in History or involve closely related experiences in other programs directly applicable to the student’s approved plan.
2. Completion of HIS 501 The Graduate History Colloquium, which meets the University’s communication skills requirement, and HIS 551 Introduction to Public History.
3. A final assessment comparing a major theme or themes of two national cultures, which meets the University’s problem solving requirement.
4. A thesis or a special project.
5. Successful completion of the required United States and Illinois constitution test, if not previously achieved at the collegiate level.

Guidelines for the assessment and the thesis and the project are available from the History Program Office. The History M.A. curriculum is currently under revision. Students will be kept informed of changes.

History/Course Descriptions
HIS 401 Community History Seminar (4 Hrs.)
Research and writing seminar employing primary materials on Springfield or nearby communities. Includes critical examination of local history literature and requires an advanced research paper.

HIS 402 Illinois History (4 Hrs.)
Analysis of the people, economy, government, and culture of Illinois from statehood to the present, to help students understand the national experience through the viewpoint of this pivotal Midwestern state.

HIS 403 Material Culture and American Life (4 Hrs.)
Considers relations of objects and production processes with patterns of life in different periods. Studies how artifacts, including tools and furniture, photographs, maps, and historic structures can be used in historical writing, teaching, and museums and historic sites work.
HIS 404 The American Midwest: A Cultural and Historical View (4 Hrs.)
Multidisciplinary examination of country and city life in middle America; how historians, sociologists, novelists, artists, and others have viewed the Midwestern experience and culture.

HIS 405 Historic Environmental Preservation (4 Hrs.)
Surveys history of preservation of buildings, of built landscapes and natural areas, and of American architecture and landscape design. Considers policies and their applications, research and planning, and current preservation technologies. Utilizes studies and field work. See ENS 419.

HIS 407 Museum and Society (2 Hrs.)
Examines the ways museums have been used since the 1870s and the functions they serve today. Consideration of indoor and outdoor history, art, folklife, and science museums. Focuses on their use of learning resources with analysis of problems in communicating realities.

HIS 409 Frank Lloyd Wright: Modern Architect (2 or 4 Hrs.)
A study of the impact of Wright on modern architecture and the cultural context from which modern architecture emerged.

HIS 410 Workshop in Oral History (2-4 Hrs.)
A research technique, not a body of historical data. Technique: oral history — tape recording, transcribing, and editing personal reminiscences. Students learn about oral history; perform activities involved from tape to type. Projects added to the University's Oral History Collection. Course may be repeated for credit. See GER 410.

HIS 414 Japan: The Living Tradition (4 Hrs.)
A media course tracing the history of Japan up to the 16th century, emphasizing cultural, religious, and artistic forms and their development.

HIS 415 Japan: The Changing Tradition (4 Hrs.)
A media course tracing the history of Japan since the 16th century and first European contact, emphasizing economic, political, and social development; explores contemporary issues in those areas.

HIS 425 History of Afro-Americans (4 Hrs.)
A survey of the Afro-American experience. Colonial American slavery and the Civil War/Reconstruction Black experience, through the 20th century urbanization of Blacks and the emergence of the civil rights protests.

HIS 426 Blacks in the Americas and Africa (4 Hrs.)
Focuses on the history of Afro-Americans in relation to African colonization, North and Latin American slave systems, Pan-African leaders and movements, and modern Afro-American and African comparative cultural and political topics.

HIS 427 American Worker in the Twentieth Century (4 Hrs.)
Historical analysis of the changing views and nature of work; cause and effect of worker's organizations; and culture of workers through use of songs and novels of and about ordinary people. See LST 427.

HIS 429 The American Left: Ideology and Politics (4 Hrs.)
Examination of ideologies and politics of some major leftist parties, organizations, individuals since the late 19th century, including the socialist movement in the 20th century; conflicts within the left; split between organized labor and the left; class consciousness in U.S.

HIS 432 Colonial America and Early United States to 1815 (4 Hrs.)
History of major developments in America during the period 1620 to 1815, including topics in social, intellectual, economic, and political history.

HIS 433 United States, 1815 to 1877 (4 Hrs.)
History of the United States from westward expansion to Civil War and Reconstruction. Emphasis on manifest destiny and the Indians; slavery and sectionalism; abolitionism and women's rights; and careers of Jackson, Stephen Douglas, Frederick Douglass, Elizabeth Cady Stanton, Lincoln, Johnson, and Grant.

HIS 436 United States, 1877 to 1929 (4 Hrs.)
America's emergence to a position of united nationhood, industrial might, urban culture, world responsibility. Topics include the industrial revolution, the 1890s, progressivism, World War I, the 1920s; with interpretive readings and various exercises in politics, diplomacy, economics, society, thought, and literature.

HIS 437 United States, 1929 to the Present (4 Hrs.)
Examination of domestic problems from 1929 to the present from perspective of their own time and how they affect today's world; the Depression as economic-social-cultural watershed; domestic consequences of the Cold War; protest movements of the 1960s.

HIS 438 Lincoln from Kentucky to Illinois (4 Hrs.)
Follows Lincoln's story through three states and traces the way his remarkable life links up with important themes in American history.
HIS 439 American Foreign Policy in the Twentieth Century (4 Hrs.)
Study of how, why, and toward what end the U.S. has grown from a minor power in 1898 to the world's most powerful nation in the 1970s. Major themes: isolationism, collective security, internationalism, imperialism. Includes: World Wars I and II, the Cold War, Vietnam. Offered as a self-paced module when not scheduled as a regular course.

HIS 447 Democracy in Crisis: France since 1870 (4 Hrs.)
Examination of the struggle by "the mother of democratic revolutions" to maintain democracy during a period of violent upheavals: the Commune, Boulangism, the Dreyfuss Affair, facism, world wars, and wars of colonial liberation.

HIS 452 History of American Law (4 Hrs.)
Historical examination of the profession, practice, and constitutional development of law in the United States. Topics include the common law legacy; substantive and procedural aspects of legal history; jurisprudence; the American lawyer; and interaction of law with American society, thought and politics. See LES 452.

HIS 453 Introduction to Psychohistory (4 Hrs.)
Treats diverse ways that psychology is currently being used to understand history, including study of individuals: the family (and childhood); and the meaning of political, social, and cultural change.

HIS 454 The History of the Family (4 Hrs.)
Investigates the modern family in comparative and historical perspectives. Selected themes — changing patterns of sexuality, high rate of divorce, shifting kinship relationships — are explored historically to understand their importance in the present. See CFC 454.

HIS 455 Feminist History: The U.S. Then and Now (2-4 Hrs.)
Deals with issues and themes (production, reproduction, socialization, and women's movements) from Colonial times to the present. Self-paced course which emphasizes thinking skills and writing interwoven with content. Can be used with comparable course on women in China to pursue particular themes.

HIS 456 Myth, Reality and History (4 Hrs.)
Exploration of man's quest for meaning through historical action and historical writing, including differences between historical and nonhistorical ("primitive") people, visions of transcending the terror of history through myth and art, special characteristics of historical space and time, role of imagination and understanding in history. See PHI 437.

HIS 457 Women's History: Alternative Perspectives on the Past (4 Hrs.)
Exploration of women's history in England, Russia, China, Vietnam, and the U.S. with survey of areas in which conventional historical insights and methods need reinterpretation.

HIS 458 Utopian Settlements/Midwest (4 Hrs.)
The dreams which moved various groups of settlers to found experimental communities in the Midwest during the 19th and 20th centuries. A study of the theory, history, and practice of intentional communities in Tennessee, Kentucky, and Indiana.

HIS 459 Experimental Communities in the Midwest (4 Hrs.)
History, theory, practice of intentional communities with emphasis on Midwestern examples, e.g., New Harmony, Amana, Bishop Hill, and Nauvoo — with field trips to some sites. Includes a survey of utopian communes and experimental group marriage and drug cults.

HIS 461 Between Two Worlds: Social Change in England, 1890-1920 (4 Hrs.)
Social change in England, the United Kingdom, and industrialized countries of Europe from a British point of view. Primary sources are materials from the period studied, a time of profound change from "modern" industrial society to the "post-industrial" contemporary world.

HIS 463 Europe in the Twentieth Century (2-4 Hrs.)
Comparative rather than national history; effects of modernization, national education systems, and consumer societies on lives of ordinary people; development of new forms of protest, emergence of secularism and rationalism in popular culture, lifestyles, value systems, and aspirations.

HIS 466 Imperialism (4 Hrs.)
Emergence and growth of Western European, American colonialism and imperialism. Emphasis on 19th and 20th centuries, including theories of imperialism advanced by Lenin, Hobson, others; assessment of impact of classical and contemporary imperialism on the third world; analysis of its manifestations today.

HIS 475 Women's Revolution in China (4 Hrs.)
Examination of past and present roles and status of women in urban and rural society. Covers changes in expectations and reality as traditional Chinese social and economic prac-
tices were revolutionized by impact of the West and by political forces emerging within an often turbulent history. Offered as a self-paced module when not scheduled as a regular course.

**HIS 477 Long Revolution in China and Vietnam (4 Hrs.)**
Comparison and contrast of two societies confronting Western power and developing revolutionary nationalism, including impact and legacy of feudalism, colonialism, patriarchy, and military struggle from 1898 to the present. Readings in conservative nationalism, radical socialism, conservative/radical feminism, and varieties of communism.

**HIS 501 The Graduate History Colloquium (4 Hrs.)**
Introduction to the graduate program, assisting students in diagnosing skills, designing a degree plan, learning research methods, utilizing various bibliographical resources, examining professional conflicts among historians. Research project. Successful completion constitutes matriculation into graduate program, satisfies communication skills requirements.

**HIS 502 Historical Research (4-8 Hrs.)**
Historical research for the required master's research essay. May be repeated for a maximum of eight credit hours.

**HIS 510 Public History Practicum (4-8 Hrs.)**
Supervised applied study in public history. Will be used to develop project to meet History M.A. requirements. Up to eight hours of History credit; unlimited number of credit hours toward elective requirements.

**HIS 511 Museum/Historic Sites Methods (4 Hrs.)**
Introduction to collection development and conservation, artifact research and registration, interpretive and educational programming and administration, exhibit preparation. Utilizes indoor and outdoor museums.

**HIS 551 Introduction to Public History (4 Hrs.)**
Explores the concept of public history including subject areas, techniques, and ethical issues. The application of historical knowledge and methods to the administration, preservation, and interpretation of historical materials as well as historical analysis of public policy issues. Required for all History majors.

**HIS 599 Independent Study: Special Topics in History (2-8 Hrs.)**
Independent and directed readings on an individual topic for graduate students in history. Students should arrange with appropriate faculty member.

The following courses have been approved for the program major. Students may petition for credit for courses not listed.

- ENS 411 Folklife and Environment
- ENS 413 Midwest Rural Life and Its American Regional Background
- ENS 472 Mornings at Clayville
- ENS 511 Environmental History: A Problems Approach
Human Development Counseling — M.A. (50 Hrs.)

Program Faculty — James Ansley, Marilou Burnett, Robert Crowley, Gerald Curl, Barbara Eibl, Jack Genskow, James Lanier, James Pancrazio

Adjunct Faculty — Sarah Dauphinais, Glen Davidson, Ugo Formigoni, Darlene Hoffman, Mary Loken

The basic educational goal of the Human Development Counseling Program centers around the identification and academic development of students who hold promise for enriching the lives of others through helping relationships or counseling. The attainment of that goal involves the specification not only of a body of knowledge related to the helping professions that students should acquire, but also of those competencies they need in order to apply that information effectively.

Graduates of the program will be able to provide counseling and consulting services at a professional level in a wide range of environments. Career options for graduates include counseling in mental health, correctional, educational, social welfare, rehabilitative, and human relations agencies or institutions. Opportunities for employment within each category vary; and prospective students should consult about career opportunities with the HDC faculty responsible for an area of study, prior to choosing a category. Presently, the program offers to qualified candidates a career pathway leading to elementary or secondary school counselor certification which has the approval of the Illinois State Board of Education. A certified teacher who wishes to pursue this course of study should contact his or her adviser immediately after acceptance into the program. The Rehabilitation emphasis has Preliminary Accreditation status with the Council on Rehabilitation Education (CORE).

The following areas of study are offered.

1. Life-span counseling with emphasis on facilitating counseling services for families and various age groups and minorities.
2. Educational processes with emphasis on providing educators and/or pupil-personnel workers with human relations skills related to enhancing learning.
3. Rehabilitation counseling with emphasis on developing skills and sufficient understanding to deal with clients requiring special services.

Entrance Requirements

Graduate students admitted to the University should request admission to degree candidacy through the Human Development Counseling Program. Applications are available at the HDC program office. Candidates must possess, prior to acceptance into the program, evidence of successful completion of entry-level coursework or the equivalent in the areas of abnormal, developmental, and social psychology. Courses which appear on a valid transcript from an accredited institution of higher education can serve as evidence for meeting the prerequisites. These courses can also be taken at the University in addition to the full 50-semester-hours program. Practical experience which is to be evaluated as meeting a prerequisite must be described in writing to the HDC Program for approval prior to admission to the program.

Admission Process

The admission process involves: 1) submission of an HDC Program application; 2) three references on forms pro-
vided with the application; and 3) an interview with an HDC student and faculty member. Admission is based upon academic competence, interest and/or prior experience in the helping professions, and evidence of personal characteristics associated with success in counseling relationships. An inability to meet any one of the criteria does not negate reapplication; however, the program will delay formal acceptance until all pre-admission requirements are met.

Students applying for acceptance into the HDC Program should contact their adviser or program convener regarding current program requirements relative to program changes.

**Advising**

The advising relationship in the program is important. If students have not indicated a preferred faculty adviser, an initial adviser assignment will be made by the program. If students decide at a later date to change advisers, they may complete a "Selection of Adviser" form and return it to the Advising and Counseling Office. Adviser selection forms are available at the program office, Office of the Registrar, or in the Advising and Counseling Center.

**Grading Policy**

HDC Program students must obtain grades of "B" or better, or the equivalent, in core courses. Certain courses in the program are listed as competency-based. A maximum of eight hours of "C" grades are allowed, if balanced by eight hours of "A" grades.

**Expected Professional Competencies**

Prior to graduation, students accepted into the Human Development Counseling Program must demonstrate, to the satisfaction of program faculty, competencies related to: a) personal development, such as the ability to communicate effectively with others; b) professional development, such as the ability to conceptualize a client's concerns and to provide an appropriate intervention through an individual or group relationship; and c) social development, such as the ability to participate as a team member.

Each course in the program may contain an applied or experiential component in addition to the didactic component; however, some core courses are specifically designed to emphasize experiential learning such as micro-counseling and practicum. These courses require the student to apply professional skills in simulated and/or real settings. Students enrolled in these courses should expect to demonstrate understanding of a code of ethical behavior in the helping professions as well as to provide evidence of interactions with clients. Students who seek a master's degree from the HDC Program should be familiar with the policy on professional experience, and should consult their adviser about satisfying its provisions. Information regarding program competencies can be obtained from the HDC program office.

**Program Requirements**

After completion of the HDC generic core (26 semester hours), the candidate, in consultation with the adviser, designs a course of study in one of the three areas of study (20 semester hours), selects an appropriate Public Affairs Colloquium (four semester hours), and completes a thesis or Master's Project. Any student who wants to design a more personalized program across rather than within areas should petition the HDC Program through his or her adviser for approval prior to implementing an individual plan of study. A student who plans to enroll in a tutorial from an HDC faculty member should, with the concurrence of the adviser and the faculty member concerned, submit a proposal to the faculty member designated to review tutorials for approval.

Students wishing to participate in an
experience which they believe is equivalent to any HDC course may petition the Program Committee through their adviser to determine if equivalent credit may be earned. Students should contact the HDC office in case of changes in requirements.

**Master's Project**

This requirement coincides with the University master's degree requirement described elsewhere in this catalog and supercedes program policy which appears in former catalogs. Specific details on completing this requirement are available from the HDC program office. All students admitted to the program after Aug. 15, 1981, must meet this requirement.

**Generic Core**

HDC 475 Psychological Tests and Measurements
HDC 501 Fundamental Issues in Helping
  (This is the foundations course and should be completed as early as possible.)
HDC 502 Theories of Counseling
HDC 503 Techniques of Group Counseling
HDC 504 Microcounseling
  (Also see HDC 549)
HDC 587 Professional Experience: Practicum

**Area of Study**

*Life-Span Counseling.* This area introduces the student to techniques of counseling for all ages, across settings, and within systems and classifications such as family units or minorities.

**Suggested Courses:**
HDC 434, 531, 559, 536, 580, 529, 532, 535, 539, 589.

**Educational Processes.** This area focuses on educational processes including communication, human relationships, and learning. The student examines both how he or she teaches and interacts with others and what strategies of learning are optimal for human development and learning.

**Suggested Courses:**
HDC 411, 412, 413, 529, 531, 541, 545, 549, 580, 589.

**Requirements for the Certification of School Guidance Personnel:**
1. School guidance specialists must hold or be qualified for a standard teaching certificate.
2. In addition to the HDC core courses, graduates are required to have: a) a course in career or vocational psychology; b) a course in mental hygiene and/or personality dynamics (can be met by the Abnormal Psychology prerequisite); c) a practicum in a school setting with both elementary and secondary clients.

**Rehabilitation Counseling.** This area is a professional counseling specialty that provides counseling to persons with physical and/or mental disabilities. Emphasis falls on those practices which aid such individuals in coping with these conditions.

**Suggested Courses:**
HDC 451, 453, 454, 533, 551, 552, 553, 554, 555, 556, 580, 589.

**Human Development Counseling/Course Descriptions**

**HDC 411 Introduction to Interpersonal Communications** (4 Hrs.)
Topics include nature of communication, barriers to interpersonal communication, motivation and change, small-group processes, and communication skills development. Emphasis on both research and theory, with opportunity for laboratory experience.

**HDC 412 Interpersonal Relations** (4 Hrs.)
A major focus includes social psychological views of relationships. Emphasis on both research and theory. Theories range from Sullivan to Laing; topics, from attitude change to interpersonal attraction.

**HDC 413 Behavior Management** (4 Hrs.)
First of two courses which relate principles of learning to problematic human behavior. Objective is to develop skill at changing dysfunctional client behavior and facilitating more effective behavior.

**HDC 423 Counseling Women** (4 Hrs.)
Examination of specialized biological, psy-
chological, and social issues which impact on women. Exploration of theoretical assumptions, counseling practices, and process variables which may apply differently to or affect women in counseling therapy. Identification of skills facilitative to women in general and to particular sub-groups of women. See CFC 423 and WMS 423. Prerequisite: CFC 302.

HDC 434 Introduction to Family Therapy (4 Hrs.) Survey of major techniques of family therapy. Emphasis on integration of theoretical constructs with therapeutic skills. Lecture, demonstration, and laboratory learning approaches are used. Students analyze a family system or present a project demonstrating comprehension.

HDC 446 Family Law (4 Hrs.) Law that affects the family. Topics include divorce, child custody, parental control, and neglect laws. See SOA 454, LES 446, and WMS 446.

HDC 448 Mental Health (4 Hrs.) Study of theories, models, and research related to psychological health.

HDC 449 Preventing and Coping with Burnout (4 Hrs.) Study of burnout (definition, causes, research), along with strategies for prevention and coping (individual, interpersonal, and organizational).

HDC 451 Issues in Severe Disability (2 Hrs.) Defines and analyzes issues related to rehabilitation of the severely disabled. Examples may include: accessibility, structural barriers, social attitudes, job restructuring, sexuality.

HDC 452 Developing Self-Concept (4 Hrs.) Study of self-concept and self esteem. Research, various theories and approaches to enhancement are emphasized.

HDC 453 Independent Living Skills Rehabilitation (2 Hrs.) Describes and analyzes independent living skills for severely disabled persons as support to vocational rehabilitation. Emphasizes nature, need, overview, and applications of current programs in independent living skills.

HDC 454 Occupational Analysis and Placement (2 Hrs.) Development of skills in job finding, job retention, techniques of placement with regard to severely disabled clients. Examines issues of affirmative action, employer attitudes, job readiness, workmen's compensation, and public employment services.

HDC 456 Human Sexuality (4 Hrs.) Exploration of knowledge and values toward issues of human sexuality with emphasis on sociological content, personal growth, and professional development. Format includes lectures, film presentations, and small-group discussions. See CFC 456 and SOA 456.

HDC 461 Employee Assistance (4 Hrs.) Course introduces remedial, preventative, and developmental programming and services delivery in workplace. Approaches to helping employees whose performance is impaired by alcohol or substance abuse, emotional problems, or family difficulties discussed. Strategies for addressing debilitating stress, burnout, and life crisis in employee population explored. Appropriate for graduate and advanced undergraduate students in human services and management curricula and special students engaged in human services delivery or personnel management.

HDC 475 Psychological Tests and Measurements (4 Hrs.) Survey course explores strengths and weaknesses of evaluation instruments. Includes principles, construction, and interpretation of representative psychological tests and measures. Offered fall and spring. Required core course. See PSY 408.

HDC 476 Psychotherapy East and West (4 Hrs.) Students will explore similarities and contrasts between Western psychotherapy and Eastern esoteric disciplines of the mind in terms of definitions of the self, notions of mental/emotional health, and personal goals.

HDC 501 Fundamental Issues in Helping (4 Hrs.) Examines academic, ethical, and vocational issues within the helping professions and relates them to student's values and objectives. Offered each fall and spring. Required core course (recommended as introductory course). See PSY 508.

HDC 502 Theories of Counseling (4 Hrs.) Systematic exposure to major counseling and psychotherapeutic theories and techniques essential to human relationships and helping processes. Offered fall and spring. Required core course. See PSY 553.

HDC 503 Techniques of Group Counseling (4 Hrs.) Study of major theories and techniques in group counseling. Required core course. See PSY 557.

HDC 504 Microcounseling (4 Hrs.) Presents a format in which helping relationship process can be analyzed and skills known in the helping professions can be acquired by the aspiring student. Final grade is partially based on competencies. (Prerequisites: HDC 501 & 502 or equivalent.) Required core course.
HDC 511 Gestalt Therapy
Study of theoretical bases of Gestalt approaches to growth, in which participants experience a variety of techniques and explore application of Gestalt therapy to individual group settings. Current Gestalt literature explored critically. Experiential foci include body work and dream work as well as experiment, figure/ground, contact cycle, and polarities.

HDC 512 Rational Emotive Therapy (2 Hrs.)
Basic principles and essentials of rational emotive psychotherapy, their derivation and empirical support. Emphasis on application to individual and group therapy.

HDC 513 Behavior Therapy (2 Hrs.)
Second of two courses which present methods employed by professional helpers in therapeutic settings. Emphasis on cognitive-behavioral approaches. Prerequisite: HDC 413 or equivalent.

HDC 515 Client-Centered Therapy (2 Hrs.)
Theory and practice of client-centered therapy examined from perspective of major constructs as developed by Carl Rogers.

HDC 516 Advanced Group Process (4 Hrs.)
Expands awareness of basic group dynamics through leadership-type experiences focusing on integration of affective with cognitive process. Learning experiences will contribute to development of facilitator skills. Prerequisite: HDC 503 or equivalent.

HDC 517 Crisis Intervention and Short-Term Therapy (2 Hrs.)
Analysis of present techniques for coping with community mental health problems and survey of a range of new proposals.

HDC 525 Preventive Programming (2 Hrs.)
Study of models for conceptualizing preventive programs. Students design, and when possible, implement a preventive program in the community. See CFC 525.

HDC 529 Issues in Counseling Minorities (4 Hrs.)
Survey of literature and research on provision of counseling services to minorities, focusing on applicability of traditional psychological theories and interventions to mental-health needs of minority clients.

HDC 531 Counseling the Child/Adolescent (4 Hrs.)
Description of major problems faced by children and adolescents in society and exploration of a variety of solutions proposed to ameliorate them.

HDC 532 Counseling the Adult/Aged (4 Hrs.)
Focus on counseling techniques and related problem-solving strategies for helping adults in our society. Variety of solutions are proposed to alleviate the multivariate problems troubling adults. See GER 532.

HDC 533 Counseling the Chronic Pain Patient (2 Hrs.)
Designed for the helper who interacts with chronic pain patients. Most emphasis placed on patients with minimal organic findings. Prerequisite: HDC 502 or equivalent.

HDC 535 Couple Counseling (2 or 4 Hrs.)
For advanced students specializing in family counseling. Students develop treatment plans for dysfunctions occurring in marital relations. Prerequisite: HDC 434 or equivalent.

HDC 536 Divorce Counseling (2 or 4 Hrs.)
For advanced students specializing in family counseling. Students develop and implement treatment to ameliorate problems of persons separated from spouses. Prerequisite: HDC 434 or equivalent.

HDC 539 Counseling at the College Level (4 Hrs.)
Examination of various counseling career options available in the higher-education setting (community colleges, colleges, and universities), concentrating on such areas as psychological, financial aids, career, placement, etc. Discussion of kinds of counseling problems facing college students.

HDC 541 Designing Effective Learning Experiences (4 Hrs.)
Exploration of questions “What is teaching/learning?” and “How do I teach more effectively?” Students examine and experience a variety of approaches to teaching with concentration on classroom applications. A major focus is enhancement of self-esteem in the classroom.

HDC 544 Staff Development and Supervision (4 Hrs.)
Provides training and background understanding of personnel issues, staff development models, and principles of direct supervision. See CFC 544.

HDC 545 The Gifted Child (4 Hrs.)
Defines areas of talent and methods of its identification. Deals with research in the field of giftedness, assessment of special needs, and development of unique programs for the gifted. See CFC 545.

HDC 549 Microskills: Teaching (4 Hrs.)
Format through which the teaching process can be examined with increased meaning and rigor. Systematic way to teach and learn skills shown to be most useful in the helping professions. Advanced graduate course open only to practicing teachers who presently have classrooms of students, in order to improve their teaching skills. May be substituted for
HDC 504. Prerequisite: 16 hours in educational processes.

HDC 551 Rehabilitation: Philosophy, History, and Structure (2 Hrs.)
Processes by which certain human conditions may be ameliorated by vocational rehabilitation services: in particular, counseling and evaluation. Strong emphasis on historical survey, philosophy and concepts of rehabilitation, and case service techniques to assist individuals with physical, mental, and/or social handicaps.

HDC 552 Medical Aspects of Disabilities (2 Hrs.)
Review of the impact of disease and trauma on the human system with special attention to effects of physical limitations on human functioning and rehabilitation process, including effects of the most severely handicapping conditions and treatment.

HDC 553 Psychosocial Aspects of Disabilities (2 Hrs.)
Reviews psychosocial problems, principles, and practice with disabled, including psychological assessment; counseling and psychotherapy; attitudes, motivations, and emotions, and psychological rehabilitation and adjustment.

HDC 554 Job Development and Placement (2 Hrs.)
Examines need, function, and approaches used with the disabled in job development, restructuring, placement, and follow-up industry, with emphasis on role of counselor in these processes. Actual contact with employers in job finding, job analysis, and placement of clients.

HDC 555 Research Aspects of Rehabilitation (2 Hrs.)
Introduction to current research literature in rehabilitation, and to research methods, techniques, tools, designs and resources for the rehabilitation worker.

HDC 556 Career Counseling (4 Hrs.)
Utilization of Holland's work on vocational choice as framework for developing techniques useful in career counseling.

HDC 559 Family Therapy (4 Hrs.)
For advanced students interested in specializing in family counseling techniques. Students develop and implement family treatment plans in actual and/or simulated family systems, and must be able to articulate at least two major family counseling approaches. See CFC 559 and PSY 559. (Prerequisite: HDC 434 or equivalent)

HDC 560 Clinical Education in Psychosocial Care (12 Hrs./6 Sem.)
An interdisciplinary, clinically oriented course in which the student attempts to help people while working under supervision. Students study their own experiences and compare them to those of peers and supervisors. Verbatim write-ups of visits, learning incidents, case conferences, and weekly resumes constitute material offered for supervision. A one-hour interpersonal growth group occurs weekly, as well as presentation of discussion topics by various professional helpers. The course covers two semesters. Admission by application and interview only. Tuesdays, 8 a.m. to 1 p.m., plus eight additional hours weekly to be scheduled at the student's discretion. Six semester hours credit per semester. (For additional information, contact HDC program office.)

HDC 561 Organizational Dynamics and Administration in Mental Health Settings (4 Hrs.)
Examination of structure and functioning of mental health organizations as socio-technical systems and individual and small-group processes and behaviors within them. Emphasizes the clinician executive's role and functions performed to enhance organizational effectiveness. See HSA 561. Prerequisite: HDC core or equivalent.

HDC 563 Counselor as Consultant (2 Hrs.)
Surveys the role of counselor as consultant. Covers a variety of strategies currently in use, as well as techniques useful in implementing them. Prerequisite: HDC 502 or equivalent.

HDC 567 Sexual Counseling (4 Hrs.)
Exploration of problems in sexual functioning and some therapeutic methods available for change. Prerequisite: college-level course in human sexuality. See CFC 567.

HDC 575 Tests in Counseling: Vocational/Personality (2 or 4 Hrs.)
Practitioner-oriented, emphasizes use of tests in counseling. Provides experiences beyond those acquired in basic measurement courses. Includes study of interpretation and practical applications of psychological tests and assessments with individuals or groups.

HDC 576 Behavioral Assessment (2 Hrs.)
Designed to familiarize advanced students in helping relations with a set of techniques for assessing motor, physiological, and cognitive behavior.

HDC 580 Research and Evaluation in Human Development Counseling (4 Hrs.)
Provides training for research in counseling. Includes sources of information and types, strategies, design, methods, and techniques of research. May be repeated for a maximum of eight semester hours. Prerequisite: HDC core or equivalent.
HOC 581 Assessment for Counselors (4 Hrs.)
Course examines the factors involved in collecting from various sources information that may be needed in helping clients. Relates decisions about intervention to this information, and surveys means of monitoring and evaluating progress. Prerequisites: HDC 475 and HDC 502.

HDC 587 Professional Experience: Practicum (6 Hrs.)
Professional experience in helping relationships within institutions and agencies that promote human welfare. Admission is by application to professional experience coordinator. Applicants should familiarize themselves with details of HDC program's policy on professional experience and consult with adviser in advance of electing this course. Successful completion of all other core courses is one criteria for admission. Registration limited and waiting list maintained. Offered fall and spring. Final grade partially based on competencies. Required core course.

HDC 588 Professional Experience: Internship (4-12 Hrs.)
Supervised learning experience which allows students to implement their acquired skills in actual work settings. Focuses on intern's professional competencies. Admission by application to professional experience coordinator and permission of appropriate HDC faculty. Prerequisite: HDC 587.

HDC 589 Research Colloquium: Master's Project (2-6 Hrs.)
Involves completion of intensive project as culmination to student's progress in the program. Project may be experimental or applied. May be elected to satisfy one of general program requirements. Prerequisite: HDC core or equivalent.

HDC 590 Issues in Counseling and Helping (2 or 4 Hrs.)
A seminar for advanced HDC students which will focus on specific issues in the field. Topics announced prior to registration. May be repeated without limit. Topics must vary.

HDC 599 Independent Study: Tutorial (1-4 Hrs.)
Opportunity for individualized learning. For students who can demonstrate skill in accomplishment of self-initiated activities. Topics studied may not duplicate courses currently offered in this or other programs within the University. Prerequisite: approval of appropriate HDC faculty.
Individual Option — M.A. (42 Hrs.)

Program Faculty — Ronald Ettinger, David Hilligoss, Terry Peters
Associated Faculty — Ed Cell

Sangamon State University is one of the few institutions in the country offering graduate study within a self-designed curriculum. Individual Option offers the opportunity for students to design degree programs consistent with an analysis of their own educational goals and needs and with available institutional and area resources. The major purpose of the program is to serve those students whose goals and needs are best met by combinations of courses or a mixture of learning formats not available through established University curricula. Often in such cases, the most suitable curriculum is interdisciplinary or focused on the special needs associated with a personal/career goal.

In designing an individualized curriculum, students model the attitudes and practice the skills of self-directed, lifelong learning. A basic assumption of the program is that experience in this educational process promotes critical thinking and facilitates significant learning. Individual Option students assume responsibility for integrating their learning activities around those questions and themes that are central to their educational concerns, for frequently evaluating the adequacy of their program design and making appropriate revisions if necessary, and for reassessing their educational goals in light of their initial experiences in pursuing these goals. The major function of the program staff, faculty, and curriculum is to facilitate this learning process and the growth in personal autonomy that is basic to it.

Each Individual Option student prepares a degree proposal which discusses his/her educational goals and needs, available learning resources, and appropriate learning activities. In addition to conventional course work, Individual Option encourages use of a variety of learning formats, such as internships, independent study, symposia, foreign study, and exchange with other educational institutions. The student, however, is largely responsible for contacting resources and arranging these experiences. Students select a degree committee with whom they contract their degree proposal. Each degree committee consists of at least three faculty and two peers chosen for their interest and expertise in the student's field/s of study.

Entrance Requirements and Advising

Prospective students should contact the Individual Option office as soon as they are admitted to the University. Individual Option staff will establish a preliminary file and discuss the process of selecting an adviser and degree committee. Students must then, with the help of their adviser and enrollment in the Individual Option Colloquium, write their own learning proposals. After the proposal has received approval of the adviser, the degree committee and the program staff, the student is considered officially admitted to the program.

Grading Policy

A maximum of eight hours of “C” grades are applicable to a degree, provided that each hour of “C” is balanced by an hour of “A.” Acceptability of “C” grades must be approved by the student's degree committee.

Program Requirements

Because of the demands that self-directed learning places upon the student, Individual Option requires a sequence of colloquia and courses that focus on the learning process and on the skills and
Individual Option

understanding needed for autonomous learning. The purposes of these course requirements are: to guarantee a continuing dialogue among student, adviser and degree committee; to enhance student autonomy; and to provide the opportunity for the student to engage in those activities essential to autonomy, namely, the integration of learning and the assessment of the learning process.

Students may count a maximum of 16 semester hours of work taken as an undeclared major prior to gaining approval of their degree proposal by their degree committee. This restriction may be modified to 20 credits for students transferring from other programs.

Course requirements are distributed as follows:

INO Process Requirements 6 Hrs.
1st semester:
INO 501 Self-directed Learning 2 Hrs.
INO 511 Individual Option Colloquium 2 Hrs.
2nd semester:
INO 520 Liberal and Integrative Studies Project 2-6 Hrs.
INO Elective Courses (minimum) 2 Hrs.
INO 441 Learning from Experience 2 Hrs.
INO 442 Freedom, Experience and the Person 2 Hrs.
INO 480 Readings and Problems in Experimental Studies 2-12 Hrs.
INO 590 Independent Field Project 2-12 Hrs.
INO 551 Master's Project or INO 599 Thesis 4 Hrs.
Public Affairs Colloquia 4 Hrs.
Additional Courses (at least 12 of these hours must be 500-level) 26 Hrs.

In some instances, the interdisciplinary nature of the student's learning needs will suggest educational experiences which total more than the required minimum of 42 credit hours. The optimum number of credit hours for the degree must be negotiated between the student and the degree committee at the time the degree proposal is contracted.

Process course requirements may be adjusted for students enrolling in the program who have completed 10 or more credits of work toward their M.A. and who plan to complete their program in less than three additional semesters.

Individual Option/Course Descriptions

INO 441 Learning from Experience (2 Hrs.)
Exploration of how we learn from our experience and of conditions that make for functional and disfunctional learning. Special attention to resistance to change, the task of maintaining identity, the emotions and personal knowledge of others. Provides a perspective on lifelong, informal learning.
INO 442 Freedom, Experience and the Person (2 Hrs.)
Exploration of the nature of autonomy, obstacles to it, and the use of experiential learning to enhance it. Special attention to games and scripting, personal power and powerlessness, humanistic paths to autonomy and behavioral paths to self-control.
INO 480 Readings and Problems in Experimental Studies (2-12 Hrs.)
Readings or research on trends and current issues in the student's self-designed, experimental discipline. In consultation with faculty, students define topics integral to satisfaction of their self-assessed learning needs. May be repeated for a maximum of 12 hours.
INO 501 Self-Directed Learning (2 Hrs.)
Examination of concepts and skills of self-directed learning for INO and other graduate students. Topics include clarifying values, setting educational goals, assessing personal learning history, defining learning needs, designing effective learning experiences, evaluating learning outcomes, and designing a learning proposal.
INO 511 Individual Option Colloquium (2 Hrs.)
Advanced study of designing effective learning experiences, documenting and evaluating independent learning, organizing learning resources, and designing a curriculum. Students will design a major learning project and
contract a finished degree proposal with their degree committee. Prerequisite: INO 501.

INO 520 Liberal and Integrative Studies Project (2-6 Hrs.)
Application of the principles of integration and autonomy explored in INO 501-511. Students will present a paper integrating at least three courses or learning experiences around a common theme or issue. May be repeated for a maximum of 6 hours.

INO 551 Master’s Project (4-12 Hrs.)
Required of all M.A. candidates. This University requirement may also be satisfied by INO 599.

INO 590 Independent Field Project (2-12 Hrs.)
Experiential learning project must be directly applicable to student's degree proposal. Field experience journal and formal presentation of project results are required. May be repeated for a maximum of 12 hours.

INO 599 Thesis (2-12 Hrs.)
Major research and writing project. Topic must be approved by the degree committee prior to registration. Thesis will normally satisfy the University Master's Project requirement.
Legal Studies — M.A. (48 Hrs.)

Program Faculty — Anne Draznin, Nancy Ford, Frank Kopecky, Pat Langley, Carolyn Marsh, John Palincsar

Associated Faculty — Cullom Davis, Steve Daniels, Larry Golden, Barbara Hayler, Peter Wenz

The Master’s Degree

The study of law as a social system of justice is the primary focus of the Legal Studies Program. The public aspects of the law and the study of government as a law-making institution are emphasized. Because state and federal law-making institutions are located in Springfield, graduate students in Legal Studies have a wide variety of internships, fellowships, clinical placements, and graduate assistantships available to them. Students should refer to other sections of this catalog for more detailed information.

The graduate core is intended to provide students with the skills needed to locate and understand primary sources of law; to assist students in seeing law as a value-laden social institution; to understand the law-making process of a particular branch of the legal institution; and to relate these skills and knowledge to public policy issues. The core provides a foundation for more specialized or interdisciplinary study of law-related policy issues and problems.

The master’s degree program is designed primarily for students who are anticipating a career in public service, or for those students who intend to further their education past the master’s level.

Entrance Requirements

Students must have a bachelor’s degree to be admitted into the program. No particular undergraduate major is required, and it is anticipated that students will come from a variety of educational and experiential backgrounds.

Students seeking admission into the graduate program must meet the University’s admission requirements. No additional admission process is required. However, Legal Studies is a difficult degree program, and students considering admission into the program should contact the program convener for pre-admission counseling. Students are expected to analyze and comprehend difficult legal material. Written and oral communication skills are vital to the successful completion of the degree.

While there is no particular degree or background which best prepares students for legal studies, students should be familiar with or have an interest in government. To assure firm grounding in basic areas of curriculum, all graduate students must either complete for credit, or demonstrate proficiency in, the content of the following course: POS 416 - The American Constitution and Constitutional Law (offered fall semester). Deficiency credits must be completed as electives.

Master’s Degree Requirements

In scheduling course work, students should be aware that required courses are not offered every semester. The program recommends that courses be taken in the semester and year of graduate study indicated.

<table>
<thead>
<tr>
<th>Core Courses</th>
<th>18 Hrs.</th>
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<tbody>
<tr>
<td>LES 401 Legal Research and Writing (Spring, first year)</td>
<td>4 Hrs.</td>
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<tr>
<td>LES 404 Law and Social Order (Fall, second year)</td>
<td>4 Hrs.</td>
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<tr>
<td>LES 501 Legal Studies Colloquium (Fall, first year)</td>
<td>4 Hrs.</td>
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<tr>
<td>LES 411 Judicial Process (Spring, first year)</td>
<td>4 Hrs.</td>
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</table>
POS 402 Legislative Politics (Fall, first year) 4 Hrs.
or
ADP 501 Bureaucratic Politics and Public Policy Development 4 Hrs.
LES 504 Graduate Seminar in Legal Studies (Spring, second year) 2 Hrs.

*Electives 22 Hrs.

Public Affairs Colloquia 4 Hrs.

Total 48 Hrs.

*In selecting electives, a student must complete four credit hours from the following: LES 402, 421, 441, 445-449, 465, 466, 469, 471-477, 551, 552, 578, or a related course which is acceptable to the student's adviser.

Each student will be assigned an adviser prior to initial registration. A different adviser may be selected at a later date, if desired. Students should consult with their advisers to develop educational programs to meet their individual educational objectives. The Legal Studies curriculum has been designed to maximize electives, after students have met core requirements, in order to allow each student to tailor the M.A. degree to particular interests.

A student may use 18 hours of electives to gain expertise in another academic or professional area such as administration, gerontology, counseling, or social work. A student may likewise use the elective hours to gain an interdisciplinary perspective on a single issue, such as civil rights and liberties; or a student may elect to stay within the program courses, concentrating on skill-oriented, substantive law, or experiential learning courses.

An educational plan should be developed with the assistance of the adviser at the earliest date possible.

**Grading**

A maximum of four hours of "C" is allowed within LES course work, and students must have a "B" or higher average within the LES Program. To encourage students in selecting electives, an additional four hours of "C" is permitted if an over-all "B" average is attained.

Clinical education courses and tutorials will be graded on a "credit/no credit" basis.

**Clinical Education**

While not required, graduate students are encouraged to participate in a clinical education experience. Experiential education in a legal setting helps the student develop job skills and can provide the opportunity for future development.

The location of state and federal governmental offices and courts in Springfield offers Legal Studies students a unique and rare opportunity to gain legal experience in the public arena. Clinical placements include the appellate courts, administrative agencies, state and federal attorney generals' offices, legal aid, and a variety of public-interest citizens' groups.

Graduate students may earn up to eight hours of credit by enrolling in LES 554. In addition, a graduate student must
participate in a seminar (or prepare a major paper) related to the work experience.

**Closure Requirements**

In addition to completing the course requirements outlined, each graduate student must complete University requirements for the degree. These include the United States and Illinois constitution exam and the graduate project or thesis.

**Legal Studies/Course Descriptions**

**LES 401 Legal Research and Writing (4 Hrs.)**
Methods of legal research into case and statutory materials. Use of public documents is stressed as well as traditional legal sources such as digests, encyclopedias, and legal periodicals. Student demonstrates skills by performing research exercises and by preparing legal memoranda. (Spring semester)

**LES 402 Practice Skills: Illinois Civil Procedure for Legal Assistants (4 Hrs.)**
Legal skills building includes exposure to interviewing and counseling, legal drafting, and legal ethics. Civil trial practice includes pleadings, motions, discovery, pre-trial conference, jury selection, trial protocol, and appellate strategies. Learning techniques include role-playing and media demonstrations.

**LES 404 Law and Social Order (4 Hrs.)**
Focus on law as a social control mechanism. Explores the conflict of individual freedom and social responsibility; changing nature of law as a reflection of social changes; concepts such as social welfare state, police power, social engineering, and individual's relationship to government. See SOA 425, POS 421. (Spring semester)

**LES 405 Law and Decision-Making (4 Hrs.)**
Study of decision-making and law-making processes. Explores law-making in executive, legislative, and judicial branches of government and relationship between branches. Concepts such as separation of powers, judicial review, and precedent are analyzed. (Fall semester) See SJP 405.

**LES 411 Judicial Process (4 Hrs.)**
Survey of social science literature on judicial process in the United States with emphasis on Illinois. Major topics include: legal culture, court structure, litigation, legal profession, trial and appellate courts, impact and compliance, and criticisms of the process. See POS 417 and SJP 411.

**LES 421 Judicial Administration (4 Hrs.)**
Introduction to basic concepts and critical issues in judicial administration. Emphasis on Illinois court system structure and functions in comparison with national standards and other court systems. Topics include case-flow management, jury management, records management, personnel administration, judicial rule-making, budgeting, planning, and research. See ADP 451.

**LES 423 Dispute Resolution (4 Hrs.)**
Critical analysis of the "adversary process" with an introduction to alternative methods of settling disputes in civil and criminal matters such as arbitration, conciliation, and mediation. Skills necessary to discover the facts and work toward a mutually-agreed solution are included. Neighborhood justice centers highlighted.

**LES 441 Welfare Law: Law and the Poor (2 Hrs.)**
Historical and philosophical bases of welfare law and ways laws affect the poor. In-depth analysis of Illinois welfare law and practice provides basis for exploration of alternatives toward the goal of building a model system for the nation.

**LES 445 Housing Law (2 Hrs.)**
Styles of life within public housing programs, laws and legal practices affecting this area, exigencies that prevail, as well as possibilities for future improvements. Includes direct observation in study of landlord and tenant laws and relationships, and some direct work with public housing projects and programs.

**LES 446 Family Law (4 Hrs.)**
Law that affects the family. Topics include divorce, domestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform, and the impact of the women's rights movement. See SOA 454, HDC 446, and WMS 446.

**LES 447 Sex-Based Discrimination (4 Hrs.)**
Substantive law course includes constitutional standards, impact of the ERA on these stand-
ards, the family, employment, the criminal justice system, credit, education, athletics, and public accommodations.

**LES 448 Juvenile Law (2 Hrs.)**

Laws and legal practices governing children and youth, in particular those from poor families who need assistance, wards of the courts, and juvenile offenders. Rights of children and youth services available to them, institutional practices, and laws governing these. Close direct observations of systems and practices with children and youth, both nonoffenders and offenders of laws.

**LES 449 Nondiscrimination Laws in Employment (4 Hrs.)**

Development and implementation of nondiscrimination laws in employment, including hiring, firing, promotion, terms and conditions, benefits, and pay. Focus on protective labor laws, veterans preference, harassment, due process requirements in employment. See ADP 452 and WMS 449.

**LES 452 History of American Law (4 Hrs.)**

Historical examination of the profession, practice, and constitutional development of law in the United States. Topics include common law legacy; substantive and procedural aspects of legal history; jurisprudence, the American lawyer; and interaction of law with American society, thought, and politics. See HIS 452.

**LES 456 Law and Literature (4 Hrs.)**

Study of the trial as metaphor; human nature and the state; the idea of property; and the nature of justice through novels, prose, drama, and other literature. See WMS 447.

**LES 465 Corrections Law (2 Hrs.)**

Emphasizes post-conviction or plea negotiation stage. Includes presentence investigation; factors in aggravation, mitigation, and the sentence hearing; the decision for community-based alternatives or institutionalization; probation conditions and revocation; parole criteria, and revocation.

**LES 466 Prisoner's Rights (2 Hrs.)**

Historical and current cases on prisoners' rights are studied. Includes summary of LES 465, but focuses on the institutionalized inmate's rights, duties of the institution with special attention to Illinois Department of Corrections, and advocacy of institutional reform.

**LES 469 Real Estate Law (1 Hr.)**

A practical, basic introduction to legal matters which routinely occur in transfer of real estate in Illinois, focusing on residential real estate.

**LES 471 Probate Law (1 Hr.)**

Practical, basic introduction to transfer of property between generations as regulated by Illinois law.

**LES 472 Street Law: Criminal Rights (1 Hr.)**

Legal protections in the criminal area compared to actual practices. Rights in the street, house, and car; search and seizure; police visits, arrests, and interrogation; jail and bail, traffic, gun and drug violations; court procedures and expungement.

**LES 473 Consumer Credit Law (1 Hr.)**

Basic, practical look at consumer credit issues in Illinois. Special areas include liens, attachment of property, garnishment of wages, truth-in-lending, equal credit opportunity, credit reporting, and various debtors rights.

**LES 474 Law of Evidence (2 Hrs.)**

Basic study of Illinois rules of evidence. Admissibility and discovery techniques. Provides student with practical knowledge of problems faced in preparing a case for a hearing.

**LES 475 Marital Dissolution Law (1 Hr.)**

Basic analysis of marital dissolution practice in Illinois. Focuses on divorce, custody, support, and other issues in marital dissolution practice.

**LES 476 Legal Ethics (1 Hr.)**

Overview of legal assistants and their functions in relation to authorized practice of law. Other topics include legal education and licensing requirements, ethical and unethical conduct by lawyers and nonlawyers, the Code of Professional Responsibility, and disciplinary proceedings.

**LES 477 Criminal Law and Procedure (4 Hrs.)**

Intensive examination of criminal law and criminal procedure at the state and federal level, though case law and policy studies. Includes consideration of specific criminal definitions, constitutional restrictions and requirements, questions of liability and responsibility, and the treatment of "victimless" crimes. See SJP 417.

**LES 486 Legal Aspects of Arts Administration (2 or 4 Hrs.)**

Introduction to law and its applications in arts administration. Geared to graduate-level students, experienced professionals, or community agency volunteers with little or no formal training in law. Learning strategies include case study, group work, and individual investigation. See CAM 486.

**LES 487 Public Interest Advocacy (4 Hrs.)**

Explores what public interest advocacy is and the need for it; value preferences in attempts at conceptionalization of "the public interest"; political constraints; the role of the lawyer or paralegal; institutional and community public interest organizing; and the methods and
strategies which can be employed to effectively organize and advocate in the public interest.

LES 488 Legal Reporting (4 Hrs.)
Methods and techniques of reporting on the activities of courts and other legal institutions will be studied. Students will analyze substantive issues in law. The writing of several feature-length articles on law or legal institutions will be required. These articles will be reviewed for publication through the Illinois Bar Association. See PAR 488 and COM 402.

LES 501 Legal Studies Colloquium (4 Hrs.)
Provides a common framework for graduate students in legal studies, focusing on such topics as history and philosophy of justice, law, and legal institutions.

LES 522 Helping Professions and the Law (4 Hrs.)
The helping professions and network of legal regulations and proscriptions. Study of legal responsibility, malpractice, privacy, confidentiality, torts, and licensure. Attention to recent changes in the law. See CFC 522.

LES 551 Administrative Law (4 Hrs.)
Legal foundation of administrative powers and limitations; study of delegation of administrative power, administrative discretion, legislative and executive controls, and legal restraints; types of administrative action and enforcement, administrative remedies, and judicial review of administrative action. See ADP 551.

LES 554 Clinical Education (4-8 Hrs.)
Work experience in a legal setting. Placement arranged and supervised by student's adviser or program's clinical educational instructor. "Credit/No Credit."

LES 578 Advanced Legal Research and Writing (4 Hrs.)
Students will, as a class, select and research in-depth current legal problems and issues. Increased emphasis will be placed on analytical thinking and writing skills. Students may write legal memoranda, law-related articles, and/or draft legislation. Prerequisite LES 401 or equivalent experience. See ADP 552.

SEMINARS AND INDEPENDENT STUDY

LES 480 Special Topics Seminar (2 or 4 Hrs.)
Intensive examination of selected issues of importance to the study of legal systems. Topics announced each time course is offered. May be repeated for an indefinite number of hours.

LES 500 Thesis (4-8 Hrs.)

LES 504 Graduate Seminar in Legal Studies (2 Hrs.)
Closing seminar for graduate students in lieu of problem-solving exercise. Seminar design varies with instructor. Seminar should be taken during last 16 credit hours of degree. (Spring semester)

LES 599 Tutorial in Legal Studies (4 Hrs.)
Independent study, structured readings, or research in fields of legal studies and administration of justice. Maximum of 8 hours may be earned.

Related Courses
The following courses are recommended to Legal Studies students.

ACC 424 Commercial Law (4 Hrs.)
ADE 503 School Law (4 Hrs.)
CFC 438 Children and the Law (2 Hrs.)
ENS 488 Environmental Law and the Citizen (4 Hrs.)
HSA 458 Health Law (3 Hrs.)
MSY 465 Legal Issues in Computing (4 Hrs.)
PHI 461 Law, Justice, Morality (2 Hrs.)
PHI 465 Moral Issues in the Law: Economic Justice (2 Hrs.)
PHI 467 Philosophy of Law (4 Hrs.)
POS 418 Rights in Theory and Practice (4 Hrs.)
POS 419 Profession of Law and Public Affairs (4 Hrs.)
Literature — M.A. (36-44 Hrs.)

Program Faculty — Dennis Camp, Judith Everson, Norman Hinton, Jacqueline Jackson, John Knoepfle, Michael Lennon, Richard Shereikis

Master's degree candidates in the Literature Program may develop several types of programs, selecting courses which suit their individual needs and interests. A Literature major may choose to pursue a conventional degree in English or American literature, or to develop a more personalized and less traditional course of study. The program regularly offers classes which cover specific literary periods, genres, figures, and themes; but other options are available. For example, students may wish to select courses especially helpful to classroom teachers. Students interested in careers in writing and editing may take specific writing courses offered by the Literature Program and by other University programs. Courses in expository writing, journalism, feature writing, and various kinds of creative writing (novel, poetry, short story) are offered on a regular basis, along with classes on layout and publication design. Students who focus on writing and editing may also wish to take basic courses in other programs in order to study current issues and problems in fields which generate publications of various kinds (e.g., environmental studies, political studies, and economics). Graduate students interested in teaching English at the secondary level may seek Illinois state teacher certification in English. Students may obtain information on requirements for this certificate from their adviser or the Teacher Education Program.

Entrance Requirements

Students with baccalaureate degrees in English from an accredited college or university are normally accepted into the M.A. program after an examination of their transcripts by the Literature Program graduate committee. If the graduate committee feels a need for further evidence of competency, the student may be admitted on a probationary basis, pending an interview with the committee and/or successful completion of eight hours of course work at the graduate (400-500) level in the Literature Program at Sangamon State.

Applicants with undergraduate degrees in fields other than English must take at least eight hours of program course work prior to matriculation at the graduate level in the Literature Program, unless a waiver petition is approved by the graduate committee. After completing two courses in the program, the student must gain the endorsement of the two full-time faculty members who taught these courses. Those faculty members will report to the graduate committee their estimates of the student’s potential for success in the program, and the graduate committee will then make a decision regarding the matriculation of the student into the Literature Program.

Advising

Because the Literature Program offers a wide range of courses, a program major is encouraged to select an adviser as soon as possible. The adviser, who should be chosen from among program faculty, will assist the student in the development of an appropriate course of study. If an adviser is not chosen, one will be assigned. All students should consult their advisers before enrolling for their last semester of study.

Grading Policy

Courses in which Literature students have earned a grade of “C” or below will not be accepted toward the M.A. degree in Literature.
Course Numbering
Graduate students are required to complete approximately half of their courses at the 500-level in the Literature Program. When graduate students enroll in 400-level courses, which may also be taken by undergraduates, graduates must earn a grade of "B" or better. In addition, graduate students will be asked to do extra work, such as a critical paper, oral reports, or additional reading in primary and secondary sources.

Communication Skills
Successful completion of the Graduate Colloquium (LIT 572) satisfies University communication skills requirements. In exceptional cases where the program committee waives LIT 572, students must make alternate arrangements with the committee in order to fulfill the communication skills requirement.

Program Requirements
LIT 572 4 Hrs.
LIT electives (see below) 28-36 Hrs.
(at least 12 Hrs. must be at the 500-level)
Public Affairs Colloquium 4 Hrs.
Total 36-44 Hrs.

Students should work closely with their advisers to insure that graduate course work does not duplicate undergraduate work. All M.A. candidates are required to take the Graduate Colloquium (LIT 572) and should do so as early as possible in their academic careers. The Colloquium introduces the master's candidate to graduate study in Literature, as well as to the program and its faculty, to University and community facilities, to basic literary concepts and terminology, and to opportunities in the profession. LIT 572 may be waived only by a majority vote of the program committee.

All M.A. candidates in Literature must complete at least four 500-level courses, including LIT 572. In addition, students must take: 1) at least one course which covers a major literary period in English or American literature; 2) at least one course that focuses on a major literary figure in English or American literature; and 3) at least one course that deals with a major literary type (novel, short story, poetry, drama).

As a closure requirement, students may write a traditional master's thesis. In lieu of the thesis, students may choose to write an extended paper in conjunction with a 500-level course. The subject of the paper must be agreed upon by the student, the adviser, the instructor of the course, and the program graduate committee, which will read and approve the final product. Creative writing students may substitute original work, again with the approval of the adviser, the instructor of the course, and the graduate committee.

All non-thesis students must also complete the closure examination, a three-hour examination covering an important literary work and the significant critical and bibliographical information related to that work. Each academic year, the program graduate committee selects new works as the basis for this closure examination.

Literature/Course Descriptions
LIT 400 Major Figures in English Literature to 1700 (4 Hrs.)
Study of works of major authors such as Chaucer, Shakespeare, Donne, and Milton. Students may earn credit in several sections of 400, but they must study different figures in each section.

LIT 401 The Canterbury Tales (4 Hrs.)
Study of the entire Canterbury Tales, high medieval culture, the social history of England in the period, and Chaucer's view of a just social order.

LIT 402 Medieval Literature in Translation (4 Hrs.)
Study of major types and themes of literature which form the strengths of medieval English literary culture.
LIT 404 Elizabethan-Jacobean Drama (4 Hrs.)
Survey of works of Shakespeare’s contemporaries, including plays by Marlowe, Jonson, Dekker, Webster, Ford, and others.

LIT 408 Renaissance Literature (4 Hrs.)
Survey of nondramatic literature of England in the 1500s. Works of various important continental writers are read in translation.

LIT 409 17th-Century English Literature: (4 Hrs.)
Survey of prose and poetry of England in the 1600s, including Donne, Bacon, Milton, Bunyan, and Dryden.

LIT 410 Major Figures in English Literature: 1700 to 1900 (4 Hrs.)
Study of works of major authors such as Pope, Blake, Wordsworth, and Dickens. Students may earn credit in several sections of 410, but they must study different figures in each section.

LIT 411 The English Novel from Defoe to Austen (4 Hrs.)
Examination of major works by novelists of the 18th century, including Defoe, Richardson, Fielding, Sterne, Smollett, and Austen.

LIT 412 18th-Century English Literature (4 Hrs.)
Survey of prose and poetry of England in the 1700s, including Pope, Swift, Johnson, and Goldsmith.

LIT 413 The English Romantics (4 Hrs.)
Study of major and minor figures from the English Romantic period (1789-1832), including Blake, Wordsworth, Coleridge, Byron, Shelley, and Keats.

LIT 414 Poetry and Prose of the Victorian Age (4 Hrs.)
Examination of major works by poets and prose writers of 19th-century England, including Carlyle, Tennyson, Browning, Arnold, and Mill.

LIT 415 The English Novel from Dickens to Hardy (4 Hrs.)
Examination of major works by novelists of 19th-century England, including Dickens, Thackeray, Eliot, Meredith, and Hardy.

LIT 420 Major Figures in English Literature since 1900 (4 Hrs.)
Study of works of major authors such as Conrad, Lawrence, and Joyce. Students may earn credit in several sections of 420, but they must study different figures in each section.

LIT 421 Modern British Literature (4 Hrs.)
Study of English literature from the end of the 19th century to 1950, including Shaw, Wells, Lawrence, Joyce, Auden, and Greene.

LIT 422 Contemporary British Literature (4 Hrs.)
Study of English literature from 1950 to present, including Amis, Thomas, Larkin, Wain, Beckett, and Hughes.

LIT 430 Major Figures in American Literature to 1900 (4 Hrs.)
Study of works of major authors such as Whitman, Twain, Melville, and Hawthorne. Students may earn credit in several sections of 430, but they must study different figures in each section.

LIT 431 The American Novel from Brockden Brown to Henry James (4 Hrs.)
Examination of major works by American novelists of the 19th century, including Brown, Cooper, Hawthorne, Melville, Crane, and James.

LIT 435 American Renaissance (4 Hrs.)
Survey of American literature from 1835 to about 1870, including works by Emerson, Thoreau, Hawthorne, Melville, Poe, and Whitman.

LIT 440 Major Figures in American Literature since 1900 (4 Hrs.)
Study of works of major authors such as Frost, Hemingway, Faulkner, and Mailer. Students may earn credit in several sections of 440, but they must study different figures in each section.

LIT 441 Literature Between the Wars (4 Hrs.)

LIT 442 Modern American Novel (4 Hrs.)
Survey of major post-war novelists, including Updike, Mailer, Oates, Bellow, Ellison, O’Connor, Roth, and Malamud.

LIT 443 Contemporary American Poetry (4 Hrs.)
Survey of present scene in American poetry, including works by John Logan, James Wright, Robert Lowell, Robert Creeley, Allen Ginsberg, and John Ashbery.

LIT 445 The Midwestern Novel (4 Hrs.)
Examination of selected novels which illuminate rural, town, and urban experience in the Middle West, including works by Howe, Cather, Lewis, Anderson, Farrell, and Bellow.

LIT 455 Literature and the Bible (4 Hrs.)
Study of biblical literature and its influence on English and American writers.

LIT 458 Classical Greek Theater (4 Hrs.)
Study of the historical background and important plays of the classical Greek theater, including works by Aeschylus, Sophocles,
Literature

Ursula LeGuin.

Lewis, J. R. R. Tolkien, Charles

Survey of best contemporary works of nonfiction, including narratives of Mailer, Capote, Didion, Doctorow, Haley, Hunter Thompson, and Tom Wolfe. Selected examples of the New Journalism also discussed. See PAR 407 The New Journalism and Nonfiction Novel.

LIT 483 Women and the Mystery Novel (4 Hrs.)
Survey of the most popular genre in fiction, with special emphasis on women writers, including Sayers, Christie, March, Cross, and James.

LIT 485 Classics of Children’s Literature (4 Hrs.)
Study of books children read from times when there was no “children’s literature,” up to more modern books written with children in mind. Course encompasses both literature and a social history of children and the family. See CFC 485.

LIT 500 Seminar: Major Figures in English Literature to 1700 (4 Hrs.)
Study of works of one or two major authors, including significant scholarly research. Students may earn credit in more than one section of 500 but they must study different figures in each section.

LIT 510 Seminar: Major Figures in English Literature: 1700-1900 (4 Hrs.)
Study of works of one or two major authors, including significant scholarly research. Students may earn credit in more than one section of 500 but they must study different figures in each section.

LIT 520 Seminar: Major Figures in English Literature to 1900 (4 Hrs.)
Study of works of one or two major authors, including significant scholarly research. Students may earn credit in more than one section of 520 but they must study different figures in each section.

LIT 530 Seminar: Major Figures in English Literature since 1900 (4 Hrs.)
Study of works of one or two major authors, including significant scholarly research. Students may earn credit in more than one section of 530, but they must study different figures in each section.

LIT 540 Seminar: Major Figures in American Literature since 1900 (4 Hrs.)
Study of works of one or two major authors, including significant scholarly research. Students may earn credit in more than one section of 540, but they must study different figures in each section.

LIT 572 The Graduate Colloquium (4 Hrs.)
Introduction to graduate study in literature, as well as to the program and its faculty, to University and community facilities, to basic literary concepts and terminology, and to op-
opportunities in the profession.

LIT 580 Seminar: Literary Genres  (4 Hrs.)
Examination of such genres as creative non-fiction, science fiction, film, drama, and lyric poetry, with special emphasis on significant scholarly research. Students may earn credit in more than one section of 580, but they should study a different genre in each section.

The following courses are accepted for the program major. Normally, no more than two may apply to the concentration in literature.

COM 415 Psycholinguistics
COM 483 Western Theatre History
ENS 477 Expressions of American Naturalism: From Colonial Days to Wendell Berry
HIS 404 The American Midwest: A Cultural and Historical View
LES 456 Law and Literature
Mathematical Systems —
M.A. (32 Hrs.)

Program Faculty — D. Anton Florian, Rassule Hadidi, K. G. Janardan, Gary Lasby, King Lee, John Miller, Yu-Hua Ting, Mary Kate Yntema

Adjunct Faculty — Harry Newman

Candidates for the Master of Arts degree in Mathematical Systems may concentrate either in statistics and operations research, or in computer science. Candidates may also design an individualized degree by combining elements from mathematics, statistics, operations research, and/or computer science, or by combining elements from Mathematical Systems with related course work from other University programs. Such individualized curricula must be approved by the Mathematical Systems Program Committee.

In the statistics and operations research concentration, emphasis is placed on theory and methods of proven applicability. Statistics and operations research apply mathematics to the solution of real-world problems. Both fields are widely used in business and industry as well as in private and public institutions and agencies. Students who plan to teach mathematics will find ample flexibility in the statistics and operations research concentration to meet their objectives.

The computer science concentration is oriented toward software rather than hardware and is most appropriate for candidates interested in the design of computer systems and in analyzing and implementing systems programs. Use of an outstanding variety of interactive and batch-processing computer systems is integrated into the curriculum.

Communication Skills

The University requires that all students possess communication skills appropriate to their disciplines. Mathematical Systems Program graduate students demonstrate this ability in the written portions of graduate projects or theses. The required diagnostic test taken prior to matriculation alerts the student to any weaknesses in writing skills that should be strengthened before the final project is undertaken.

Grading Policy

Master's candidates must maintain a grade average of "B" or better. A grade of "C" in an MSY course may be counterbalanced by a grade of "A" in an MSY course at the same or higher level (i.e., a "C" grade in a 500-level MSY course may be counterbalanced only by an "A" grade in an MSY 500-level course). In keeping with University policy, graduate students enrolled in 400-level courses as part of their degree requirements should expect to have additional demands placed upon their performance.
Special Facilities

An outstanding variety of interactive and batch-processing computing systems — including an IBM 4341, a CDC Cyber 172 Model 730, and HP-3000, many Apple II micro-computers and a PDP-11 based graphics system — is integrated into the program's curriculum. Students are able to acquire hands-on experience with UCSD Pascal, CDC Cyber NOS, and RT-11 operating systems.

Statistics and Operations Research Concentration

Matriculation Requirements

1. Selection or assignment of a Mathematical Systems faculty adviser.
2. Completion of Communication Skills Diagnostic Test.
3. Undergraduate preparation. Candidates lacking proper undergraduate background may make up their deficiencies by taking the appropriate courses listed in parentheses. Background courses for matriculation may not be counted towards the degree requirements.
   a. Mathematics: Advanced Calculus (MSY 415) and Linear Algebra (MSY 311).
   b. Statistics: a calculus-based statistics course (MSY 323 or MSY 425).
   c. Computer Programming: ability to program in Pascal, PL/1, or FORTRAN, including use of subroutines or procedures and two-dimensional arrays. (MSY 451)
   d. An additional 12 semester hours of upper division work in mathematics, statistics, or operations research.
4. Grades of "B" or better in eight hours of MSY course work toward the degree requirements.

Degree Requirements

1. Mathematical Systems Courses (MSY) 28 Hrs.
   These 28 hours must include the following:
a. At least 16 hours at the 500-level, including four hours of MSY 549 Graduate Project, or eight hours of MSY 599, Thesis.
b. At least eight hours of statistics other than MSY 549 and MSY 599, including MSY 425 Principles of Mathematical Statistics, if it has not been completed previously. Any of these hours which are at the 500-level may also be counted as part of the required 500-level work.
c. At least eight hours of operations research other than MSY 549 and MSY 599, including MSY 441 Operations Research Methods, if it has not been taken previously. Any of these hours which are at the 500-level may also be counted as part of the required 500-level work.
2. Public Affairs Colloquia 4 Hrs.
   Total 32 Hrs.

Computer Science Concentration

Matriculation Requirements

1. Selection or assignment of a Mathematical Systems faculty adviser.
2. Completion of Communications Skills Diagnostic Test.
3. Undergraduate preparation. Candidates lacking proper undergraduate background may make up their deficiencies by taking the appropriate courses listed in parentheses. Background courses for matriculation may not be counted towards the degree requirements.
   a. Calculus: Two semesters of calculus. The student who has not had calculus may satisfy this requirement by passing a calculus test administered by the Mathematical Systems Program or by completing MSY 301.
   b. Linear Algebra: (MSY 311).
   d. Computer Science: Ability to program in a higher order language other than COBOL (MSY 451 and MSY 452), computer organization (MSY 453), and information structures (MSY 454). (Pascal
is the common language used by the program. Students are strongly advised to know Pascal for their graduate courses.

e. An additional eight semester hours of upper division work in computer science.

4. Grades of “B” or better in eight hours of MSY course work towards the degree requirements.

Degree Requirements

1. Computer Science 20 Hrs.

These 20 hours must include the following:

a. MSY 455 Structure of Programming

b. At least 16 hours at the 500-level, including four hours of MSY 569 Graduate Project, or eight hours of MSY 599 Thesis.

2. Technical Electives 8 Hrs.

These eight hours may include MSY courses or other computer-related courses approved by the Mathematical Systems Program Committee.

3. Public Affairs Colloquia 4 Hrs.

Total 32 Hrs.

Mathematical Systems/Course Descriptions

Courses with prefix MSY are designed for majors. Those with prefix MSU are service courses for majors from other fields and, in general, do not require a special background in mathematical systems.

MATHEMATICS

MSY 400 Topics in Mathematics (1-4 Hrs.)

Various topics, description changes depending on topics offered. Subjects may be chosen from such general areas of mathematics as geometry, analysis, algebra, logic and topology. May be repeated for an indefinite number of hours.

MSY 413 Modern Algebra (4 Hrs.)

Study of algebra with special emphasis on vector spaces, including linear dependence, bases, linear transformations, and change of bases. Theory of groups, rings, and fields, including subgroups, ideals, quotient algebras, homomorphisms and isomorphisms. Prerequisite: MSY 311 or equivalent.

MSY 415 Advanced Calculus (4 Hrs.)

Introduction to basic theory of analysis, including rigorous treatment of sequences, series, functions of one or two variables, continuity, differentiation, and Riemann integration. Prerequisite: differential and integral calculus and convergence of infinite series.

MSY 417 Numerical Analysis (4 Hrs.)

Introduction to fundamental numerical algorithms; elementary error analysis; polynomial interpolation; solutions of linear systems of equations; eigenvalue problems; matrix inverse. Prerequisite: calculus or MSY 301, MSY 311, and MSY 451 or MSU 414, or equivalent.

MSY 510 Advanced Topics in Mathematics (1-4 Hrs.)

Topics will be announced. May be repeated for additional credit.

STATISTICS

MSY 420 Topics in Statistics and Probability (1-4 Hrs.)

Various topics; description changes depending on topics offered. Subjects may be chosen from such general areas as contingency table analysis, variance components, bioassay, queueing theory, design of experiments. May be repeated for an indefinite number of hours. Prerequisite: MSY 323 or equivalent.

MSY 424 Regression and Analysis of Variance (4 Hrs.)

An introduction to applied statistics. Topics include: simple and multiple linear regression, concepts in the design of experiments, analysis of variance for fixed and random effects models, analysis of covariance. Prerequisite: MSY 323 or consent of instructor.

MSY 425 Principles of Mathematical Statistics (4 Hrs.)

An introduction to the theory of statistics with calculus used extensively. Topics include: probability distributions and their properties, the derivation of sampling distributions, classes of point estimates, interval estimation, theory of testing hypotheses. Prerequisite: MSY 323.

MSY 436 Applied Multivariate Analysis (4 Hrs.)

Introduction to multivariate statistical methods. Topics include: tests on means and variances, multivariate analysis of variance, cluster analysis, principal components, discriminant and factor analysis. Prerequisite or corequisite: MSY 424 or equivalent.

MSY 437 Applied Regression Analysis (4 Hrs.)

Topics in multiple linear regression, includ-
Mathematical Systems

MSY 438 Survey Sampling (4 Hrs.)
Basic course in principles of sampling for assessment of data in business, social sciences or natural resource management. Sampling problem, selection of samples, designing questionnaires, estimation of means and variances, simple and stratified random sampling, systematic sampling, and cluster sampling. Prerequisite: MSY 424.

MSY 439 Nonparametric Statistics (4 Hrs.)
Statistical methods that do not depend upon particular form of the density function of the underlying distribution. Includes selected distribution-free tests and estimation techniques including sign test, Kolmogorov-Smirnov, Wilcoxon signed rank, Mann-Whitney tests, Chi-square and rank correlation tests. Prerequisite: MSY 323 or equivalent.

MSY 442 Stochastic Processes (4 Hrs.)
(See course description among Operations Research courses.)

MSY 447 Systems Simulation (4 Hrs.)
(See course description among Operations Research courses.)

MSY 520 Advanced Topics in Statistics (4 Hrs.)
The following courses are offered according to student demand: Mathematical Statistics I. Includes probability distributions, exact and limiting distributions, principles and methods of estimation, order statistics. Prerequisite: MSY 425. Mathematical Statistics II. Continuation of Mathematical Statistics I. Point estimation of one parameter, sufficiency and completeness, maximum likelihood estimation, hypotheses testing, Neyman-Pearson Lemma and uniformly most powerful tests. Stochastic Processes. Study of characteristics, development and application of complex models with special emphasis to group arrivals, batch service, and priority discipline in queueing theory. Multivariate Analysis. Properties of the multivariate normal and tests on the mean and covariance matrix, other topics. Prerequisite: matrix algebra.

MSY 527 Discrete Data Analysis (4 Hrs.)
Use of classical Chi-square tests and modern techniques such as loglinear models for analyzing categorical and other discrete data.

MSY 534 Statistical Distributions in Scientific Work (4 Hrs.)
Probability distributions arising in scientific investigations. Univariate and multivariate distributions and their properties. Prerequisite: MSY 425 or equivalent.

MSY 538 Sampling Theory (4 Hrs.)
Derivation of standard results of finite population sampling theory. Includes simple and stratified random sampling, systematic sampling, multistage sampling, regression, and ratio estimation. Effect of costs on sample allocation. Prerequisite: MSY 425 or equivalent.

MSY 545 Linear Statistical Models (4 Hrs.)
Quadratic forms, linear hypothesis models, hypothesis tests, regression, analysis of variance and covariance, fixed and random effects models, multiple comparisons, designs. Prerequisite: MSY 425 or equivalent.

MSY 542 Advanced Stochastic Processes (4 Hrs.)
(See course description among Operations Research courses.)

MSY 549 Graduate Project (4 Hrs.)
Final exercise, bringing all previous study to bear on one advanced problem in statistics or operations research, for the Master of Arts candidate who does not write a thesis. The problem must be approved in advance by the student's graduation committee. A written report and an oral presentation are required. This course may be repeated for credit, but only four hours may be applied towards degree requirements. Prerequisite: consent of project adviser.

MSY 599 Thesis (4-8 Hrs.)
A complete study of a specific topic in Mathematical Systems utilizing accepted research methods and procedures. The topic of study must be approved in advance by the student's graduation committee. Work culminates in a formal written thesis defended to the program faculty and accepted by the student's graduation committee. Prerequisite: consent of the thesis adviser.

OPERATIONS RESEARCH

MSY 440 Topics in Operations Research (1-4 Hrs.)
Various topics: description changes depending upon topics offered. Subjects may be chosen from such general areas as forecasting and time series analysis, queuing theory, inventory models, game theory, nonlinear programming, integer programming, network analysis, dynamic programming. May be repeated for an indefinite number of hours.

MSY 441 Operations Research Methods (4 Hrs.)
Introduction to quantitative methods necessary for analysis, modeling and decision-making. Topics include decision theory, linear programming, network analysis, sequenc-
ing and scheduling, inventory systems, and queuing problems. Prerequisite: MSY 311 or consent of instructor.

**MSY 442 Stochastic Processes** (2-4 Hrs.)
Analysis of probabilistic systems which are dynamic in time, with aid of the theory of probability and stochastic processes. Includes Markov processes; recurrent events, queuing; general random processes and their applications to analysis of various systems in business, economics, ecology and science. Prerequisite: MSY 323 or equivalent.

**MSY 444 Inventory Control Systems** (4 Hrs.)
Study of deterministic, probabilistic, static, and dynamic models of inventory control. Selection of optimal inventory control systems. Prerequisite: knowledge of introductory statistics or MSY 323.

**MSY 445 Linear Programming** (2-4 Hrs.)
Theory underlying linear programming methods. Includes simplex procedures, duality, sensitivity analysis, and integer programming. Prerequisite: MSY 311.

**MSY 447 Systems Simulation** (4 Hrs.)
Construction of simulation models. Methods of generation of stochastic variates. Use of special purpose simulation language. Prerequisite: MSY 323 or MSY 441 or consent of instructor.

**MSY 540 Advanced Topics in Operations Research** (1-4 Hrs.)
Advanced topics from literature of operations research. May be repeated for indefinite number of credit hours, but particular topics must differ.

**MSY 542 Advanced Stochastic Processes** (4 Hrs.)
Study of characteristics, development and application of complex models with special emphasis on group arrivals, batch service, and priority discipline in queuing theory. Prerequisite: MSY 442.

**MSY 545 Advanced Linear Programming** (4 Hrs.)
Theory behind the simplex method, duality, revised simplex, primal-dual methods, transportation problem and introduction to integer linear programming. Prerequisite: MSY 445.

**MSY 549 Graduate Project** (4 Hrs.)
Final exercise, bringing all previous study to bear on one advanced problem in statistics or operations research, for the Master of Arts candidate who does not write a thesis. The problem must be approved in advance by the student's graduation committee. A written report and an oral presentation are required. This course may be repeated for credit, but only four hours may be applied towards degree requirements. Prerequisite: consent of project adviser.

**MSY 599 Thesis** (4-8 Hrs.)
A complete study of a specific topic in Mathematical Systems utilizing accepted research methods and procedures. The topic of study must be approved in advance by the student's graduation committee. Work culminates in a formal written thesis defended to the program faculty and accepted by the student's graduation committee. This course may be repeated for credit, but only eight hours may be applied towards degree requirements. Prerequisite: consent of thesis adviser.

**COMPUTER SCIENCE**

**MSY 417 Numerical Analysis** (4 Hrs.)
(See course description among Mathematics courses.)

**MSY 447 Systems Simulation** (4 Hrs.)
(See course description among Operations Research courses.)

**MSY 451 Computer Fundamentals and Programming I** (2 Hrs.)
Introduction to programming in a higher-level language such as Pascal. Emphasizes structured programming techniques. Students with significant programming experience in a higher order language such as PL/1 or FORTRAN may petition to substitute another MSY course as part of graduation requirements in lieu of MSY 451 and MSY 452. Students may not take both MSY 451 and MSU 414 for credit. Note: A substantial amount of time working in the computer lab is required for successful completion.

**MSY 452 Computer Fundamentals and Programming II** (2 Hrs.)
Continuation of MSY 451. Students may not take both MSY 452 and MSU 415 for credit. Note: A substantial amount of time working in the computer lab is required for successful completion.

**MSY 453 Computer Organization** (4 Hrs.)
Internal computer organization, general computer addressing methods, general internal data representation. Assembly language programming with macro-facilities, subprogram structure and linkage, general data management, basic systems programs. Students with significant experience in assembly language programming may petition to substitute another MSY course as part of graduation requirements in lieu of MSY 453.

**MSY 454 Information Structures I** (4 Hrs.)
Basic data organization, list structures, strings, arrays, tree structures, computer storage management, memory allocation and collection, sorting, table construction and searching,
programming language data structures. Prerequisite: MSY 451 and MSY 452 or equivalent.

**MSY 455 Structure of Programming Languages** (4 Hrs.)
Comparative anatomy of programming languages, data structures, control structures, run-time implementation and environment, and their relation to design criteria. Language acquisition techniques. Use of APL, BASIC and SNOBOL, among others. Prerequisite: MSY 454.

**MSY 458 Information Structures II** (4 Hrs.)
Continuation of MSY 454. Topics include random and sequential file structures, external searching and external sorting. Prerequisite: MSY 454.

**MSY 459 Data Base Management** (4 Hrs.)
Presentation and appraisal of the technology and practice of Data Base Management Systems. Prerequisite: MSY 458.

**MSY 460 Topics in Computer Science** (1-4 Hrs.)
Various topics; description changes depending on topics offered. May be repeated for an indefinite number of hours.

**MSY 461 Operating Systems Principles** (4 Hrs.)
Batch multiprogramming, real-time, and time-sharing concepts; job and task management; linkage editors; resource allocation. Prerequisite: MSY 453, MSY 454 or equivalent.

**MSY 463 Structured Analysis and Programming** (4 Hrs.)
Examination of systematic methods of designing and programming large projects. Topics include data flow analysis, software project management, modular programming, testing, documentation. Prerequisite: MSY 454.

**MSY 465 Legal Issues in Computing** (4 Hrs.)
Topics include contracting for computer services, liability for programming errors; taxation of computer systems, protection of proprietary software, privacy and data banks, electronic funds transfer systems, information utilities, and government regulation of the computer industry.

**MSY 553 Structured Programming** (4 Hrs.)
Systematic examination of literature on structured programming concepts. Other topics include modular programming, software project management documentation, and confirmation of program correctness. Languages designed to encourage structured programming, such as Pascal, are utilized. Prerequisite: MSY 453, MSY 454, MSY 455.

**MSY 555 Computer Graphics** (4 Hrs.)
Operation of graphic-devices, picture models and data structures, display software. Prerequisite: MSY 454 or equivalent.

**MSY 557 Data Communications** (4 Hrs.)
General communication concepts, transmission control hardware, telecommunication software, network design and control. Prerequisite: MSY 461 or equivalent.

**MSY 559 Compiler Construction** (4 Hrs.)
Syntax analysis, symbol table construction, object code generation, optimization techniques, boot-strapping, compiler-compilers. Prerequisite: MSY 454, MSY 455 or equivalent.

**MSY 560 Advanced Topics in Computer Science** (4 Hrs.)
Topics vary. May be repeated for an indefinite number of hours.

**MSY 565 Performance Evaluation Seminar** (4 Hrs.)
Tools and techniques for performance evaluation of computer systems. Integrated hardware/software systems, user programs, and systems programs considered. Prerequisite: functional knowledge of operating system principles and computer architecture. Prerequisite: MSY 454 and MSY 461.

**MSY 569 Graduate Project** (4 Hrs.)
Final exercise, bringing all previous study to bear on one advanced problem in computer science, for the Master of Arts candidate who does not write a thesis. The problem must be approved in advance by the student's graduation committee. A written report and an oral presentation are required. This course may be repeated for credit but only four hours may be applied towards degree requirements. Prerequisite: consent of project adviser.

**MSY 599 Thesis** (4-8 Hrs.)
A complete study of a specific topic in Mathematical Systems utilizing accepted research methods and procedures. The topic of study must be approved in advance by the student's graduation committee. Work culminates in a formal written thesis defended to and accepted by the program faculty and the student's graduation committee. This course may be repeated for credit, but only eight hours may be applied towards degree requirements. Prerequisite: consent of thesis adviser.

**SERVICE COURSES FOR NON-MAJORS**

Mathematical Systems and Computer Science students may not count MSU courses as credit towards graduation without explicit prior approval from the Mathematical Systems Program Committee.

**MSU 401 Applied Statistics** (4 Hrs.)
Basic statistics course for non-mathematics majors. Topics include descriptive statistics,
elementary probability, the binomial and normal probability distributions, testing of hypotheses, estimation, simple linear regression and correlation. Adequate background in high school algebra required. Students may not take more than one of MSU 305 or MSU 401 for degree credit.

MSU 402 Applied Statistics II (4 Hrs.)
Multiple linear regression, analysis of enumerative data, analysis of variance, multiple comparisons, design of experiments, analysis of covariance, certain nonparametric tests. Prerequisite: MSU 401 or equivalent.

MSU 406 Sampling for Accounting and Auditing (4 Hrs.)
This is a course in sampling techniques for accounting and auditing students. Topics may include sampling principles, sampling plans, attribute and variable sampling, selection techniques, random sampling, systematic and stratified sampling, sample size determination and estimation procedures, simple extension, difference, ratio and regression methods. Prerequisite: MSU 401 or equivalent.

MSU 407 Quantitative Analysis (2 Hrs.)
Statistical and quantitative methods from the perspective of administrative decision-making. The logical basis of modern quantitative techniques and their application to health services administration problems.

MSU 408 Health Research Analysis (2 Hrs.)
Quantitative techniques as applied to the health field. Includes regression and correlation, analysis of variance, and introduction to operations research. Prerequisite: MSU 407 or equivalent.

MSU 409 Techniques of Analysis (2 Hrs.)
For non-mathematics majors. Techniques of differentiation and integration. Self-study modules on slides and tape in the Learning Center.

MSU 414 Introduction to Computer Programming I (2 Hrs.)
Introduction to computer programming for non-mathematics majors. Interactive use of BASIC, an easily learned language, is emphasized. Students may not take both MSU 414 and MSY 451 for credit. Note: A substantial amount of time working in the computer lab is required for successful completion.

MSU 415 Introduction to Computer Programming II (2 Hrs.)
Continuation of MSU 414. Further techniques of programming and problem-solving. Students may not take both MSU 415 and MSY 452 for credit. Note: A substantial amount of time working in the computer lab is required for successful completion.

MSU 422 Computer Fundamentals for Administration (2 Hrs.)
Fundamentals of data processing and computer systems. Use of BASIC programming language in business problem-solving. Applications of time-sharing.
Political Studies — M.A. (44 Hrs.)

Program Faculty — Craig A. Brown, Stephen Daniels, Race Davies, David Everson, Lawrence C. Golden, Kent Redfield, Doh C. Shinn, Darryl C. Thomas, Robert C. Spencer, Jack Van Der Slik

The Master’s Degree

The graduate program leading to the Master of Arts in Political Studies offers advanced general instruction in political science. Within a balanced political science curriculum the program emphasizes state politics, with a particular focus on Illinois. Courses are offered in five areas: political institutions, policy and behavior; politics and the legal order; political thought; empirical analysis; and comparative and international politics. The curriculum strikes a balance between structure and flexibility. This ensures that each student gains a basic understanding of the language, theories, and techniques of political science, and furthers his/her critical abilities and writing skills while having flexibility in choosing substantive interests. The M.A. curriculum in Political Studies provides preparation for further training in political science, law or other public professions; for junior college teaching; and for a wide range of careers in both the public and private sectors. It is also appropriate for those simply interested in gaining a better understanding of the political process and its philosophical and legal bases.

Sangamon State is a special place for the study of politics. Its location in the state capital provides a laboratory for the study of politics. SSU is the public affairs University for the state, and the Political Studies faculty are actively engaged in the University’s public affairs activities. Six of the program faculty hold joint appointments in the University’s public affairs centers. Additionally, the Public Affairs Colloquia offered each semester provide the student with the opportunity to explore many public issues of the day. SSU’s location in the state capital provides a number of unusual opportunities for the student through internships and other experiential activities. It also ensures that political science at SSU is a challenging combination of the theoretical and the practical. Finally, the quality of a program is marked by the achievements and experiences of its faculty. The Political Studies faculty are professionally active, many maintaining active research and public affairs programs. They are widely published and have been successful in winning competitive grants. They also bring a wealth of practical experience working with and in state and local government, including elective office. The small, intimate atmosphere of SSU allows students to work closely with faculty and take advantage of their professional and practical experiences.

Program Admission

The program has no specific entrance requirements beyond admission to graduate study at the University. A student will be formally considered a candidate for the degree after completing The Graduate Study of Politics (POS 501) with a grade of “B” or better. This course is offered every fall.

Program Requirements

The M.A. in Political Studies is a 44-hour program. There is a 24-hour core of 500-level courses: POS 501; two graduate seminars; either POS 510 Governmental Internship, or POS 509 Graduate Project; POS 551 Empirical Analysis; and POS 590 Thesis. The remaining 20 hours are divided between the four-hour University PAC requirement and 16 hours of electives. At least eight of these 16 hours must be in Political Studies.
The Core
POS 501 The Graduate Study of Politics 4 Hrs.
Two of the following:
POS 511 Seminar in Institutions, Policy and Behavior
POS 512 Seminar in State/Local Politics and Policy
POS 513 Seminar in Politics and the Legal Order
POS 514 Seminar in Political Thought
POS 515 Seminar in Comparative and International Politics 8 Hrs.
POS 551 Empirical Analysis 4 Hrs.
POS 509 Graduate Project OR
POS 510 Governmental Internship 4 Hrs.
POS 590 Thesis 4 Hrs.
Other Requirements
Public Affairs Colloquia 4 Hrs.
Electives (at least eight hours of which must be in POS courses) 16 Hrs.
Total 44 Hrs.

POS 501 and POS 551 introduce the student to the language, theories, and techniques of political science. The two seminars expose the student to the literature in at least two fields, at a level more sophisticated than that of undergraduate courses. POS 509 and POS 510 help to further the student's critical abilities through either a supervised practical experience or the completion of an independent project devised by the student. POS 509 is taken on a tutorial basis, the student working under the supervision of a faculty member. The exact nature and substance of the project are decided upon by the student and supervising faculty member. This project would normally be the basis for the thesis. For students taking POS 510, an analysis of the internship would provide the basis for the thesis. (Students may take both POS 509 and POS 510.)

Advising
Beginning graduate students will be initially assigned to the convener for one semester if they have not chosen an adviser. At the end of the first semester, the student will choose an adviser or will have one assigned. Students should choose an adviser carefully since it is likely they will work under the supervision of that adviser in POS 509 and POS 590.

Grading
A maximum of eight hours of "C" or "CR" is applicable toward the degree so long as each hour of "C" or "CR" is balanced by an hour of "A." Exempted from this are POS 501, POS 509, and POS 510. Under no circumstance can a grade of "C" or "CR" in these three courses be counted toward the degree. A student must have a "B" average to graduate.

Political Studies/Course Descriptions
Area I — Political Institutions, Policy and Behavior
POS 401 Political Communication (4 Hrs.)
Examination of the several roles human speech plays in politics. Political advocacy from rhetoricians of classical antiquity to the 5:30 p.m. news and packaged candidates of today.
POS 402 Legislative Politics (4 Hrs.)
Analysis of legislative decision-making in the state legislature and United States Congress. The law-making process as a system involving interplay of competing personalities, interests, and actors. Special attention to the Illinois experience.
POS 403 Comparative State Politics (4 Hrs.)
Analysis of environments affecting public policy. Focus on principal state decision-makers and process of policy formation.
POS 404 State Executive Behavior and Politics (4 Hrs.)
Comparative analysis of state executive branches, focusing on policy formation with emphasis on Illinois.
POS 405 Illinois Government and Politics (4 Hrs.)
Examination of the policy-making process as
it operates in Illinois. Major topics include constitutional structure, role of parties and interest groups, initiation of public policy, legislative process, role of the governor, politics of the budgetary process, implementation of public policy. See PAR 405.

POS 406 The American Presidency (4 Hrs.) Examination of nature and scope of the American Presidency — both historically and analytically. Topical attention is given to the view of the framers of the Constitution and to problems of Presidential management, leadership, and prerogative.

POS 407 Urban Politics (4 Hrs.) Exploration of structure, function, and politics of governmental entities in urban areas with policy focus on issues and alternative methods of analysis. Attention given to small and large urban areas.

POS 408 Political Participation (4 Hrs.) Study of different ways in which citizens influence government, significant theories of political participation, various conditions and forces which encourage and discourage participation, and deprived groups and participation.

POS 409 Parties and Pressure Groups (4 Hrs.) Examination of the role and function of political parties and interest groups in linking the public to political institutions in contemporary American politics.

POS 411 Human Nature in Politics (4 Hrs.) Examines reciprocal influences of the human conditions and public affairs. Topics may include politics and personality, family and the state, child-rearing and schooling in political socialization, individual adaptation to political roles.

POS 412 Public Opinion and Electoral Behavior (4 Hrs.) Methods and substantive findings of empirical research on American public opinion and voting behavior. Implications for democratic theory.

POS 416 The American Constitution and Constitutional Law (4 Hrs.) Exploration of the place of the Constitution and Supreme Court in the American polity, using both empirical and case materials. Focus on structure and powers of national government, special emphasis on the Supreme Court as a policy-making institution.

POS 417 Judicial Process (4 Hrs.) Survey of social science literature on the judicial process in the United States, emphasis on Illinois. Major topics include: legal culture, court structure, litigation, legal profession, trial courts, appellate courts, impact and compliance and criticisms of the process. See LES 411 and SJP 411.

POS 418 Rights in Theory and Practice (4 Hrs.) Relationships between civil liberties and economic and political systems. Definition of rights and civil liberties problems; role of judiciary, legislature, bureaucracy.

POS 419 Profession of Law and Public Affairs (4 Hrs.) Public meaning of legal careers in modern society. Featured in the study of various kinds of law practice, are tensions among claims of social status, technical expertise, personal conscience, and civil obligation.

POS 421 Law and Social Order (4 Hrs.) Focus on law as a social control mechanism. Explores the conflict of individual freedom and social responsibility; changing nature of the law as a reflection of social changes; concepts such as social welfare state, policy power, social engineering, and individual's relationship to government. See LES 404 and SOA 425.

Area III — Political Thought

POS 425 Democracy, Pluralism, Elitism (4 Hrs.) Examination of the variants of three theoretical perspectives on the distribution of power in society: democracy, pluralism, and elitism. Both normative (what ought to be) and empirical (what is) theoretical perspectives examined. Major focus is American society, but some comparative materials are included.

POS 426 Marxism, Leninism, Maoism (4 Hrs.) Investigation into the nature and meaning of Marxism as a theory of political development and modernization. Critical study of classic Marxist texts is followed by examination of such divergent 20th-century interpretations and applications as those of Lenin and Mao.

POS 427 Dignity and the Wasteland (4 Hrs.) Study of important political thinkers, in order to clarify how environmental ethics bear on
civic action. Is the good environmentalist a good citizen? Conducted as a seminar. See ENS 479.

POS 428 Public Interest in Political Thought (4 Hrs.)
Exploration of traditions of political thought through contemporary authors and classic texts. Politics abounds with interests — private, special, vested, and otherwise — but it is hard to identify the public interest.

POS 431 Classical Political Thought (4 Hrs.)
Examination of major theoretical treatments of injustice and justice in Western political tradition. Emphasis on Plato and Aristotle. Includes origins of political science and political philosophy and consideration of the historical context in which that occurs.

POS 432 Modern Political Thought (4 Hrs.)
Examination of major theoretical treatments of injustice and justice in Western political tradition. Emphasis on political tradition from Machiavelli to Marx with particular concern for development of American constitutionalism and Marxism.

POS 434 American Political Thought I (4 Hrs.)
Study of British and American thought which provided the basis of American idealism found in Declaration of Independence. Readings from 17th and 18th centuries and modern interpretations of that literature.

POS 435 American Political Thought II (4 Hrs.)
Study of American political thought in 19th and 20th centuries which mirrored transformation of America from an agrarian confederacy to an industrialized world power.

POS 436 Religion and Politics (4 Hrs.)
Inquiry into religious elements of political thought, primarily in Judeo-Christian tradition. Use of source documents of antiquity, reformation era, modern period. Some attention given to Islamic belief. Guest lectures.

Area IV — Empirical Analysis
POS 451 Empirical Analysis for Political Science (4 Hrs.)
Overview of methods political scientists employ to collect and analyze current data. Practical experience in the conduct of research and some of the available data processing equipment. Not open to graduate students.

POS 452 Social Indicators: Applied Research (4 Hrs.)
Social indicators are considered as an important tool in policy analysis. Review of subjective and objective indicators which apply to identification of public problems, measurement of performance, evaluation of policy outcomes, and impact and allocation of resources.

POS 453 The Policy Sciences: Perspectives from Cross-National Research (4 Hrs.)
Formation, implementation and evaluation of public policy. Research examples chosen from American and non-American settings. Major purpose is to develop a systematic, comprehensive framework for analysis of public policy questions.

Area V — Comparative and International Politics
POS 471 Comparative Politics (4 Hrs.)
Analysis and comparison of politics in developing and developed nations.

POS 472 Chinese Politics (4 Hrs.)
Study of Mao's political thought and its impact on China's social, economic, and political development.

POS 473 World Politics (4 Hrs.)
Analysis of topics in international relations — e.g., North-South and East-West relations, international economy, war and peace, and international organization.

POS 475 International Organization and Integration (4 Hrs.)
Examination of international organizations, particularly in the United Nations.

POS 476 Model United Nations (4 Hrs.)
Examines the role of the United Nations in the global political system, and focuses on major issues facing the United Nations. Analyzes issues from the perspectives of the first, second and third world. When possible, students from SSU enrolled in this course will participate in the Midwest Model United Nations, the National Model United Nations or other model regional organization, i.e., Organization of American States and Organization of African Unity.

POS 477 Comparative Black Political Thought (4 Hrs.)
Focus on the study of political ideas in Africa, black America and, to a lesser extent, the rest of the black world. This course has been designed to focus on six systems of black thought ranging from traditionalism, liberalism, nationalism, socialism, Pan-Africanism to Mantaism (Humanism). Students will be expected to develop a comparative approach to analyzing black thought and leave the course with skills of critical thinking and analysis.

Additional Topics
POS 480 Topics in Political Studies (4 Hrs.)
Issues arising from current and important political phenomena. May be taken for unlimited number of credit hours, but particular topic must differ.
POS 501 The Graduate Study of Politics (4 Hrs.)
Introduction to graduate study of politics, with emphasis on major subjects, perspectives on the study of politics, and current controversies.

POS 503-504 Academic Seminar: Illinois Legislative Staff Internship (2-6 Hrs.)
Examination and discussion of literature on legislative process and behavior, theories of representation, legislative staffing, and Illinois government and politics. Each intern is required to prepare a major original research paper. Restricted to students selected as Illinois Legislative interns. Maximum credit is eight hours.

POS 505-506 Academic Seminar: Illinois Private Sector Legislative Internship (2-6 Hrs.)
Examination and discussion of literature on legislative process and behavior, theories of representation, role of the private sector in the legislative process, and Illinois government politics. Each intern is required to prepare a major original research paper. Restricted to students selected for the Illinois Private Sector Legislative Internship Program. Maximum credit is eight hours.

POS 509 Graduate Project (4 Hrs.)
In-depth, individualized investigation of some topic related to political science. Taken on a tutorial basis, the exact substance and nature of the project to be determined by the student and supervising faculty member. Prerequisites: POS 501, POS 551, and one graduate seminar.

POS 510 Governmental Internship (4 Hrs.)
Examination of political processes and behavior with specific application to Illinois state or local government and politics. Restricted to students serving internships related to Illinois state or local government. May be repeated once, for a total of eight hours. Prerequisites: POS 501, POS 551, and one graduate seminar.

POS 511 Seminar in Political Institutions, Policy and Behavior (4 Hrs.)
An examination of the dominant themes and literature in the field. Exact substance will vary depending upon the instructor.

POS 512 Seminar in State/Local Politics and Policy (4 Hrs.)
An examination of the dominant themes and literature in the field. Exact substance will vary depending upon the instructor.

POS 513 Seminar in Politics and the Legal Order (4 Hrs.)
An examination of the dominant themes and literature in the field. Exact substance will vary depending upon the instructor.

POS 514 Seminar in Political Thought (4 Hrs.)
An examination of the dominant themes and literature in the field. Exact substance will vary depending upon the instructor.

POS 515 Seminar in Comparative and International Politics (4 Hrs.)
An examination of the dominant themes and literature in the field. Exact substance will vary depending upon the instructor.

POS 551 Empirical Analysis for Political Science (4 Hrs.)
Overview of methods political scientists employ to collect and analyze current data. Practical experiences in the conduct of research and some of the available data processing equipment. Open only to graduate students.

POS 580 Special Topics (4 Hrs.)
Intensive study of particular research or theoretical problem in political studies. Students are expected to develop a research topic and pursue it to a conclusion.

POS 590 Thesis (1-4 Hrs)
(Prerequisites: POS 501, POS 551, two seminars and either POS 509 or POS 510) Development and completion of a Master's Thesis in Political Studies.

POS 599 Graduate Tutorial (1-4 Hrs.)
Psychology — M.A. (40-56 Hrs.)

Program Faculty — Joel Adkins, Jerry A. Colliver, Karen Fuchs-Beauchamp, Melvin Hall, Ronald A. Havens, Jonathan L. Hess, John G. Miller, A. Daniel Whitley

The graduate program in Psychology offers two M.A. degrees: one in general psychology, and a second in clinical psychology. The degree in general psychology provides a broad academic background and allows students to design a program of study tailored to their needs and interests by concentrating courses in an area of special interest, such as developmental psychology, biopsychology, or research methodology. The general psychology M.A. is appropriate as a terminal degree or as preparation for advanced graduate work.

The clinical M.A. is designed as a professional, terminal M.A. degree, but also is suitable as preparation for a Ph.D. program in clinical psychology. The clinical M.A. degree, in addition to general theoretical knowledge, emphasizes the development of applied skills in psychological assessment, and in individual and group psychotherapy.

General Program

Admission

PSY 302 Quantitative Methods, or its equivalent, plus at least three undergraduate courses in psychology, must be completed prior to entering the general master’s degree program in psychology. Provisional entrance, contingent upon completing these requirements, is possible.

Advising

Advisers must be selected from Psychology Program faculty, and students are expected to consult their advisers prior to registration.

Grading Policy

An acceptable grade for graduate students is normally an “A” or “B.” A maximum of eight hours of “C” may be counterbalanced by an equal number of hours of “A.”

General Program Requirements

<table>
<thead>
<tr>
<th>Total Psychology Hours</th>
<th>28 Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 488 Theories and Issues in Psychology (waived if completed as SSU undergraduate)</td>
<td>4 Hrs.</td>
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<tr>
<td>POS 501 Advanced Quantitative Methods: Hypothesis Testing</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td>Adviser-approved graduate psychology hours (eight hours must be at 500-level)</td>
<td>16 Hrs.</td>
</tr>
<tr>
<td>PSY 589 M.A. Project Design</td>
<td>2 Hrs.</td>
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<tr>
<td>(to be completed in semester prior to PSY 599; may be taken concurrently with PSY 599 with special permission)</td>
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<tr>
<td>PSY 599 M.A. Project</td>
<td>2 Hrs.</td>
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<tr>
<td>(to be completed in semester prior to graduation)</td>
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<tr>
<td>Electives</td>
<td>8 Hrs.</td>
</tr>
<tr>
<td>Public Affairs Colloquia</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td>Total</td>
<td>40 Hrs.</td>
</tr>
</tbody>
</table>

Waivers

Any admission or degree requirement may be waived by petition to the Psychology Program on condition that the student demonstrates acceptable competence in the area. Such petition should be made prior to admission to the program.

Clinical Concentration

The clinical psychology concentration at Sangamon State University consists of a unique and innovative blend of courses from the Human Development Counseling Program and from the Psychology Program. Students are required to complete a group of cross-listed core courses from the Human Development Counseling Program which provide a general background in relevant theories, issues, and skills. The remainder of the
The Psychology curriculum consists of courses provided by the Psychology Program designed to supplement this background with skills, knowledge, and experiences specific to the field of clinical psychology.

Because of the nature of the skills and training involved, the clinical psychology concentration may be entered only in the Fall Semester. Acceptance into the program is based upon submission of a special, separate application, available from the Psychology Program, which must be received before May 1.

Students accepted into the clinical psychology concentration must have completed courses in abnormal psychology, quantitative methods, personality theory, and developmental psychology or their equivalents. Provisional acceptance, contingent upon completion of these requirements, is possible.

### Clinical Concentration Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HDC/PSY Core</td>
<td></td>
<td>16</td>
</tr>
<tr>
<td>HDC 475/PSY 475</td>
<td>Psychological Tests and Measurements</td>
<td>4</td>
</tr>
<tr>
<td>PSY 501/PSY 508</td>
<td>Fundamental Issues</td>
<td>4</td>
</tr>
<tr>
<td>PSY 502/PSY 553</td>
<td>Theory of Counseling</td>
<td>4</td>
</tr>
</tbody>
</table>

### University Requirement

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 535</td>
<td>Counseling</td>
<td>4</td>
</tr>
<tr>
<td>PSY 536</td>
<td>Psychopathology</td>
<td>4</td>
</tr>
<tr>
<td>PSY 544</td>
<td>Intelligence Testing</td>
<td>4</td>
</tr>
<tr>
<td>PSY 552</td>
<td>Child Psychopathology</td>
<td>4</td>
</tr>
<tr>
<td>PSY 580/HD 587</td>
<td>Practicum</td>
<td>12</td>
</tr>
<tr>
<td>PSY 550</td>
<td>Seminar in Clinical Intervention</td>
<td>4</td>
</tr>
<tr>
<td>PSY 540</td>
<td>Psychology Tests and Measurements</td>
<td>4</td>
</tr>
<tr>
<td>PSY 408</td>
<td>Psychological Tests and Measurements</td>
<td>4</td>
</tr>
<tr>
<td>PSY 400</td>
<td>Special Topics in Research and Methods</td>
<td>4</td>
</tr>
<tr>
<td>PSY 410</td>
<td>Special Topics in Experimental Psych</td>
<td>4</td>
</tr>
<tr>
<td>PSY 420</td>
<td>Special Topics in Physiological Psych</td>
<td>4</td>
</tr>
<tr>
<td>PSY 421</td>
<td>Exceptional Child</td>
<td>4</td>
</tr>
</tbody>
</table>

In addition, students will be required to complete a formal closure report, as required by University policy. Guidelines for the completion of this requirement are available from the Psychology Program.

Finally, students are encouraged to obtain additional specialized training in areas such as behavior modification, family therapy, neuropsychological evaluation, play therapy, and psychotropic medication.

### Psychology/Course Descriptions

The special topics and seminar courses listed (course numbers ending in zero) are a mechanism for involving students in an intensive investigation of specific content areas. The topics may change each semester and students are encouraged to consult the program to determine future offerings or to request topics.

**PSY 400 Special Topics in Research and Methods** (4 Hrs.)
Specific topics varying each semester, examples of which include basic research design and strategies, laboratory experiences, test construction, parametric or nonparametric statistics, or research methods in a specific content area. May be repeated without limit, but topics must differ.

**PSY 408 Psychological Tests and Measurements** (4 Hrs.)
Survey course explores strengths and weaknesses of evaluation instruments. Includes principles, construction, and interpretation of representative psychological tests and measures. Offered fall and spring. Required core course. See HDC 475.

**PSY 410 Special Topics in Experimental Psychology** (4 Hrs.)
Specific topics varying each semester, examples of which include perception, heredity and environment, environmental psychology, motivation and emotion, and learning. May be repeated without limit, but topics must differ.

**PSY 420 Special Topics in Physiological Psychology** (4 Hrs.)
Specific topics varying each semester, examples of which include basic physiological psychology, neuropsychology, biopsychology of abnormal behavior, and effects of hormones on behavior. May be repeated without limit, but topics must differ.

**PSY 421 Exceptional Child** (4 Hrs.)
Survey of behaviors and conditions that make a child different from most other children: giftedness; mental retardation; learning dis-
abilities; behavior problems; hearing, vision, and speech impairments; chronic problems. Prerequisite: PSY 441.

PSY 430 Special Topics in Cognition (4 Hrs.) Specific topics varying each semester, examples of which include human information processing, verbal learning, memory, and attention processes. May be repeated without limit, but topics must differ.

PSY 440 Special Topics in Developmental Psychology (4 Hrs.) Specific topics varying each semester, examples of which include infancy, childhood, adolescence, and various aspects of development across the life span. May be repeated without limit, but topics must differ.

PSY 441 Life Span Developmental Psychology (4 Hrs.) The continuity of development from childhood through old age. Focuses on determinants of individual differences at varying times of life as well as principles which can maximize physical and mental health throughout.

PSY 450 Special Topics in Clinical Psychology (4 Hrs.) Specific topics varying each semester, examples of which include introduction to clinical psychology, behavior modification, psychotherapy, transactional analysis, other forms of treatment, and interviewing. May be repeated without limit, but topics must differ.

PSY 460 Special Topics in Personality (4 Hrs.) Specific topics varying each semester, examples of which include basic personality theory, experimental personality, states of consciousness, and in-depth analyses of specific personality variables and theories. May be repeated without limit, but topics must differ.

PSY 470 Special Topics in Psychopathology (4 Hrs.) Specific topics varying each semester, examples of which include neurosis, stress, psychosis, neurological impairments, hallucinations, and aggression. May be repeated without limit, but topics must differ.

PSY 471 Abnormal Psychology (4 Hrs.) Survey of the history and descriptions of abnormal behavior, theory, and research. Emphasizes current diagnostic classification systems. Offered each term.

PSY 480 Special Topics in Psychology (4 Hrs.) Specific topics varying each semester, examples of which include systems theory approaches in psychology, logical positivism, empiricism, current trends in psychological theory, and other topics of broad interest within the general field of psychology. May be repeated without limit, but topics must differ.

PSY 488 Theories and Issues in Psychology (4 Hrs.) History and integrative overview of psychology from perspective of major issues, concepts, and influences.

PSY 490 Special Topics in Social Psychology (4 Hrs.) Specific topics varying each semester, examples of which include basic social psychology, prejudice, moral development, war and violence, conformity, community psychology, and social affiliation. May be repeated without limit, but topics must differ.

PSY 500 Seminar in Quantitative Methods and Measurement (4 Hrs.) Specially selected topics concerned with application of quantitative methods in the behavioral sciences. Content varies as function of interest and demand. Prerequisite: PSY 302. May be repeated without limit, but topics must differ.

PSY 501 Advanced Quantitative Methods in the Behavior Sciences: Hypothesis Testing (4 Hrs.) Examination of various laboratory and non-laboratory methodologies and tools for research and assessment. Preparation for graduate-level analysis of the available literature and involvement in research. To be taken in the first semester of graduate study. Offered fall and spring.


PSY 503 Advanced Quantitative Methods in the Behavioral Sciences: Correlation and Regression (4 Hrs.) Simple correlation and regression with interpretations of correlation coefficient in behavioral research situations. Correlation techniques other than the Pearson product-moment, multiple regression, and multiple correlation. Prerequisite: PSY 302.

PSY 506 Program Evaluation (4 Hrs.) Theory, techniques, and application of evaluation principles as related to policy formation and decision-making. Covers evaluation of clinical and educational efforts, with application to many settings.

PSY 508 Fundamental Issues in Helping (4 Hrs.) Examines academic, ethical, and vocational issues within the helping professions and re-
lutes them to student's values and objectives. Offered each fall and spring. Required core course. (Recommended as introductory course.) See HDC 501.

PSY 510 Seminar in Psychology (4 Hrs.)
Specially selected topics, relevant to the general field of psychology. Content varies as function of interest and demand. May be repeated without limit, but topics must differ.

PSY 520 Seminar in Developmental Psychology (4 Hrs.)
Specially selected topics relevant to the field of developmental psychology. Content varies as function of interest and demand. May be repeated without limit, but topics must differ.

PSY 530 Seminar in Clinical Psychology (4 Hrs.)
Specially selected topics concerned with theories and issues in clinical psychology. Content varies as function of interest and demand. May be repeated without limit, but topics must differ.

PSY 535 Advanced Clinical Psychology (4 Hrs.)
Seminar for advanced students in clinical psychology. Individual attention is emphasized and student participation varies according to contracts set at beginning of course.

PSY 536 Psychopathology: Theory, Research, and Assessment (4 Hrs.)
Investigation of abnormal behavior in depth, including theories, models, research, and techniques of assessment. Alternate systems of classification explored; literature of schizophrenia, anxiety, suicide, and other topics. Prerequisite: PSY 471.

PSY 540 Seminar in Psychological Testing (4 Hrs.)
Specially selected topics relevant to the process of psychological assessment. Content varies as function of interest and demand. May be repeated without limit, but topics must differ.

PSY 544 Intelligence Testing (4 Hrs.)
Basic administration, scoring and interpretation of intelligence tests such as WISC, WAIS and Stanford-Binet.

PSY 545 Personality Assessment (4 Hrs.)
Basic administration, scoring and interpretation of objective and projective personality tests such as MMPI, EPPS, Rorschach, TAT and Bender-Gestalt.

PSY 550 Seminar in Clinical Interventions (4 Hrs.)
Specially selected topics relevant to the process of clinical intervention. Content varies as function of interest and demand. May be repeated without limit, but topics must differ.

PSY 551 Principles and Techniques of Child Therapy (4 Hrs.)
Consideration of recent thinking and research about child therapy. Surveys techniques recommended for treatment of disorders classified as: intrapersonal, situational, and crisis. Diagnosis of disorders emphasized. See CFC 551.

PSY 552 Child Psychopathology and Therapy (4 Hrs.)
Student learns to recognize and define clinical problems of childhood, disclose clinical results, prescribe treatment approaches, and outline theoretical positions based upon research findings. See CFC 552.

PSY 553 Theories of Counseling (4 Hrs.)
Systematic exposure to major counseling and psychotherapeutic theories and techniques essential to human relationships and helping processes. Offered fall and spring. Required core course. See HDC 502.

PSY 556 Play Therapy: Comparative Approaches (4 Hrs.)
Investigation of use of play therapy in treatment of children with severe handicaps and children experiencing transient developmental adjustment difficulties. Student is exposed to divergent theoretical models upon which play therapy has been founded. CFC 556.

PSY 557 Techniques of Group Counseling (4 Hrs.)
Study of major theories and techniques in group counseling. Required core course. See HDC 503.

PSY 558 Community Psychology: Theory, Research, and Intervention Techniques (4 Hrs.)
History, philosophy, structure, activities, pitfalls, and present circumstances of community mental health approach. Function of the psychiatrist as social-change agent examined in terms of ethics, feasibility, advisability, techniques, methods of effectiveness-assessments.

PSY 559 Family Therapy (4 Hrs.)
For advanced students interested in specializing in family counseling techniques. Students develop and implement family treatment plans in actual and/or simulated family systems, and must be able to articulate at least two major family counseling approaches. See CFC 559 and HDC 559.

PSY 560 Seminar in Psychology and Public Policy (4 Hrs.)
Specifically selected topics relevant to the impact of psychology upon public policy and vice versa. Content varies as function of interest and demand. May be repeated without limit, but topics must differ.
PSY 580 Psychology Field Placement (4-12 Hrs.)
Placements designed to provide students with experiential learning opportunities. 16-20 hours per week. May be repeated up to 12 hours.

PSY 589 M.A. Project Design (2 Hrs.)
Student research into specific topic in field psychology. Focuses on literature review and analysis and project design development. Typically taken in semester prior to PSY 599. Offered each term.

PSY 590 Independent Research and Study (4 Hrs.)
Intensive supervised investigation into a specific topic or implementation of a research project selected by the student. May include library research or laboratory work. May be repeated without limit, but topics must differ. Offered each term.

PSY 599 M.A. Project (4 Hrs.)
Individualized intensive project which completes student’s M.A. training. Experimental, applied, or result of intensive bibliographic library efforts, tailored to the student’s needs. Handout detailing policies and procedures for completion and acceptance of project available from program faculty. Offered each term.
Public Affairs Reporting — M.A. (40 Hrs.)

Program Faculty — Sherrie Good, Bill Miller
Associated Faculty — Michael Lennon, Raymond Schroeder

The Public Affairs Reporting Program is designed for the student who wishes to specialize in news coverage of governmental affairs; a primary goal is for graduates to eventually obtain employment in positions from which they can report or interpret the activity of government for the population at large. The objectives of the year-long program are to graduate men and women educated in the various modes of academic inquiry which will not only enable them to understand and interpret the events which they seek to communicate but also enable them to communicate with the clarity, accuracy, and speed demanded of deadline reporters of the highest rank. The program directs students to an investigation of the interactions between the news media and society and the news media and government, and encourages students to expand the knowledge of such interactions through research and experimentation. The program also expects that each graduate, whatever the skill level upon entering the program, be proficient in reporting, editing, and writing upon graduation. The unique nature of the program is derived from the simultaneous pursuit of the various goals. None can be considered paramount.

Entrance Requirements

The program is open only to students who have completed the baccalaureate degree. A background in journalism is not absolutely necessary, but is advisable. Applicants will be selected primarily on the basis of writing ability, interest in government and public affairs, and potential for a career in journalism.

The deadline for filing applications with the program director is April 1. Application forms may be obtained by contacting the program office. Applicants must submit writing samples, a narrative statement on why they want to enroll in the program, and three references. Applicants will be required to take a literacy/competency and writing test and be interviewed by the PAR admissions committee, comprised of faculty and journalists.

Advising

The program director serves as principal adviser for the PAR students. Special advising requests may be referred to other faculty members with expertise in courses sought. After students are accepted into the program, they should contact the adviser for an appointment prior to initial registration.

PAR students must receive a grade of “B” or better in any required course to receive credit toward the degree.

Program Requirements

The Master of Arts in Public Affairs Reporting requires 40 hours of graduate-level course work. In the Fall Semester, students enroll in two required courses: Advanced Public Affairs Reporting (six hours) and Illinois Government and Politics (four hours). Two other courses related to the field of public affairs are optional, but strongly recommended for those students not having completed them during undergraduate work: Mass Media — Theory and Practice (two hours) and Creative Nonfiction (four hours). Students will choose other courses after consultation with the adviser.

During the Spring Semester, students begin an internship with an experienced
professional journalist covering state government and the Illinois General Assembly. This internship (12 credit hours) includes a weekly seminar. Another required course is Legislative Issues (two hours). Students, after consultation with the adviser, will register for other courses to maintain a full course load.

Students participate in the second phase of the internship (four credit hours) during the summer session (until July 1). This internship period is considerably more intense, coinciding with the conclusion of the legislative session. During the six-month internship, students receive a monthly stipend and tuition waiver.

Before being placed as an intern, a student must complete a master’s pro-

ject, including preparation of a formal research paper on some phase of the media, state government or public affairs, followed by the development of one or more magazine-length articles or radio/TV documentary programs.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAR 401</td>
<td>Media Law</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td>PAR 405</td>
<td>Illinois Government and Politics</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td>PAR 407</td>
<td>Creative Nonfiction</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td>PAR 441</td>
<td>Mass Media — Theory and Practice</td>
<td>2 Hrs.</td>
</tr>
<tr>
<td>PAR 451</td>
<td>Legislative Simulation/Public Policy</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td>PAR 488</td>
<td>Legal Reporting</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td>PAR 501</td>
<td>Advanced Public Affairs Reporting</td>
<td>6 Hrs.</td>
</tr>
<tr>
<td>PAR 503</td>
<td>Legislative Issues</td>
<td>2 Hrs.</td>
</tr>
<tr>
<td>PAR 504</td>
<td>Internship I</td>
<td>12 Hrs.</td>
</tr>
<tr>
<td>PAR 505</td>
<td>Internship II</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td></td>
<td>Electives (including 4 Hrs. of PACs)</td>
<td>12 Hrs.</td>
</tr>
</tbody>
</table>

Total: 40 Hrs.

**Public Affairs Reporting/Course Descriptions**

**PAR 401 Media Law (4 Hrs.)**

Study of legal privileges and limitations primarily affecting those who work in the media. Includes an examination of free press and fair trial, obscenity, libel, right of privacy, access to the media, access for the media, contempt of court, and advertising law. See COM 404.

**PAR 405 Illinois Government and Politics (4 Hrs.)**

Examination of the policy-making process as it operates in Illinois. Major topics include constitutional structure, political culture, role of parties and interest groups, initiation of public policy, legislative process, role of the governor, politics of the budgetary process, and implementation of public policy. See POS 405.

**PAR 407 Creative Nonfiction (4 Hrs.)**

Survey of the nonfiction narratives of Tom Wolfe, Joan Didion, Hunter Thompson, Norman Mailer, Michael Herr, James Agee, John McPhee and other writers. Special emphasis will be given to the study of narrative technique, the evolution of narrative prose and the New Journalism vs. the "Old Journalism." Students will write both critical and creative papers, i.e., samples of the New and "Old Journalism." See LIT 482.

**PAR 441 Mass Media — Theory and Practice (2 Hrs.)**

Concentrates on social effects of the media and how societal changes, in turn, affect the media; new technologies of media; and an in-depth research study of relationship between media and government. See COM 441.

**PAR 451 Legislative Simulation/Public Policy (4 Hrs.)**

Examines public policy-making at federal and state levels, utilizing simulation game of legislative action. Includes review of major national and state policy concerns, budgeting, bill drafting.

**PAR 488 Legal Reporting (4 Hrs.)**

Methods and techniques of reporting on the activities of courts and other legal institutions will be studied. Students will analyze substantive issues in law. The writing of several feature length articles on law or legal institutions will be required. These articles will be reviewed for publication through the Illinois Bar Association. See LES 488 and COM 402.

**PAR 501 Advanced Public Affairs Reporting (6 Hrs.)**

Concentrates on newswriting and reportorial techniques. Such areas as investigative reporting, journalism ethics, news analysis, and interpretation are explored. News standards that are relevant, pertinent, and salient are probed. Emphasis on coverage of governmental news.

**PAR 503 Legislative Issues (2 Hrs.)**

In-depth study of key issues before Illinois General Assembly. Offered during Spring Semester. Prerequisite: admission to PAR Program.

**PAR 504 Internship I (12 Hrs.)**

Practical experience in reporting public affairs. Each student is assigned to work full-time with an experienced journalist in the
State Capitol. Students receive monthly stipend. Weekly seminar. Prerequisite: admission to PAR Program.

**PAR 505 Internship II (4 Hrs.)**
Continuation of PAR 504, but more intense in conjunction with the windup of the legislative session. Work supervised by media bureau chief and program director. Prerequisite: admission to PAR Program.

*Optional courses for PAR students.*

To fulfill degree requirements, students, with adviser approval, will select other graduate-level courses, including four hours of PACs.
Social Justice Professions — M.A. (40 Hrs.)

Program Faculty — Sidney A. Burrell, Robert M. Crane, Barbara J. Hayler, Norman T. Langhoff, Martin B. Miller, S. Burkett Milner, Gary A. Storm

Program Objectives
The aims of the Master of Arts in Social Justice Professions reflect the public affairs mission of the University. Three concentrations — human services, law enforcement, and administration of justice — are available within this program; each provides a problem-focused, interdisciplinary approach to graduate work. Graduate students in the Social Justice Professions Program receive a broad education which emphasizes problem-solving, critical thinking, and applied research as these skills apply to the police, the judiciary, and corrections, as well as to other policy areas related to the administration of justice.

As with all programs within the University, graduates of the Social Justice Professions Program must demonstrate competence in written and oral work by successful completion of either a master’s thesis or a master’s problem-solving project.

Entrance Requirements
Students interested in graduate study in the Social Justice Professions Program must meet the University’s requirements for admission as graduate students. No additional admission requirements are imposed by the program. However, applicants are required to submit an evaluation of their undergraduate course work and a statement describing their graduate study goals before enrolling in the program.

Entering graduate students with degrees other than social justice or closely related fields may be required to complete one or more undergraduate courses in addition to the graduate degree requirements. These requirements will be determined individually by the student and his/her adviser, subject to review and approval by the SJP Program Committee.

Advising
Advisement is a collaborative process in which the student, together with a faculty member of the Social Justice Professions Program, selects course work which will lead to graduation within the time frame most appropriate to the student’s needs, and with the emphasis most relevant to the occupational goals of the student. The Social Justice Professions curriculum has been designed to maximize electives in order to allow each student to tailor the M.A. degree to particular interests. While responsibility for fulfilling the University and program requirements rests with the student, program faculty have responsibility for assisting students in understanding and completing the requirements. Each student must consult with a program faculty member before registering each term. Courses selected by a student without the approval of a faculty member may not be applicable to the graduate degree. Each student is encouraged to develop a Graduate Degree Proposal with his/her adviser during the first year of graduate work, as a program planning document.

Communication Skills
Graduate-level work demands competence in writing and speaking skills. SJP faculty require candidates for the master’s degree to demonstrate the ability to identify, describe, and analyze problems; to gather and summarize data regarding the problems identified; and to present comprehensive written and oral reports about the problems. Master’s
degree candidates may be required to do additional classroom work to improve these skills.

**Grading Policies**

Graduate students may receive the "A," "B," or "C" letter grades, but are required to maintain at least a "B" average. Grades of "B" or better are required in each of the Social Justice Professions Program core courses. Students who fail to meet these requirements must petition the program faculty for special permission before registering for additional graduate course work.

Courses at the 400-level which are taken for graduate credit will require assignments, to be determined by individual faculty members, in addition to the work normally required of undergraduates.

**Field Experience**

If a graduate student has had no field experience, an applied study or internship is required. Students employed within an occupational area — e.g., law enforcement — are encouraged to gain experience in another occupational area — e.g., corrections or court administration. A student may apply to the program for a waiver of the field experience credit which, if granted, will require the substitution of course work.

**Closure Requirements**

In addition to completing the course requirements outlined, each graduate student must complete University requirements. Each candidate for the master's degree, under the guidance of the adviser, must also prepare either a problem-solving paper or complete a thesis. The problem-solving paper or thesis must be presented in a standard format, such as that prescribed by the American Psychological Association, or described in Turabian's *Manual for Writers of Term Papers, Theses, and Dissertations*.

All papers or theses are to be typed and the original and two copies submitted in proper form at least three weeks prior to the oral presentation. The examination committee for the oral presentation will include the degree candidate, the candidate's adviser, an SJP program faculty member chosen by the candidate, and a representative of the associate dean. Successful completion of the oral presentation will normally constitute completion of the degree requirements.

**Master's Degree Requirements**

Forty semester hours beyond the bachelor's degree are required for the Master of Arts degree in the Social Justice Professions Program. Additional hours may be recommended to develop more fully the knowledge and skills required for professional competency. Core courses are required of all students, except where equivalencies are approved by the program faculty. In scheduling course work, students should be aware that required courses are not offered every semester.

**Core Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>SJP508</td>
<td>Theory of Social Justice and Criminal Behavior</td>
<td>4</td>
</tr>
<tr>
<td>SJP540</td>
<td>Advanced Research Methods and Program Evaluation</td>
<td>4</td>
</tr>
<tr>
<td>SJP580</td>
<td>Planning and Change in Social Justice Professions</td>
<td>4</td>
</tr>
</tbody>
</table>

**Concentration**

Field Experience (four hours maximum credit) will be required of M.A. candidates with no prior experience, or those desiring career changes.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Experience</td>
<td>4</td>
</tr>
</tbody>
</table>
| Total                          | 20 Hrs.

**Concentration in Human Services**

Graduate students, in consultation with their advisers, are to select 20 hours of 400- and 500-level courses in the human services area. Each student should develop and pursue an individualized program combining specialized training...
and substantive knowledge. Program courses approved for the concentration in human services are: SJP 405, 408, 409, 415, 418, 425, 426, 431, 432, 440, 470, 480, 490. Appropriate advanced courses, agreed on by the adviser and student, may be selected from other programs within the University.

Concentration in Law Enforcement
Graduate students, in consultation with their advisers, are to select 20 hours of 400- and 500-level courses in the law enforcement area. Each student should develop and pursue an individualized program combining specialized training and substantive knowledge. Program courses approved for the concentration in law enforcement are: SJP 405, 408, 409, 411, 415, 417, 426, 433, 440, 442, 455, 470, 480, 490. Appropriate advanced courses, agreed on by the adviser and student, may be selected from other programs within the University.

Concentration in Administration
Graduate students, in consultation with their advisers, are to select 20 hours of 400- and 500-level courses which provide an individualized program of specialized training and substantive knowledge in the administration of justice. Graduate students in this concentration will normally take a minimum of three courses in the Public Administration Program.

Social Justice Professions/Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SJP 405</td>
<td>Law and Decision-Making</td>
<td>4 Hrs.</td>
<td>Examination of the processes by which statute law and public policy are constructed, interpreted, implemented and evaluated, with special emphasis on Illinois criminal justice policy. Explores law-making in executive, legislative, and judicial branches of government, and the relationship between branches. See LES 405.</td>
</tr>
<tr>
<td>SJP 408</td>
<td>Society, Crime, and the Criminal</td>
<td>4 Hrs.</td>
<td>Social, psychological, and economic factors in criminal behavior; causation, prevention, and correction; role of community agencies in crime formation and control.</td>
</tr>
<tr>
<td>SJP 409</td>
<td>Justice, Law, and the Legal Process</td>
<td>4 Hrs.</td>
<td>Intensive examination of criminal laws and particularly significant court cases. Emphasis is on administration of justice from arrest through arraignment, prosecution and defense, appeal, probation, sentencing, imprisonment, parole, and reintegration into the free society.</td>
</tr>
<tr>
<td>SJP 411</td>
<td>Judicial Process</td>
<td>4 Hrs.</td>
<td>Survey of social science literature on judicial process in the United States with emphasis on Illinois. Major topics include: legal culture, court structure, litigation, legal profession, trial and appellate courts, impact and compliance, and criticisms of the process. See LES 411 and POS 417.</td>
</tr>
<tr>
<td>SJP 415</td>
<td>American Constitution: Civil Liberties</td>
<td>4 Hrs.</td>
<td>Surveys the constitutional law of civil liberties with examination of Supreme Court’s role in definition and development of civil liberties. Emphasis on Bill of Rights and Civil War Amendments. See POS 415.</td>
</tr>
<tr>
<td>SJP 417</td>
<td>Criminal Law and Procedure</td>
<td>4 Hrs.</td>
<td>Intensive examination of criminal law and criminal procedure at the state and federal level, through case law and policy studies. Includes consideration of specific criminal definitions, constitutional restrictions and requirements, questions of liability and responsibility, and the treatment of “victimless” crimes. See LES 477.</td>
</tr>
<tr>
<td>SJP 418</td>
<td>Human Services Law</td>
<td>4 Hrs.</td>
<td>Surveys the constitutional and statutory policies which commonly affect human services professionals. Major topics include: mental health and commitment procedures, the right to treatment, student rights and school discipline, legal treatment of substance abusers, civil liabilities of human services professionals, and issues of confidentiality and access to records.</td>
</tr>
<tr>
<td>SJP 425</td>
<td>Counseling</td>
<td>4 Hrs.</td>
<td>An exploration of the counseling process as a model helping relationship and its utilization for Social Justice Professions personnel. Includes techniques, theoretical concepts of counseling relationships and strategies, basic interviewing skills, the role of the helper, and components of personal change.</td>
</tr>
<tr>
<td>SJP 426</td>
<td>Perspectives on Human Assessment in Justice</td>
<td>4 Hrs.</td>
<td>Assessment tools and techniques used by professionals within the several components of social justice professions — law enforcement, courts and probation, corrections and</td>
</tr>
</tbody>
</table>
parole — are examined for their functional values. Current personnel practices in personality assessment are explored and recent developments recognized and understood.

SJP 431 Alternatives to Prison (4 Hrs.)
Intensive examination of probation, parole, and pardon systems; staffing and services; potential for reform. Attempt is made to design new approaches and new practices for expanding community-based comprehensive human services and alternatives to prisons, e.g., halfway houses, group homes, work release.

SJP 432 Corrections Policy (4 Hrs.)
Intensive examination of contemporary topics in institutional and community-based corrections, with attention given to given conditions, state policies, models for change, and issues in corrections management.

SJP 433 Psychology of the Offender (4 Hrs.)
An examination of the psychological makeup and individual characteristics of various offenders. The course will focus on those offenders, e.g., murderers or sex offenders, who can be described as "acting out" some part of these problems at the expense of others. The case study approach will be used throughout the class.

SJP 440 Applied Research in Social Justice (4 Hrs.)
Problem definition, proposal writing, designing studies, information gathering and data interpretation are integral. Attention is given to research design, sampling techniques, interviewing, questionnaire or survey instrumentation, content or statistical and observation-participation techniques. May be repeated once for credit with permission of instructor.

SJP 442 Police Management and Supervisory Process (4 Hrs.)
Examines the role and function of a supervisor in the context of a municipal police agency. Supervision is presented as the critical link between management and service delivery. Considerations are given to processes of management and to skills of decision-making, goal-setting, communication, conflict management, and other related responsibilities of police supervision. Readings taken from management/administration research and organizational theory.

SJP 455 Security Administration (4 Hrs.)
Development of security programs is stressed during survey of principles, procedures, and techniques employed by the protective services practitioner. Includes historical, philosophical and managerial considerations of the field; industrial, commercial and government models.

SJP 470 Special Topics (4 Hrs.)
Intensive examination of selected issues within criminal justice. Topics to be discussed are announced each time course is offered. May be repeated for an indefinite number of hours, but particular topics must differ.

SJP 480 Seminar in Social/Criminal Justice Planning (4 Hrs.)
Advanced seminar designed to increase student's skill in planning and research. Topics include the planning process, grantsmanship, proposal writing, strategies for implementing innovative programs, and program evaluation. Course may be repeated for a maximum of eight hours.

SJP 482 Seminar on Crime Analysis (4 Hrs.)
Analysis of current crime data trends used in decision-making by lay persons; by local, state, and federal government officials; by law enforcement, courts, and correctional personnel. Problems, cases, readings, computerized techniques, mapping, demographic studies, correlative and protective methods are used.

SJP 490 Criminal Justice Problems and Research (1-4 Hrs.)
Independent study, structured readings, or research in fields of human services, law enforcement, legal studies and administration of justice. May be repeated for a maximum of eight hours.

SJP 508 Theory of Social Justice and Criminal Behavior (4 Hrs.)
Theoretical bases for social justice institutions and processes, particularly the criminal justice system. Theories of deviance and crime causation are critically examined.

SJP 540 Advanced Research Methods and Program Evaluation in Social Justice Professions (4 Hrs.)
Qualitative and quantitative research methodologies are explored. Principles of program design, evaluation, and implementation as applied to social justice professions will be surfaced as each student fulfills major course requirement: to complete evaluation of an ongoing project using clear research methodology, statistical techniques, computer application, and report writing. Prerequisite: SJP 440. Course may be repeated for a maximum of eight hours.

SJP 580 Planning and Change in the Social Justice Professions (4 Hrs.)
Simulated planning and design experience with typical social justice problems integral to course. Students investigate a subsystem, study the literature, identify theoretical foundations for modifying such systems, and then develop a comprehensive plan to deal with a
particular problem. Prerequisite: SJP 480. Course may be repeated for a maximum of eight hours.

SJP 590 Independent Research and Study (4 Hrs.)
Intensive supervised investigation into a specific topic or implementation of a research project selected by the student. May include library research or field work. May be repeated for a maximum of eight hours.

SJP 599 Thesis (2-8 Hrs.)
Supervised thesis research, data analysis, or writing. Permission of thesis adviser required.
Sociology/Anthropology — M.A. (40 Hrs.)

Program Faculty — Joyce E. Elliott, Dennis C. Foss, Martin Jaeckel, Proshanta K. Nandi, Michael D. Quam, Regan G. Smith, James W. Stuart

Associated Faculty — Joyce Bennett, Otis Bolden, Alma Lowery-Palmer, S. Burkett Milner

The Master of Arts degree in Sociology/Anthropology provides an integrated program of advanced study leading to a substantive understanding of society and culture and their relationships to contemporary social issues and public affairs.

Students who receive M.A. degrees in Sociology/Anthropology have a broad educational background culminating in a largely individualized curriculum integrating sociological and anthropological perspectives on specific sociocultural problems, issues, or institutions. The M.A. program of each student is viewed as the culmination of her or his entire educational career up to that point, not simply as the final 40 hours. Thus, a student's previous educational experiences, in and outside of the classroom, are considered in designing an individualized set of requirements which integrate sociological and anthropological perspectives, meet the criteria for a Master of Arts degree, and also meet students' professional and academic goals.

Recent program graduates are employed in social service agencies, state and local governments, secondary schools, colleges, and universities. A significant proportion of graduates have continued their education in professional areas or at the doctoral level.

As an aspect of the program's commitment to meeting the needs of each individual student, students are encouraged to attend all Program Committee meetings and to participate in all program decisions. In addition, graduate student representatives are included as formal members on all committees.

Entrance Requirements

Applications for entry into the graduate program will be accepted from prospective students possessing a bachelor's degree from an accredited college or university. Applicants who have not completed courses in both sociological and anthropological theory at the undergraduate level will be required to complete these courses prior to being awarded the master's degree. (Up to four hours of credit toward the M.A. will be accepted for completion of these courses while a graduate student.)

Advising and the M.A. Committee

Since a student's program of study is individually designed based on his/her background and goals, it is extremely important for the student to work closely with his/her M.A. Committee. As soon as possible after being admitted to the M.A. program (preferably by the time three graduate courses have been completed), each student should select an adviser and an M.A. Committee, and develop a contract for the M.A. degree. The M.A. Committee includes the adviser and two other program faculty members of the student's choice. During initial meetings, the student and adviser will discuss the student's objectives of getting an M.A. and the program's understanding of the amount of breadth and specialization implied in a master's degree. Then the student and adviser will evaluate the student's previous academic and other experiences and establish a tentative course of study that will lead to an M.A.
In working with a student to design his or her course of study, the program begins with a core of 12 hours including advanced theory, methodology, and applications, and constructs a degree proposal integrating the student's entire 160 hours of undergraduate and graduate course work. Thus the final 40 hours of graduate work complement and integrate the previous work, providing specialization while filling any gaps in the student's educational background. Depending on individual student goals, a course of study may emphasize such typical interests as social psychology, non-western societies, social control, public regulation or other areas. In developing such an emphasis, related courses in other social science disciplines, the humanities, or professional programs are included in the M.A. contract. The overall course of study will also reflect the co-disciplinary nature of the program by incorporating perspectives of both sociology and anthropology.

After designing a course of study, the student and adviser present it to the student's M.A. Committee for approval. Once approved, a contract setting forth the complete listing of required courses for that student will be signed by the student and the members of the committee. Any later alterations in the contract must be approved by the committee.

**Grading Policy**

Graduate credit in the Sociology/Anthropology Program will be granted for 400- and 500-level courses in which students have earned a grade of "B" or better. Graduate students taking 400-level course work must arrange individually with the instructors to pursue topics more deeply and produce a higher quality of work than undergraduates. Graduate students are expected to take appropriate 500-level courses when applicable to their goals.

**Master's Project and Closing**

A student is advanced to candidacy for the M.A. degree and may apply for a Master's Project when the program is satisfied that both University and program requirements have been met. The Master's Project is designed by the student and his or her adviser and is intended to demonstrate the student's skills in the application of social science knowledge to current social issues. One possible way of completing the Master's Project is through SOA 512 Practicum, a group or individual experience in practicing sociology/anthropology in a variety of settings.

Students must also make an oral closing presentation to their M.A. Committee. Ordinarily this is based on the Master's Project.

**Program Requirements**

The student's M.A. Committee ensures that the following minimum goals are met:

**Breadth** — By the time a student completes the M.A. he/she is recommended to have had graduate or undergraduate course work (or other experience) in the following areas: natural science, humanities, and social sciences other than sociology and anthropology.

**Specialization** — A minimum of 36 upper-division or graduate units in a combination of both sociology and anthropology, at least 15 units of which must be taken as a graduate student. This course work must include advanced theory, advanced methods, and Practicum.

**Summary of Requirements**

<table>
<thead>
<tr>
<th>Total Hours in Individualized Program</th>
<th>36 Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum of 15 hours in upper-division/graduate courses in SOA, including Advanced Sociological/Anthropological Theory</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td>Advanced Research Methods</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td>Practicum</td>
<td>4 Hrs.</td>
</tr>
<tr>
<td>Other (minimum)</td>
<td>3 Hrs.</td>
</tr>
<tr>
<td>(minimum)</td>
<td>15 Hrs.</td>
</tr>
</tbody>
</table>
Sociology/Anthropology/Course Descriptions

SOA 405 Discovery of Social Theorists (4 Hrs.)
In-depth study of classical social theorists (Marx, Weber, Durkheim, Simmel, and Veblen) through their stands on major social issues. Includes role of values in studying society; relationship between individual and society; free will vs. determinism; static vs. dynamic models of society; and how best to arrive at knowledge of society.

SOA 406 Modern Theories of Anthropology (4 Hrs.)
Examination of several current and influential theories developing in or applying to anthropology: for example, structuralism, cybernetics, cultural materialism, and Marxism.

SOA 408 Feminist Theories (4 Hrs.)
Explores connections between a variety of feminist perspectives (such as radical, socialist, liberal, libertarian, and anarchist) and traditional political philosophy. Identification and reformulation of disciplinary models where feminist theory is most needed, and theory-building in areas which fall between traditional disciplines, such as models of power and oppression. See WMS 411.

SOA 409 Marxism and Critical Theory (4 Hrs.)
Introduction to basic ideas and concepts in recent European Marxist philosophy and critical theory. Emphasis on the dialectic method and its use in the critical approach analyzing Western capitalism. See LST 419.

SOA 411 Introduction to Social Research Methods (4 Hrs.)
First-hand experience carrying out small-scale research projects in areas of personal interest. Ethics in social research, formulating research questions, survey and experimental design, interviewing, sampling, direct observation, current analysis, evaluation research, and critiques of social science methods.

SOA 413 Quantitative Methods in the Behavioral Sciences: An Introduction (4 Hrs.)
An intuitive conceptual overview of statistics as used in psychology and the human service professions, including introductions to descriptive statistics (central tendency, variability, standard scores, correlation) and inferential statistics (hypothesis testing). Prerequisite: understanding of basic algebraic concepts.

SOA 415 Philosophy of Social Science (4 Hrs.)
Consideration of aims, methods, and limits of science. Includes nature of “laws,” models, theories, and explanation; role of empirical data, social and moral obligations of scientists; and use and abuse of science in policy decisions. See PHI 439.

SOA 416 Library Research (2 Hrs.)
Search strategies as they relate to the structure and literature of individual disciplines. Covers sources of information, complexities of forms and formats, content of collections in various types of libraries, and appropriate access tools. Either SOA 416 or SOA 417, but not both, may be taken for program credit.

SOA 417 Women's Resources: Interdisciplinary Library Research (2 Hrs.)
Introduction to search procedures and materials especially relevant to interdisciplinary library research on women. Special documents, collections, archives, etc. Recommended as companion to other courses involving library research projects on women. Either SOA 416 or SOA 417, but not both, may be taken for program credit. See WMS 402.

SOA 421 Criminology (4 Hrs.)
Classical and modern theories of crime; exploration of the justice system; evaluation of treatment of offenders. All elements of criminology are viewed critically.

SOA 423 Sociology of Being Different: “Deviant Behavior” (4 Hrs.)
In-depth look at issues in sociology of deviance and social control. Topics such as suicide, mental illness, occupational deviance, and social capacity to handle deviance. Contending theories of deviant behavior are analyzed.

SOA 425 Law and Social Order (4 Hrs.)
Focus on law as a social control mechanism. Explores the conflict of individual freedom and social responsibility; changing nature of law as reflection of social changes; concepts such as social welfare state, police power, social engineering and individual’s relationship to government. Surveys basic areas of the law. See LES 404.

SOA 431 Social Organization (4 Hrs.)
Organizations — formal and informal; social organization and crowd concepts; roles, norms, structuring; methodology for studying organizational behavior; theories of organization — critical evaluation; alienation; organization vs. personality.
SOA 432 Sociology of the Economy (4 Hrs.)
Examination of the institutions governing the American economy. Interrelations between the economic, the legal, the political and the social order. Assessment of economic organizations, interests groups and development trends.

SOA 433 Class and Culture in the USA (4 Hrs.)
Critical examination of various forms of social differentiation in U.S. society; implications of each point of view. Theoretical/analytical and case-study materials used.

SOA 434 Political Sociology (4 Hrs.)
Major theoretical questions and basic categorization of elites as well as historical survey of social institutions which transmit political values from elites to the masses. Emphasis on inter-connections between political behavior and socialization.

SOA 435 Occupations and Professions (4 Hrs.)
Professionalism as a characteristic of modern economic and industrial complexes, social and technological preconditions; occupation-profession continuum; attributes; barriers and strategies; professional controls, professional ideology, and sociological theory; professionals and the socio-political environment.

SOA 439 Human Belief Systems (4 Hrs.)
Comprehensive study of the world's religions; their social sources, functions and consequences. Relationship to economics, politics, morality, law and family, as well as to art, science, and philosophy. Some attention to current trends, tensions, and movement in American religion; fundamentalism, secularism, cure religion, cultism and ecumenism.

SOA 442 Human and Social Ecology (4 Hrs.)
Processes and forms of human adaptation to and of the physical environment. Biological and sociological perspectives on land use and urban development. Applications to social policy and environmental planning.

SOA 443 Nutrition and Culture (4 Hrs.)
Holistic study of the relationship between human nutrition and cultural systems from prehistoric times to the present, and from traditional Eskimo diet to contemporary diets in industrialized nations.

SOA 445 Medical Anthropology (4 Hrs.)
Examines relationships between health and human culture, including health of prehistoric humanity, traditional and non-Western medical systems and how they heal, problems faced by health-care professionals as they provide care to cultural and ethnic groups from various healing traditions.

SOA 447 Sociology of Natural Resources (4 Hrs.)
Examination of social meanings, role and impact of nature and natural resources for human society and effect of the nature of human society on natural resources and ecosystems. See ENS 421.

SOA 448 Energy and Society I (4 Hrs.)
An introduction to the major dimensions of the current energy transition. Lessons from the past about the relationships between energy technologies and their use. The role of social values in shaping patterns of energy consumption. International geopolitics and the prospects for U.S. international relationships.

SOA 449 Energy and Society II (4 Hrs.)
Energy flows in social and ecological systems; societal relationships governing energy production and use; energy technologies and social change; alternative lifestyles and priorities for the future.

SOA 452 Sociology of Gender (4 Hrs.)
Analysis of creation, maintenance, and enforcement of female and male roles. Socialization processes, cultural definitions, major social institutions, and structured social inequality. See WMS 452.

SOA 453 Women and Culture (4 Hrs.)
Investigates the roles of women from an evolutionary and cross-cultural perspective. Includes examination of women's lives in tribal, peasant, industrial, and developing societies.

SOA 454 Family Law (4 Hrs.)
Law that affects the family. Topics include divorce, child custody, parental control, and neglect laws. See LES 446, HDC 446 and WMS 446.

SOA 456 Human Sexuality (4 Hrs.)
Exploration of knowledge and values toward issues of human sexuality with emphasis on sociological content, personal growth, and professional development. Format includes lectures, film presentations, small-group discussions. See CFC 456 and HDC 456.

SOA 461 Social Psychology (4 Hrs.)
Brief statement of history of social psychology; problems of social psychology, socialization, role, perception, belief systems, stereotyping, group dynamics, issues in sociology of knowledge, theoretical orientations in social psychology, Symbolic Interaction — a framework for possible eclectic theory.

SOA 464 Collective Behavior (4 Hrs.)
Studies in mass behavior, social movements, and political actions. Special reference to mob, expressive crowd, panic, rumor, fashions and fad, public audience and mass society.
Social-psychological explanations. Means of control.

**SOA 466 Sociology of Mental Illness** (4 Hrs.)
Exploration of “mental illness” in a sociological perspective. Distribution (epidemiology) and causal (etiolo-gy) studies; ways society deals with “mentally ill,” places people are detained, social organization of treatment and confinement for individuals, legal aspects; treatment strategies offering viable alter-natives to present therapeutic structuring.

**SOA 480 People of...** (4 Hrs.)
Covers the peoples and cultures of major world areas. Depending on the semester the course will examine “Peoples of Africa,” “Peoples of Mexico,” “Peoples of South East Asia,” etc. May be repeated for credit as many times as desired, but particular topic must differ.

**SOA 481 North American Indians: Culture and Ecology** (4 Hrs.)
Study of the North American Indians as they were just prior to contact with Euro-Americans. Emphasizes the relationships between the various cultures and their environmental settings.

**SOA 483 Social Problems of the Developing World** (4 Hrs.)
Study of the political economy of underdevelopment, with special emphasis on social stratification, food and population crisis, conflicting world views, and impact of superpowers on their less-developed neighbors.

**SOA 485 Primitive Society** (4 Hrs.)
Fundamental characteristics and dynamics of primitive societies, with special emphasis on social and symbolic systems; critical examination of the uses of the primitive and the future for primitive people.

**SOA 486 Peasant Society** (4 Hrs.)
Study of political economy of peasant society, internally and in relation to the larger world; conditions giving rise to peasantry; future prospects for peasant society; how peasants can help themselves to shape their future.

**SOA 487 Field Archaeology** (4 Hrs.)
Students participate in the excavation of prehistoric Illinois archaeological sites while learning archaeological techniques and theory. Offered summer term. (Involves room and board expenses for two weeks.)

**SOA 488 Origins of Humanity and Society** (4 Hrs.)
Examination of human existence before recorded history and archaeological methods through which prehistoric lifeways are reconstructed. Emphasis on major revolutions that have shaped humanity: tool-making, origins of agriculture, birth of cities, and development of the state. Includes field trips.

**SOA 490 Issues in Sociology/Anthropology** (4 Hrs.)
In-depth analysis of a major issue in sociology or anthropology; specific issue considered varies each semester, depending on student and faculty interests and availability of resources. May be repeated for unlimited number of credit hours, but particular topic must differ.

**SOA 500 Independent Study** (1-4 Hrs.)
Advanced reading and/or research in areas of sociology or anthropology that are either not covered by a course currently listed in the catalog, or that go beyond the material in a course currently listed. Course structure arranged by mutual agreement of student(s) and instructor. May be repeated for unlimited number of hours.

**SOA 501 Applied Social Science** (4 Hrs.)
Uses of social science knowledge and research; values and the process of knowledge utilization; the evaluation of action programs; issues and paradigms in the implementation of social change.

**SOA 502 Human Behavior and the Social Environment I** (4 Hrs.)
Examination of human behavior as a consequence of social dynamics, environment and culture. Behavior is viewed primarily from a group societal perspective. See CFC 501.

**SOA 503 Human Behavior and the Social Environment II** (4 Hrs.)
A counterpart of SOA 502. Examination of human behavior from the perspective of individual development and choice, integration of theory and major theme issues that are part of all individual human behavior. See CFC 502.

**SOA 505 Advanced Sociological Theory** (4 Hrs.)
Inquiry into philosophical and ideological foundations of sociological theories. Approximately one-third of course deals with theory construction and verification. Seminar format. Prerequisite: SOA 405.

**SOA 506 Advanced Anthropological Theory** (4 Hrs.)
Examines the development of anthropological theory from the enlightenment to the mid-20th century. Seminar format emphasizing critical reading of original works and student presentations. Prerequisite: SOA 408.

**SOA 511 Advanced Research Methods** (4 Hrs.)
In-depth inquiry into research design, analysis, and reporting. Special attention to application of social science methodology to public policy and evaluation research. Epistem-
logical and ethical questions considered. Prerequisite: SOA 411.

**SOA 512 Practicum in Applied Sociology/Anthropology** (4 Hrs.)
Group-individual experiences in practicing sociology/anthropology: agency, research, organizing, action projects. Designed in advance by students with practicum supervisor; regular guidance and participation in seminar. Leads to final product and report on student experiences. Can serve as closing Master's Project.

**SOA 530 Seminar in Public Regulation** (4 Hrs.)
An intermediate-level introduction to the socio-economics of public regulation. Institutional and public interest aspects of the regulatory process. Depending on the semester, the course will examine legislative, regulatory and interest group dynamics for the energy, the health care, or the environmental sector. May be repeated for credit; but a particular topic must differ.

**SOA 531 Seminar on Complex Organization** (4 Hrs.)
Directed library research on recent studies of complex/large-scale organizations. Concern is as much for subject-matter content of studies as for their theoretical and methodological implications. Prerequisite: SOA 431.

**SOA 533 Seminar on Culture and Bureaucracy** (4 Hrs.)
Based on the premise that bureaucracies are a part of their culture and must reflect cultural values to be effective. Business, educational, governmental, and health service bureaucracies in First, Second, and Third Worlds are examined. Case studies provide specific focus.

**SOA 535 Medical Sociology** (4 Hrs.)
Medical sociological framework for analyzing and understanding the health status of American society; social structure and social value; special issues in health and medical care; various models of health; lifestyles and impact on health. See HSA 545.

**SOA 561 Advanced Social Psychology** (4 Hrs.)
In-depth study of symbolic interactions. Prerequisite: SOA 461 or permission of instructor.

**SOA 580 Current Anthropological Issues** (4 Hrs.)
Seminar on issues or topics of contemporary interest in anthropology. Specific issues considered each semester depend on student and faculty interest. May be repeated for credit.
Thematic Activity

Energy Studies


Energy Studies is a thematic activity within the Innovative and Experimental Studies Cluster. Students may design a degree in Energy Studies through the Individual Option Program. Some students may choose to select a given number of courses from Energy Studies to augment their degree in the Environmental Studies Program or other programs.

The overall goal of Energy Studies is to develop a synthesis of technical knowledge and social considerations. This synthesis is accomplished by drawing upon the present courses in several disciplines at SSU, including: administration, economics, environmental studies, sociology, education, and the natural sciences, in addition to new courses specifically designed for this area of study. Thus, Energy Studies brings together faculty and students who have a common desire to study and seek solutions to energy problems.

Energy Studies builds and expands on traditional areas that deal with energy issues. For example, a student in the physical sciences or in engineering will come to grips with the economic and policy aspects of energy. Social science undergraduates will have to deal with the technological and environmental issues. The environmental studies student will confront the economic and political realities. The professional administration and policy students will confront technological and environmental factors.

Thus Energy Studies should not be viewed as a new discipline in itself, but as a new profession created from the traditional disciplines.

Research in Energy Studies

There are several active research projects in which students may participate for academic credit. These projects include: Community Energy Self-Reliance for Springfield; various topics in solar energy and legal issues of nuclear power; and the Sangamon River Basin Project (see Environmental Studies). Students are also encouraged to initiate their own research topics.

Representative Courses

There are several Public Affairs Colloquia courses in Energy Studies offered each semester. Some representative PACs are: The Nuclear Dilemma; Solar Energy; Options for Illinois; Energy Conservation and Social Change; Energy Options for Springfield; Solar Architecture; and Zero Economic Growth.

*Other courses offered include:
ADE 507 Energy and the Schools
ECO408 History of Economic Thought
ECO445 Economic Development
ECO461 Industrial Organization
ECO467 Policy Analysis
ECO471/ENS 422 Energy Resource Economics I
ECO472/ENS 423 Energy Resource Economics II
ENS 401 Environmental Planning
ENS 402 Land-Use Planning: Principles and Practices
ENS 431 Energy and the Environment
ENS 432 Appropriate Energy Technology — Theory and Applications
ENS 433 Energy Resources and Technology
ENS 434 Solar Energy
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<th>Course Code</th>
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<tr>
<td>ENS 435</td>
<td>Advanced Solar Energy Design</td>
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<td>ENS 436</td>
<td>Energy Conservation Technology: Buildings</td>
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<td>ENS 437</td>
<td>Solar Architecture</td>
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<td>ENS 544</td>
<td>Agroecosystems: An Ecological Analysis</td>
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*All courses are 4 semester hours unless otherwise noted.*
Thematic Activity
International Studies

Associated Faculty — Nina Adams, Ashim Basu, Wilma Scott Heide, Proshanta Nandi, Alma Lowery-Palmer, Michael Quam, Darryl C. Thomas

International Studies is an area of study within the Innovative and Experimental Studies Cluster. Students, faculty, and staff throughout the University participate in planning activities to enhance understanding and appreciation of the positions, problems, and perspectives of other nations and cultures.

In an era of complex interdependencies in the international system and conflicts that are partially the results of differences in cultures and values, International Studies courses are designed to prepare students to be effective participants in a changing domestic and global society. Each semester, several courses are highlighted in the University schedule for students interested in International Studies. Students interested in developing an individualized degree in International Studies may do so through the Individual Option Program.

Representative Courses
POS 426 Marxism, Leninism, Maoism
POS 471 Comparative Politics
POS 472 Chinese Politics
POS 473 World Politics
POS 475 International Organization and Integration
SOA 443 Nutrition and Culture
SOA 445 Medical Anthropology
SOA 453 Women and Culture
SOA 480 People of Africa
SOA 485 Primitive Society
HIS 411 Contemporary China
HIS 446 Imperialism
HIS 477 Long Revolution in China and Vietnam
ECO 422 Soviet Economics
ECO 445 Economic Development
ECO 447 International Trade
ECO 449 The World Economy
Thematic Activity
Studies in Social Change

Associated Faculty — Nina Adams, Michael Ayers, Ashim Basu, Joyce Bennett, Al Casella, Ed Cell, Ron Ettinger, Nancy Ford, Larry Golden, Dave Hilligoss, Barbara Hayler, Dick Johnston, Patricia Langley, John Munkirs, Michael Quam, Ron Sakolsky, Robert Sipe, Luther Skelton, Regan Smith, Ralph Stone, Darryl Thomas, Mike Townsend

Studies in Social Change is an area of study within the Innovative and Experimental Studies Cluster. Students, faculty, and staff throughout the University and community participate in activities coordinated by the committee. Interested students may design their own degree programs in Social Change through the Individual Option Program. A special section of the Individual Option Colloquium has been developed to assist students interested in pursuing a self-designed degree in Social Change.

Studies in Social Change emphasizes the importance of critical analysis in examining the assumptions and practices of society, and in acquiring the knowledge and skills to make changes suggested by that critical analysis. Interdisciplinary learning is encouraged as the most effective means to achieve a blending of theory and practice. Faculty, students, and community members work together in conducting workshops, holding forums on public issues, sponsoring visiting speakers, presenting radio programs over WSSR, etc.

Course work and other learning experiences are available. In addition, some of the Public Affairs Colloquia offered each semester may be of interest. One such course, "Issues on the Left," has been sponsored by the committee. The following courses are representative of available course work. In addition, self-designed learning experiences (e.g., internships, field studies) are available through the Individual Option Program.

Representative Courses

CFC 526 Radical Social Work
CFC 576 Community Organization
ECO 409 Radical Political Economics
HIS 427 American Worker in the 20th Century
HIS 429 The American Left: Ideology and Politics
HIS 455 Feminist History: The U.S. Then and Now
HIS 466 Imperialism
HIS 477 Long Revolution in China and Vietnam
INO 401 Individual Option Colloquium: Social Change
LES 404 Law and Social Order
LST 419 Marxism and Critical Theory
LST 461 Labor Organizing
LST 462 Workplace Democracy
POS 426 Marxism, Leninism, and Maoism
POS 433 Class and Culture in the U.S.A.
POS 473 World Politics
Women's Studies

Program Faculty — Nina S. Adams, Joyce E. Elliott, Wilma Scott Heide, Carolyn Watkins Marsh

Associated Faculty and Staff — Joyce Bennett, Jeanne Col, Barbara Eibl, Nancy Ford, Barbara Hayler, Mary Klindt, Pat Langley, Alma Lowery-Palmer, Carole Fee McHugh, Phyllis Walden

Women's Studies seeks to enable students to develop a cognitive and affective understanding of women in society in the past, present, and future. Focusing on women's experiences and perspectives, Women's Studies creates a new dimension in the education of women and men which has implications well beyond the walls of the University. A special concern is to help women expand their abilities to function in and modify society, through an integration of personal, intellectual, and action orientations.

Since our philosophy is to incorporate feminist perspectives throughout the University curriculum, we draw from and develop Women's Studies courses within other programs whenever possible. Many of the courses in the Women's Studies Sequence are interdisciplinary and most are jointly listed with other programs. In addition, several of the Public Affairs Colloquia offered each semester are of interest. One such course sponsored by the committee, “Implications of Feminism and Racial Justice,” focuses on the personal and public implications of feminism and racial justice for everyday life.

All Women's Studies courses may be taken as electives, and some may be taken to fulfill program requirements. In addition, students may pursue a self-designed M.A. degree relating to Women's Studies, through the Individual Option Program. Women's Studies faculty will assist students in planning a course of study, as well as in identifying experiential learning opportunities. Undergraduate students may choose Women's Studies courses as a sequence to supplement their major area of study.

Beyond sponsoring academic courses relating to women, the Women's Studies Committee acts as a catalyst for the conduct of public affairs research concerned with women. In addition, many non-credit activities are offered, including workshops, speakers, and social and cultural events. The committee seeks to provide a flexible and supportive environment for women and men who are continuing their education.

Course Offerings

Because of their breadth, integrative potential, interdisciplinary focus, and development of important skills, a small core of courses is recommended as central to the newly emerging discipline of Women's Studies. They include traditional courses as well as tutorials and field projects. These offerings are supplemented by a variety of courses which originate in other programs and are listed jointly with Women's Studies.

Women's Studies/Course Descriptions

Core Courses
WMS 401 Women's Horizons and Visions: Introduction to Women's Studies (4 Hrs.)
A multidisciplinary introduction to women's studies which explores the many issues raised by movements for women's liberation and the possibilities created by feminist perspectives.
WMS 402 Women's Resources: Interdisciplinary Library Research (2 Hrs.) Introduction to search procedures and materials especially relevant to interdisciplinary library research on women. Special documents, collections, archives, etc. Recommended as companion to other courses involving library research projects on women. See SOA 417.

WMS 404 Minority Women of the U.S.A. (4 Hrs.) Explores minority women's feminist perspectives in U.S.A. Examines how racism and sexism create double jeopardy for U.S. women of color, and common and unique aspects of minority and majority women's experiences.

WMS 411 Feminist Theories (4 Hrs.) Explores connections between a variety of feminist perspectives (such as radical, socialist, liberal, libertarian, and anarchist) and traditional political philosophy. Indentification and reformulation of disciplinary models where feminist theory is most needed and theory building in areas which fall between traditional disciplines, such as models of power and oppression. See SOA 408.

WMS 412 Feminist Practice (4 Hrs.) Examines feminist models of organizational structure, dynamics, and plans for and operations of organizational change. Develops skills in organizing and working in groups, such as networking, coalition building, goal setting, decision making, and feminist processes.

WMS 460 Special Topics in Women's Studies (2-8 Hrs.) Study of selected topics in women's studies, to be announced each time course is offered. May be repeated for credit, but topics must differ.

WMS 461 Women's Studies Practicum (2-4 Hrs.) Group or individual experiences in research or community action projects relating to women. Projects designed jointly by students and faculty. Regular participation in colloquium, practicum journal, and research paper/project report.

WMS 480 Independent Study in Women's Studies (2-8 Hrs.) Variable credit, individually arranged tutorial on special issues in women's studies.

General Courses

WMS 421 Philosophy and Women (4 Hrs.) Perspectives on women from the Western philosophical tradition. Paradigms of philosophical inquiry from several historical periods and their impact on thinking about women. Selected writings by contemporary feminist philosophers and their contributions to philosophical inquiry. See PHI 421.

WMS 423 Counseling Women (4 Hrs.) Examination of specialized biological, psychological, and social issues which affect women. Exploration of theoretical assumptions, counseling practices, and process variables which may apply differently to or affect women in counseling therapy. Indentification of skills facilitative to women in general and to particular subgroups of women. See CFC 423 and HDC 423.

WMS 446 Family Law (4 Hrs.) Law that affects the family. Topics include divorce, child custody, parental control, and neglect laws. See LES 446, HDC 446, and SOA 454.

WMS 447 Law and Literature (4 Hrs.) Study of the trial as metaphor: human nature and the state; the idea of property; and the nature of justice through novels, prose, drama, and other literature. See LES 456.

WMS 449 Nondiscrimination Laws in Employment (4 Hrs.) Development and implementation of nondiscrimination laws in employment, including hiring, firing, promotion, terms and conditions, benefits, and pay. Focus on protective labor laws, veterans preference, harassment, due process requirements in employment. See LES 449.

WMS 452 Sociology of Gender (4 Hrs.) Analysis of creation, maintenance, and enforcement of female and male roles. Socialization processes, cultural definitions, major social institutions, and structured social inequality. See SOA 452.

WMS 453 Women and Culture (4 Hrs.) Investigates the roles of women from an evolutionary and cross-cultural perspective. Includes examination of women's roles in tribal, peasant, industrial and developing societies. See SOA 453.

WMS 455 Feminist History: The U.S. Then and Now (2 to 4 Hrs.) Deals with issues and themes (production, reproduction, socialization, and women's movements) from colonial times to the present. A self-paced course which emphasizes thinking skills and writing interwoven with content. See HIS 455.

WMS 456 Human Sexuality (4 Hrs.) Exploration of knowledge and values toward issues of human sexuality with emphasis on sociological content, personal growth, and professional development. Format includes lectures, film presentations, and small group discussions. See CFC 456, HDC 456, and SOA 456.
WMS 457 Women's History: Alternative Perspectives on the Past (4 Hrs.)
Exploration of women's history in England, Russia, China, Vietnam and U.S., with survey of areas in which conventional historical insights and methods need reinterpretation. See HIS 457.

WMS 475 Women's Revolution in China (4 Hrs.)
Examination of past and present roles and status of women in urban and rural society. Covers changes in expectations and reality as traditional Chinese social, economic practices were revolutionized by impact of the West and by political forces emerging within an often turbulent history. Offered as a self-paced module when not scheduled as a regular course. See HIS 475.
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