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Suffolk University Academic Catalog and Handbook, College of Arts and Sciences and School of Management, 2003-2004

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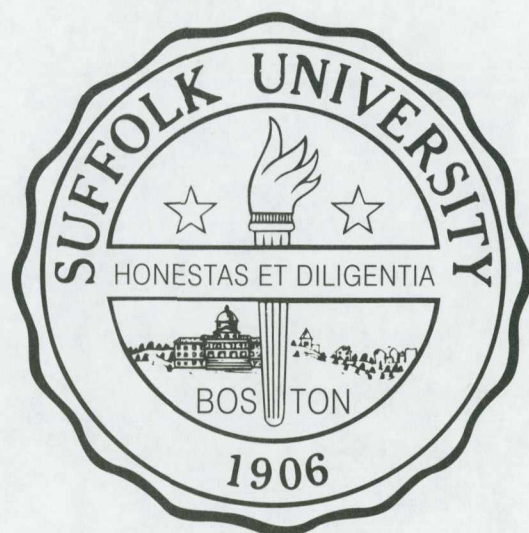
UNIVERSITY

2003-2004

ACADEMIC CATALOG



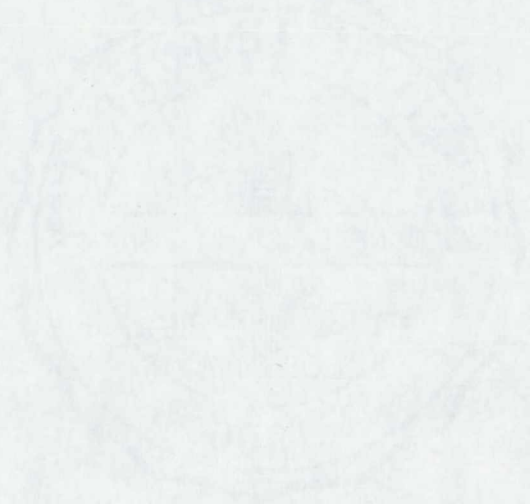
College of Arts and Sciences
Sawyer School of Management



Suffolk University

Undergraduate and Graduate Academic Catalog
2003-2004

College of Arts and Sciences
Sawyer School of Management



This Catalog presents the offerings and requirements in effect at the time of publication. The University reserves the right to withdraw or modify the courses of instruction at any time. Announcements are subject to change and do not constitute an agreement or contract.

Suffolk University

College of Arts and Sciences Frank Sawyer School of Management

Undergraduate and Graduate Catalog

Suffolk University does not discriminate on the basis of race, color, national origin, religion, sex, age, disability, sexual orientation, Vietnam-era or disabled veteran status in its employment, admission policies, or in the administration of operation of, or access to its academic and non-academic programs and policies. It does not discriminate on the basis of disability in violation of Section 504 of the Rehabilitation Act of 1973. Inquiries regarding disabilities and Section 504 of the Rehabilitation Act of 1973 may be directed to the appropriate coordinator:

Students and applicants in College of Arts and Sciences and Frank Sawyer School of Management – Dean of Students, Ridgeway 317, (617) 573-8239, TDD 557-4875.

Students, employees, faculty and applicants in the Law School – Director of Administration and Budget, Sargent Hall 410D, (617) 573-8159.

Faculty and faculty applicants in College of Arts and Sciences – Dean of the College, Donahue 134, (617) 573-8265.

Faculty and faculty applicants in Frank Sawyer School of Management – Dean of the Sawyer School, Sawyer 839, (617) 573-8300.

Other employees and applicants for employment – Director of Human Resources, One Beacon Street, 25th Floor, (617) 573-8415.

Inquiries regarding Title IX and other federal and state non-discrimination legislation may be directed to the Director of Human Resources, One Beacon Street, 25th Floor, (617) 573-8415.

TABLE OF CONTENTS

| | | | |
|---|----------------|--|------------|
| About Suffolk University | 6 | University Calendar | 503 |
| Tuition and Fees | 13 | Campus Map and Directions | 510 |
| Undergraduate Admissions | 17 | Index | 513 |
| Financial Aid | 20 | | |
| University Policies and Procedures..... | 28 | | |
| Madrid Campus..... | 39 | | |
| Dakar Campus..... | 43 | | |
| International Programs | 46 | | |
| Academic Resources | 49 | | |
| Student Resources | 53 | | |
| COLLEGE OF ARTS AND SCIENCES | | | |
| Undergraduate Studies | 60 | | |
| Degree Programs | 66 | | |
| Degree Requirements | 67 | | |
| Undergraduate Program Offerings | 85 | | |
| <i>(listed alphabetically by department)</i> | | | |
| New England School of Art and Design at Suffolk University | 264 | | |
| CAS Graduate Programs | 294 | | |
| Graduate Program Offerings | 297 | | |
| <i>(listed alphabetically by degree)</i> | | | |
| SAWYER SCHOOL OF MANAGEMENT | | | |
| History, Mission, Advantage | 366 | | |
| Undergraduate Programs | 368 | | |
| Graduate Programs | 405 | | |
| Graduate Course Descriptions..... | 439 | | |
| SSOM Non-Degree Programs | 420 | | |
| Joint Degree Programs | 462 | | |
| Administration, Faculty and Committees | 479 | | |

UNIVERSITY PROFILE

Degrees

College of Arts and Sciences

Undergraduate: A.A., A.S., B.A., B.F.A., B.S., B.S.J., B.S.G.S.

Graduate: M.A., M.Ed., M.S., M.S.I.E./J.D., M.S.C.S., M.S.P.S., Certificate of Advanced Graduate Study, Ph.D.

Frank Sawyer School of Management

Undergraduate: B.S.B.A., B.S.B.A./M.B.A., B.S.B.A./M.S.A., B.S.B.A./M.S.T., B.S.B.A./J.D.

Graduate: M.B.A., M.P.A., M.P.A./M.S., M.P.A./M.S.C.J., M.P.A./M.S.P.S., M.S.F., M.S.F.S.B., M.S.A., M.S.T., M.H.A., M.S.P.M., J.D./M.B.A., J.D./M.P.A., J.D./M.S.F.

Postgraduate: Advanced Professional Certificate of Advanced Study in Public Administration

Advanced Professional Certificate of Advanced Study in Business Administration

Certificate Program for Advanced Study in Finance

Graduate Diploma in Professional Accounting

Advanced Certificate in Taxation

Accreditation

Suffolk University is accredited by the New England Association of Schools and Colleges, Inc.; AACSB International – The Association to Advance Collegiate Schools of Business; the American Chemical Society; the American Bar Association; National Association of Schools of Public Affairs and Administration and the Association of American Law Schools. Specified programs in Education have been approved by the State Department of Education for inclusion in the reciprocity privileges of the Interstate Certification Compact. The University Counseling Center is accredited by the International Association of Counseling Centers. The New England School of Art & Design at Suffolk University is accredited by the National Association of Schools of Art and Design (NASAD). The Master of Arts, Bachelor of Fine Arts, and Diploma programs in Interior Design at NESADSU are accredited as Professional Level Programs by the Foundation for Interior Design Education Research (FIDER).

Memberships and Affiliations

Suffolk University holds memberships in the AACSB International – The Association to Advance Collegiate Schools of Business; American Association of Colleges for Teacher Education; American Bar Association; American College Personnel Association; American Council on Education; American Library Association; American Society for Information Science; Association for Continuing Higher Education; Association of American Law Schools; Association of Governing Boards; Association of Independent Colleges and Universities of Massachusetts; Boston Athenaeum; Boston Museum of Science; College Entrance Examination Board; College Scholarship Service, Inc.; Cooperative Education Association; Fenway Library Consortium; International Association of Counseling Services; Massachusetts Bay Marine Studies; Consortium, Inc.; Massachusetts Marine Educators, Inc.; Museum of Fine Arts; National Association for Campus Activities; National Association of Schools of Public Affairs and Administration; New England Aquarium; North American Association of Summer Sessions; Ocean Research and Education Society; Special Libraries; United States Association of Evening Students; and WGBH Education Foundation.

Location

The University is centrally located in Boston on Beacon Hill, adjacent to the Massachusetts State House. It is accessible to public transportation and is within easy walking distance of numerous public parking facilities. Six additional campus locations include Cape Cod, Dean College, Madrid, China, Senegal, and Merrimack College.

The College also maintains the Robert S. Friedman Field Station, Cobscook Bay, Edmunds, Maine.

See location guide at the end of this catalog.

Libraries

| | |
|--|-------------------|
| Sawyer Library | 105,000 volumes |
| Microtexts | 125,000 volumes |
| Periodical Subscriptions | 900 |
| Law Library | 173,620 volumes |
| Microtexts | 44,923 volumes |
| Serial Subscriptions | 5,628 |
| Collection of Afro-American Literature | 4,000 volumes |
| Fenway Library Consortium | 2,600,000 volumes |

Faculty

| | <i>Full Time</i> | <i>Part Time</i> |
|-----------------------------|----------------------|----------------------|
| College of Arts & Sciences | 120 | 157 |
| Sawyer School of Management | 70 | 87 |
| Law School | 64 | 64 |

Finances

| | |
|------------------|---------------|
| Endowment | \$51,000,000 |
| Plant Assets | \$141,000,000 |
| Operating Budget | \$127,000,000 |

Financial Aid

| | |
|------------|--------------|
| Federal | \$2,685,786 |
| State | \$1,238,934 |
| University | \$7,650,817 |
| Loans* | \$20,219,401 |

Over 73% of all full-time undergraduate students receive some form of financial assistance – loans, work-study, or scholarships. Priority is given to students in need of financial assistance who file in a timely manner.

**includes federal, state, and institutional loans*

Athletics

Members of N.C.A.A., E.C.A.C., N.E.C.A.C., and M.A.I.A.W., G.N.A.C.

Intercollegiate Competition for men in Baseball, Basketball, Cross-country, Ice Hockey, Golf, Soccer and Tennis.

Intercollegiate Competition for women in Basketball, Cross-Country, Tennis, Softball, and Volleyball.

Intramural Competition in Basketball and Volleyball.

Aerobic and Yoga classes are offered.

SUFFOLK UNIVERSITY

History Founded to overcome barriers of income and discrimination, Suffolk University has a proud history of enabling its students to become honored members of the academic community, the business world, the professions of accounting, public service, health, law and the judiciary. In 1906, Gleason L. Archer founded Suffolk Law School to make knowledge of the law available to those denied access to a legal education by virtue of social class, religion or income. Archer had come to Boston from rural Maine to study law. He subsequently sought to provide an opportunity for other working students to study law. The response was enthusiastic, eventually prompting him to initiate other programs.

The College of Arts and Sciences, founded in 1934, was one of the first institutions of higher education in New England at which a student could earn a Bachelor of Arts degree entirely through evening study. The study of sciences was strengthened after the Second World War. There are now seventeen academic departments in the College of Arts and Sciences offering over fifty programs of specialized study including the New England School of Art & Design at Suffolk University. NESADSU was established in March 1996, by joining the New England School of Art & Design and Suffolk University.

The Frank Sawyer School of Management was established in 1937 to provide management education to working students in a part-time format. The Sawyer School of Management is accredited by the National Association of Schools of Public Affairs and Administration (NASPAA) and AACSB International – The Association to Advance Collegiate Schools of Business. The Sawyer School is the **only** school in Boston to achieve special accreditation of its accounting and taxation programs from AACSB International. The Sawyer School's MST program is the **only** AACSB International taxation program accredited by AACSB International in Massachusetts.

The Sawyer School bears the name of Frank Sawyer, a man who is the quintessential example of creative American entrepreneurship. Armed with his intelligence, remarkable business instincts and the highest ethical principles, Frank Sawyer built a corporate empire that today stretches across the world. These

qualities, and the ideals for which they stand, are embedded in the Sawyer School's mission to advance global, accessible, lifelong learning.

Emphasizing pragmatic management education for pre-professional and working students, the School enrolls over 2,100 undergraduate and graduate students. The Sawyer School has attracted a diverse faculty committed to excellence in teaching and research. Unique to higher education, Sawyer School faculty teach both undergraduate and graduate students. Ninety-three percent of the full-time faculty hold doctoral degrees. Over eighty individuals serve as adjunct faculty members. They, along with the Sawyer School's eight Advisory Councils, provide a strong link with professional practitioners in all levels of business and government.

The Sawyer School offers the Bachelor of Science in Business Administration (BSBA) degree with nine majors. Graduate degree programs leading to the Master of Business Administration (MBA) and the Master of Public Administration (MPA) are offered by the Sawyer School, as well as specialized Master's degree programs in Accounting, Finance, Financial Services and Banking, Health Administration, Philanthropy and Media, and Taxation. The Sawyer School also offers a Graduate Diploma in Professional Accounting. Joint Degree programs with Suffolk Law School lead to the JD/MBA, JD/MPA, and the JD/MSF. In addition to the Beacon Hill location, the MBA degree is offered in North Andover at Merrimack College, the BSBA, MBA, and MPA degrees are offered on the Cape at Cape Cod Community College, and the BSBA and MBA degrees are offered in Franklin at Dean College. Suffolk University maintains campuses in Chongching, China; Madrid, Spain; and Dakar, Senegal.

In 2001, Suffolk University graduated the first students from New England's first online MBA program – The Suffolk Online eMBA Program. 2000-2001 marks the 25th anniversary of Suffolk's highly successful Executive MBA Program – the only Saturday-only Executive MBA in New England.

In recent decades, Suffolk University has continually updated and expanded its curriculum and buildings to fulfill its commitment to respond to the changing needs of its students and to new developments in various fields of study.

The Campus Suffolk University is located in the very heart of Boston, on Boston's historic Beacon Hill, near the center of the financial and business districts of downtown Boston and the seat of both state and city governments. Suffolk University maintains campuses in Madrid, Spain, Chongqing, China and Dakar, Senegal and offers programs on Cape Cod, Massachusetts, Franklin, Massachusetts, North Andover, Massachusetts, France and the Czech Republic. The Robert S. Friedman Field Station for teaching and research in marine biology and other disciplines is located on forty acres fronting Cobscook Bay in Edmunds, Maine.

Throughout its history, Suffolk University has sought to establish linkages with the business, public service, and legal communities which have reciprocated generously with financial support, internships, cooperative education positions, research opportunities, adjunct faculty, professional advice and placements for graduates.

Mission Statement **Suffolk University**

Suffolk University is a private urban university which welcomes and remains accessible to people from the widest possible variety of backgrounds, educating the members of its community to live in a diverse society and to appreciate the richness of various cultures. It is the Institution's tradition, and remains its practice, to provide academic services for people of various levels of preparation and ability, and programs of sufficient depth and academic quality to stimulate the most able. The University maintains a challenging yet supportive environment for motivated and capable students, offering them a quality education at a reasonable cost. To respond to the evolving needs of today's world, Suffolk furnishes a variety of cross-cultural and international experiences in which diversity and excellence are inextricably interdependent.

Suffolk University places students at the center of its efforts and value structure, and emphasizes academic excellence through teaching, based on the application of theory and research to practice and public service. Located on Beacon Hill in the center of Boston, one of the world's academic and cultural meccas, the University takes advantage of its urban setting, its location at the hub of New England's business, government, and non-profit community, its proximity to federal and state court houses and administrative agencies, and its situation adjacent to the Massachusetts State House, to educate students from the northeastern United States and from across the nation, as well as international

students. In keeping with its historic mission of serving as many constituencies as possible, the University offers day and evening programs at both the graduate and undergraduate levels throughout the year, and is strongly committed to continuing education, with day-long and year-round scheduling flexibility, and complete credit equivalency between day, evening and summer programs.

UNIVERSITY GOALS

In order to respond to the above mission statement, Suffolk University has formulated the following goals, toward which are directed the efforts of all divisions of the University.

- **COMMUNITY AND COMMUNICATION:** Work to strengthen the University's commitment to a genuine community of student and faculty learners, mutually supportive and mutually respectful. Improve communication, collaboration, and a sense of shared vision across the university.
- **DIVERSITY:** Develop a campus that reflects the cultural pluralism of the United States and world societies in its students and personnel demographics, its curricula, and its co-curricular programs. Treat diversity among campus members and the attainment of broad cultural awareness as essential to strengthening educational excellence at the University.
- **QUALITY:** Provide relevant, high quality education and personalized instruction that is responsive to the needs of the University's various constituencies, while upholding the institution's academic standards.
- **IMAGE:** Continue to strengthen the University's external image and visibility to reflect its substantive achievements in quality (of teaching, learning, and scholarship) and in a variety (of programs, curricula, enrollment, and University personnel). Broaden the external image of the University so that it is recognized for its quality, programs, its personal attention to its students' needs, and its cultural diversity.
- **FINANCIAL:** To assure ongoing financial stability by reducing the University's dependency on tuition revenues, while stabilizing and increasing enrollment in appropriate areas and developing non-tuition sources.
- **FACILITIES:** To improve and expand University facilities required to support continued, enhanced education, quality and diversity, with a comprehensive vision that reflects the needs of all the University's academic units and constituencies.

Diversity Policy Statement Suffolk University has given a high priority to creating a truly multicultural, multiracial, gender-balanced community receptive to cultural diversity. The future vitality of Suffolk and other urban universities depends on their ability to be responsive to and provide a welcoming climate for people of many cultures.

As part of Suffolk's efforts to reach this goal, the University strives to create and actively promote a welcoming and supportive environment in order to recruit, hire, retain and support a culturally diverse faculty and staff. University policies and procedures concerning faculty and employees' development are structured to encourage such diversity. Likewise, the University strives to actively recruit and retain a widely diverse student body. Faculty and employees are encouraged to actively promote such diversity and to foster a welcoming environment for all. Efforts to achieve those goals will be favorably considered in evaluations.

The University is also committed to creating and maintaining educational curricula in each of its schools that incorporate the values of a multicultural and diverse community and that reflect the pluralism of the United States and the world society. This commitment is congruent with the University's stated mission to prepare and educate men and women to be future leaders and citizens who can function effectively in an evolving, pluralistic and increasing diverse society.

The University further seeks to ensure that student support services, academic support services and co-curricular programs at Suffolk University are sufficiently diverse to meet the needs of a multicultural student body. Alumni activities and community networks will also be utilized to promote the goals of diversity.

The Law School Mission Statement – provides educational opportunities and programs designed to graduate informed, ethical and effective legal practitioners who are capable of positively influencing the profession and the larger society. It does so by means of a curriculum that is grounded in a strong central core of courses that provide an exposure to major fundamental areas of law (torts, contracts, civil procedure, criminal law, property, constitutional law). This learning is expanded through extensive elective courses in areas ranging from international law to federal taxation, estate planning and public interest law, and is complemented by numerous clinical programs, internships and advocacy programs and competitions. The publication of two nationally

recognized law reviews makes a significant contribution to the development of legal thought and scholarship. These programs provide students with a practical understanding of the law and the legal profession. The law school offers both day and evening divisions that are accredited by the American Bar Association and the Association of American Law Schools. An essential aspect of the School's mission is service to the community and advancing the legal profession.

The College of Arts and Sciences Mission – has as its credo that liberal learning prepares students of all ages and backgrounds to live more fulfilling lives, to appreciate and contribute to the communities of which they are members and to reach their ethical, personal, intellectual and financial goals. To help its students maximize their potential, the College emphasizes critical and analytical thinking through a rigorous "success skills" undergraduate core program in written and oral communication, computing, analyzing and integrating. Faculty scholarship supports diversified liberal arts concentrations available in the humanities, the natural sciences and the social sciences, along with graduate programs in several fields, most offering career-related or professional program tracks and practical experience on or off campus.

The Sawyer School of Management Mission – is centrally located in Boston, Massachusetts, and operates worldwide. It is dedicated to the advancement of global, accessible, lifelong learning. We provide opportunity and exceptional value and service in a customer-intimate environment, while maintaining high academic standards and quality in our programs, teaching, and research. We are fully committed to our core values, and to continuous monitoring and improvement of our core competencies and products.

Beacon Hill Institute for Public Policy Research

Executive Director: David G. Tuerck

The Beacon Hill Institute for Public Policy Research conducts an educational program on public policy issues, with emphasis on state and local government in Massachusetts. The institute performs research and analysis on public policy issues using economic models and data bases that incorporate state-of-the-art statistical, mathematical and computer methods. Its programs and publications are available to interested citizens, policy makers and opinion leaders. The institute welcomes expressions of interest from students wishing to conduct research on public policy issues. The institute's

offices are located at 15 Court Square, 9th floor, Boston, MA 02108. Telephone, 617-573-8750; e-mail, bhi@beaconhill.org; website: www.beaconhill.org.

The Center for Management Development

Director: Peter J. Nowak

The mission of the Center for Management Development at Suffolk University is to design and present a variety of programs in the areas of professional development. The faculties of the School of Management, College of Arts and Sciences and the Law School of Suffolk University as well as consultants and industry practitioners are instructors in these programs, bringing expertise and a rich variety of experience to the classroom.

Successful training and development programs improve human performance in the workplace. This can be measured as increased productivity, more effective managerial skills leading to higher employee retention rates, and cost saving practices experienced either in product or performance improvement. All of these translate to an increased bottom line.

It is our goal to provide programs which serve these needs through seminars, workshops, conferences, and certificate programs. To date we have conducted over 50 public seminars and workshops, several dozen custom-designed programs for companies and five intensive business management certificate programs for business executives from other countries.

C. Walsh Theatre

Director: Marilyn Plotkins

General Manager: Jim Kaufman

Theatre Coordinator: Colleen Rua

Technical Director: Don Curioso

Assistant to the Technical Director: Wayne Chin

Administrative Assistant: Matthew Finn

The **C. Walsh Theatre** is the home of Suffolk Student Theatre, Boston Music Theatre Project, and a vibrant venue for professional performing arts in Boston. Students have close contact with esteemed and emerging performing artists. Emmanuel Music and Collage New Music are world-class ensembles in residence at the University. The Theatre Department's long-standing relationship with the American Repertory Theatre brought their premier of David Mamet's *The Cryptogram* to the C. Walsh Theatre. That production went on to win an Obie Award, New York's off-Broadway honor for best new American play. The Theatre Department also recently sponsored *Requiem for Srebrenica*, a production that went on to receive critical acclaim during its run at the Brooklyn Academy of Art's prestigious New Wave Festival. **The Studio Theatre** is a new, intimate black box performance space ideal for student workshops and experimental theatre productions.

GIFTS AND BEQUESTS

As a private university, Suffolk relies upon gifts and bequests to strengthen the University's general endowment, establish scholarships for students, ensure competitive salaries for faculty, enrich library collections, and provide for the maintenance of buildings and facilities.

Gifts and bequests may be made outright, restricted or unrestricted. They may be in the form of cash, securities, and real or personal property. Gift opportunities also include life insurance, annuities, charitable trusts and other similar plans, which provide income to the donor, along with certain tax benefits.

Named, endowed funds may be created to honor or memorialize an esteemed person, family member or the donor.

Bequests

Bequests help ensure that the University continues its tradition of providing high quality educational programs and personal attention to its students. The following forms are provided as suggestions. They should be adapted or rewritten by legal counsel to fit the donor's individual situation.

If desired, bequests may be designated for a specific purpose. When a particular use is intended, the donor is encouraged to consult with University officers to ensure that the gift serves the purposes of the University.

General

I give, devise and bequeath to Suffolk University, a Massachusetts non-profit corporation located in Boston, Massachusetts, [insert dollar amount, description of property, or percentage of the estate], as an unrestricted gift for its general purposes.

Residuary

I give, devise and bequeath to Suffolk University, a Massachusetts non-profit corporation located in Boston, Massachusetts, all remaining property owned by me at my death, both real and personal, and wherever situated, as an unrestricted gift for its general purposes.

Contingent

If any one or more of the above-named persons fails to survive me, then I give, devise and bequeath to Suffolk University, a Massachusetts non-profit corporation located in Boston, Massachusetts, as an unrestricted gift for its general purposes, all of the property, real or personal, which such person(s) would have received had such person(s) survived me.

Bequest for Endowment

I give, devise and bequeath to Suffolk University, a Massachusetts non-profit corporation located in Boston, Massachusetts, [insert dollar amount, description of property, or percentage of the estate] to be designated and held as a separate fund under the name [name of endowment fund], but with the right of commingling for investment purposes with other funds held by said corporation, the income to be used for the general purposes of said University.

Suffolk welcomes inquiries about any of these opportunities and will provide full information upon request. Please contact Marc Cregan, Major Gifts Officer, College of Arts and Sciences, (617) 305-1905; or Jim Theriault, Director of Gift and Estate Planning, Office for Advancement, (617) 573-8441; Suffolk University, 8 Ashburton Place, Boston, MA 02108-2770.

TUITION AND FEES

Financial Information

Tuition – 2003-2004

Tuition charges are based on (1) the number of courses carried and (2) whether the student is in the undergraduate or graduate program. Any additional credits will be charged at the excess tuition rate.

Full-Time Course Load

Full-time undergraduate students may be enrolled in 12 to 17 credit hours per term, day or evening, with the 16th and 17th credits allowed as labs only. Graduate students enrolled in 12 credit hours (9 credit hours for MSCS) per semester will be considered full-time students.

| | <i>Semester</i> | <i>Year</i> |
|------------------------------|-----------------|--------------|
| Undergraduate | \$ 9,335.00 | \$ 18,670.00 |
| NESAD SU Diploma | 8,515.00 | 17,030.00 |
| BSBA/JD* | 9,335.00 | 18,670.00 |
| MBA, MBA/H | 11,350.00 | 22,700.00 |
| Global MBA | 13,425.00 | 26,850.00 |
| MSA | 11,350.00 | 22,700.00 |
| MST | 11,350.00 | 22,700.00 |
| MPA, MHA | 9,430.00 | 18,860.00 |
| MED, MS, CHR | 8,053.00 | 16,106.00 |
| MC, MSPS | 8,874.00 | 17,748.00 |
| GDPA, MST, MSA | 11,350.00 | 22,700.00 |
| MSCJ | 8,800.00 | 17,600.00 |
| MSCS** | 7,070.00 | 14,140.00 |
| MSCS – FOUNDATIONS** | 5,751.00 | 11,502.00 |
| Ph.D. Psych. | 11,830.00 | 23,664.00 |
| Ph.D. Economics** | 7,749.00 | 15,498.00 |
| MSIE, MSEP | 9,150.00 | 18,300.00 |
| MAID Masters Interior Design | 8,415.00 | 16,830.00 |

- Full-Time CAS Graduate Students (12 credits only)
- Full-Time SOM Graduate Students (12–15 credits)
- Full-Time Undergraduate Students (12–15 credits, 16+17 for labs only)

*9,935.00 when matriculating in Sawyer School of Management and Law Day rate when matriculating in Law School.

**maximum 9 credits full-time

Excess Course

| | <i>Per Credit</i> | <i>Per 3 Credit Course</i> |
|--------------------|-------------------|----------------------------|
| Undergraduate | \$622.00 | \$ 1,866.00 |
| MBA | 756.00 | 2,268.00 |
| MPA | 628.00 | 1,884.00 |
| MSF | 827.00 | 2,481.00 |
| MSFSB | 827.00 | 2,481.00 |
| MSA | 756.00 | 2,268.00 |
| MST | 756.00 | 2,268.00 |
| MHA | 628.00 | 1,884.00 |
| GDPA | 756.00 | 2,268.00 |
| MC | 739.50 | 2,218.50 |
| MED | 671.00 | 2,013.00 |
| MS | 671.00 | 2,013.00 |
| CHR | 671.00 | 2,013.00 |
| MSPS | 739.50 | 2,218.50 |
| MSIE | 762.50 | 2,287.50 |
| MSEP | 762.50 | 2,287.50 |
| MSCS | 786.00 | 2,358.00 |
| MSCS – FOUNDATIONS | 639.00 | 1,917.00 |
| MSCJ | 733.00 | 2,199.00 |
| MSID | 701.00 | 2,103.00 |
| CAGS/PS | 739.50 | 2,218.50 |
| Ph.D. Psych. | 986.00 | 2,583.00 |
| Ph.D. Economics | 986.00 | 2,583.00 |

Executive MBA.....\$ 2,838 per 3 credit course

APC\$ 2,268 per 3 credit course

CASPA.....\$ 1,884 per 3 credit course

Part-Time

Part-time students carry 1 to 3 courses per term, 11 semester hours maximum.

| | <i>Semester Hour</i> | <i>3 Credit Course</i> |
|----------------------|----------------------|------------------------|
| NESAD Diploma | \$ 447.00 | \$ 1,341.00 |
| NESAD Certificate | 360.00 | 1,080.00 |
| Certificate Programs | 492.00 | 1,476.00 |
| Undergraduate | 492.00 | 1,476.00 |
| MBA | 756.00 | 2,268.00 |
| MPA | 628.00 | 1,884.00 |
| MSF | 827.00 | 2,481.00 |
| MSFSB | 827.00 | 2,481.00 |
| MSA | 756.00 | 2,268.00 |
| MST | 756.00 | 2,268.00 |
| MHA | 628.00 | 1,884.00 |
| GDPA | 756.00 | 2,268.00 |
| MC | 663.00 | 1,989.00 |
| MED | 600.00 | 1,800.00 |
| MS | 600.00 | 1,800.00 |
| CHR | 600.00 | 1,800.00 |
| MSPS | 663.00 | 1,989.00 |
| MSIE | 700.00 | 2,100.00 |

| | | |
|---------------------|--------|----------|
| MSEP | 700.00 | 2,100.00 |
| MSCS* | 786.00 | 2,358.00 |
| MSCS – FOUNDATIONS* | 639.00 | 1,917.00 |
| MSCJ | 642.00 | 1,926.00 |
| MAID | 629.00 | 1,887.00 |
| POST BACC Program | 492.00 | 1,476.00 |
| CAGS/PS | 663.00 | 1,989.00 |
| Ph.D. Psych. | 861.00 | 2,583.00 |
| Ph.D. Economics | 861.00 | 2,583.00 |

Executive MBA.....\$ 2,838 per 3 credit course

Online eMBA.....\$ 2,268 per 3 credit course

* maximum 9 credits full-time

Graduate Human Resources Certificate (non-academic credit)

| Per CEU | Per Course (4 CEUs) |
|---------|---------------------|
| \$110 | \$440 |

Joint Degree Programs are charged on a per credit basis as follows:

| | | | |
|---------|------------|----------|----------|
| JD/MBA | \$1,029.00 | CJ/MPA | \$660.00 |
| JD/MPA | 942.00 | CJ/MHC | \$645.00 |
| JD/MSIE | 962.00 | MSPS/MPA | \$645.00 |
| JD/MSF | 1,014.00 | MHC/MPA | \$614.00 |
| JD/MSJ | 963.00 | | |

Graduate Students Be Aware!

Graduate Students taking courses outside of their program always pay their program rate rather than the program rate of the courses they are taking.

There are two exceptions: MSF and Executive MBA. Any student taking classes in these programs will pay the increased rate.

Meals are included in the MSF rate. Meals and books are included in the Executive MBA rate.

Mandatory Fees (per semester)

Student Activity Fee:

| | |
|-------------------------------|------|
| Undergraduate Full-Time | \$40 |
| Undergraduate Part-Time | \$10 |
| Graduate Full-Time | \$10 |
| Graduate Part-Time..... | \$10 |

Computer Fees for SSOM Majors:

| | |
|-------------------------------|------|
| Undergraduate Full-Time | \$40 |
| Graduate Full-Time | \$50 |
| Graduate Part-Time..... | \$20 |

Bar Dues for Joint Degree Students

| | |
|-----------------|------|
| Full-Time | \$40 |
| Part-Time | \$30 |

Other Fees – When applicable

| | |
|---|-------------------|
| Studio Fee, course designate “S” in course number | \$120 |
| Lab Fee, course designate “L” or “F” in course number | \$30 |
| Make-Up examination (per exam) – must petition Dean of Students | \$10 |
| Petition for readmission (students dropped for academic or other reasons)..... | \$20 |
| Late Registration (within first two weeks of classes) | \$50 |
| Late Registration (after second week of classes) | \$100 |
| Late Registration (after fourth week of classes) | \$150 |
| Deferred Payment Fee (service charge for two installment payments) | \$35 |
| Late Payment Fee | \$50 |
| Returned Check Fee* | \$50 |
| Technology Fee (Online eMBA Program only)..... | \$160 (4 credits) |
| (Online eMBA Program only)..... | \$120 (3 credits) |
| (Online eMBA Program only)..... | \$80 (1 credit) |
| (Online Calculus fee)..... | \$170 (3 credits) |

*Charged for any check returned by our bank.
In addition, if the check is given at Registration and returned, a Late Registration Fee will be assessed and/or the Registration may be cancelled.

Financial Aid

Financial assistance is available to part-time as well as full-time students enrolled in a degree program or a certificate program. Although financial aid is not typically available to non-degree/certificate part-time students, the Financial Aid Office is willing to advise students who are planning to apply for admission to a degree program. You are urged to call the Financial Aid Office at (617) 573-8470 for more information or for an appointment to discuss possible options. Many students receive direct tuition assistance from their employer as an employment benefit. Students should contact their Personnel office or job supervisor for information. Veterans should determine their eligibility from the Veterans Administration in advance of registration.

Tuition Liability

Tuition liability is based on the date that the Withdrawal Form or Leave of Absence Form is received by the Dean of Students or the Drop Form is received by the Office of the Registrar.

Withdrawal Notice, Leave of Absence Form or Drop Form Filed and approved within:

Student is liable for

| | |
|-------------------------------------|------|
| Through second week of classes..... | 0% |
| Third week of classes..... | 50% |
| Fourth week of classes..... | 75% |
| After fourth week of classes | 100% |

For special short courses, workshops and institutes, consult the Office of the Bursar/Student Accounts on the refund policy.

Non-attendance does not constitute official withdrawal or dropping of a course. Tuition is not refunded after the fourth week of class. Reasonable collection costs, including attorney fees will be added to delinquent accounts.

All tuition charges are subject to change by action of the Board of Trustees. Any such change may be made applicable to students already enrolled in the University. Please note that some courses and special institutes have different tuition rates.

The University accepts MasterCard and VISA for the payment of tuition and fees.

Tuition Insurance Plan

As a supplement to the University's Refund Policy we offer an insurance program, **The Tuition Refund Plan** (TRP) through A.W.G. Dewar, Inc. This plan enhances the University's refund schedule and provides more generous refunds throughout the entire term. If you withdraw from classes because of personal, physical illness or accident, this Plan will return 100% of your insured tuition and fees or 60% of your insured tuition and fees if the withdrawal results from a medical psychological illness.

Please contact A.W.G. Dewar, Inc. at (617) 774-1555 or you can access their website at www.collegerefund.com for more information or to apply.

Health Insurance

All students, graduate and undergraduate, taking nine credits or more per semester must have health insurance. Students will be given the option of either enrolling or waiving enrollment in the University-sponsored plan. All international students, regardless of the number of credits, must participate in the University-sponsored plan. Only international students sponsored by their embassies or other government agencies are exempt. Insurance decision cards must be filed with the Health Services department on a yearly basis. Student health insurance is governed by Massachusetts State Law.

Payment Terms Fall 2003

Pre-registration for the Fall Semester occurs during the Spring. No payment for Fall 2003 is due at that time. A tuition invoice will be sent in July 2003 which is due on August 1, 2003. There are three payment options:

- Payment to the Office of the Bursar/Student Accounts in full by 8/1/03.
- Payment of half the invoice balance by 8/1/03. The remainder will be due 11/1/03. A \$35.00 deferred payment fee will be assessed.
- Payment through the Suffolk University Monthly Payment Plan. Arrangements can be made through Academic Management Services (AMS) for 10 interest free installments for an annual, non-refundable \$55 application fee.
- The University reserves the right to require payment in full on any account that has been previously delinquent.

Spring 2004

Invoices will be sent in November with a December 15, 2003 due date. There are three payment options:

- Payment to the Office of the Bursar/Student Accounts in full by 12/15/03.
- Payment of half the invoice balance by 12/15/03. The remainder will be due 3/15/04. A \$35.00 deferred payment fee will be included in the 3/15/04 invoice.
- Payment through the AMS Monthly Payment Plan.

Schedule Cancellation

At the discretion/option of the University, a student's schedule may be cancelled if satisfactory financial arrangements have not been made between the student and the Office of the Bursar/Student Accounts staff.

Method of Payment

All checks and money orders should be made payable to Suffolk University and mailed to the Office of the Bursar/Student Accounts, Donahue Building, 41 Temple Street, Boston, MA 02114.

VISA and MasterCard may be used to pay all tuition and fees. Any credit balance that results from a credit card payment will be reversed back to that card. No refunds will be made by check, regardless of the time between payment and the date of refund.

University Policy on Overdue Accounts

According to University policy, no official transcripts or diplomas will be made available until all financial obligations to the University have been met. In addition, no future registrations will be processed until appropriate clearance from the Office of the Bursar/Student Accounts has been made. Reasonable collection costs, including attorney fees, will be added to delinquent accounts.

Summer Session Tuition 2004

The 2004 Summer Session rates will be charged according to the semester hour. See Part-Time Tuition Rates. No Student Activity Fee is charged for summer sessions.

Loans

Students who plan to use educational loans for their college costs are urged to submit their applications early enough to meet the specified deferred due dates. Funds **NOT** received by the due dates will be assessed a \$35 Deferred Payment Charge. Federal Stafford Loan applications must be on file in the Financial Aid Office by July 1, 2003 for the Fall Semester, and November 1, 2003 for the Spring Semester. Please note, Stafford applications presented at registration will not be accepted in lieu of payment. If the necessary paperwork is not completed with the Financial Aid Office, please be prepared to pay 50% of the tuition charges.

FULL SEMESTER CHARGES WILL BE DEDUCTED FROM THE PROCEEDS OF ALL EDUCATIONAL LOANS.

For students who are pre-registered for the Fall, educational loans that have been processed and approved will be listed on our invoice. Please remember, when calculating the amount owed for the semester, educational loans are disbursed in two (2) installments, one for each semester. Also, a guarantee fee is deducted from the loan by the lender. You will be notified by the Office of the Bursar/Student Accounts when your loan proceeds are received. When applying for loans, please request that the loan proceeds be sent Electronic Funds Transfer (EFT) to expedite the process. Since the University will assume that you will be attending both semesters, any early advances of the second disbursement of educational loans will be credited to the second semester.

Refund Policy

Federal regulations prohibit Suffolk University from holding Stafford and private loan proceeds in excess of 14 days from the first day of school unless specified to do so from the student. If you enroll as a part-time student and intend on adding an additional class(es), you may receive a refund before you add into the class(es). If this is the case, please make proper arrangements to cover the additional charge(s). If you are expecting a refund as a result of financial aid, it will be generated after the fourth week of classes. It is the University's policy to refund monies only if your account is paid in full. No refunds from the proceeds of student loans will be refunded prior to the first day of classes.

Office of the Bursar/Student Accounts Hours

The Office of the Bursar/Student Accounts is located on the third floor of the Donahue Building, 41 Temple Street.

Our regular office hours are: Monday through Thursday 8:45 A.M. – 6:00 P.M. Friday 8:45 A.M. – 3:00 P.M.

Summer Office Hours: Monday through Thursday 8:45 A.M. – 5:30 P.M.; Friday 8:45 A.M. – 3:00 P.M.

Questions should be referred to (617) 573-8407 to speak with a representative in our office, or fax us at (617) 557-4399.

UNDERGRADUATE ADMISSION

Freshmen Freshman applicants are admitted to Suffolk University based on a college preparatory curriculum, SAT I or ACT, and class rank. Extracurricular activities, high school counselor and teacher recommendations, and a personal essay all contribute to the overall evaluation of an admission candidate. It is required that all applicants complete the following: 4 units of English, 3 units of Mathematics (Algebra I and II, Geometry), 2 units of Science (at least 1 Lab Science), 2 units of one Foreign Language, 1 unit of American History, and 4 additional units distributed among other college preparatory electives. Freshmen who select to attend Suffolk University must provide official documentation of high school graduation.

Transfers Transfer applicants are considered for admission based on work completed at accredited two- or four-year colleges or other institutions of collegiate rank. Credit is generally transferable provided that such course work is successfully completed and equivalent to that offered at Suffolk University.*

In the Sawyer School of Management, transfer credit is awarded only for courses equivalent to the Freshman/Sophomore years. Courses not required at Suffolk University until the junior/senior years may qualify for validation credit. The Sawyer School of Management Transfer and Validation procedures are described in the Sawyer School of Management section. Students admitted to the Sawyer School of Management are required to complete at least 50 percent of the business credit hours at Suffolk University.

The last thirty hours in any bachelor degree program must be earned at Suffolk University, including all major and general education requirements. Requirements for specific degrees are listed by major in the undergraduate degree program section. In all cases, students must complete all major and University requirements to qualify for a bachelor degree. This may necessitate completing more than the required hours for graduation.

Part-Time Degree Candidates Part-time applicants are expected to meet the same requirements as full-time degree students.

Continuing and Professional Studies Program (CAPS)

The Continuing and Professional Studies Program is a non-degree continuing education program. A student may register for college courses without formally applying for admission to the University. CAPS students are required to submit an undergraduate CAPS registration form during a designated period. Students interested in enrolling in a bachelor degree program must do so after the accumulation of 30 credit hours.

In the Sawyer School of Management, CAPS students are eligible to enroll in core business courses at the undergraduate level only when all necessary prerequisites have been met. These completed prerequisites must be verified by an official college transcript. All CAPS students registering for Sawyer School courses must have an approved registration form from the Dean of the Sawyer School of Management. A maximum of 30 credits of undergraduate business courses can be taken by CAPS students. In the Sawyer School of Management, students may enroll in MPA courses only. CAPS students may enroll in up to two courses in any CAS graduate program prior to applying for degree status.

International Students The University is authorized under federal law to enroll nonimmigrant alien students. International Students whose primary language is not English must demonstrate proficiency in written and spoken English. Applicants are expected to submit official TOEFL or equivalent scores along with their International Student Application materials. Additionally, all students must file official secondary school records with English translation, or transcripts from each post secondary institution demonstrating course work and grades received. International Students must complete a Confidential Declaration and Certificate of Finance form. This form is available from the Undergraduate Admission Office located at 20 Beacon Street.

Senior Citizens Senior citizens (65 or older) may take tuition-free undergraduate courses at Suffolk on a space available basis. Applicants should consult with the Undergraduate Admission Office for enrollment procedures. A \$40.00 application fee is charged for degree candidates.

**A minimum GPA of 2.5 is required for transfer applicants to be considered competitive for admission.*

Re-Admission to Suffolk University Students re-entering Suffolk University after an absence of one or more years, who left in good academic and financial standing, *must* submit a special re-entry application form to the Admissions Office. Applications can be found on the Internet at www.Suffolk.edu/Admissions/App.html. *Students re-entering the University are required to follow the curriculum that is in effect at the time of re-entry. Any appeals to this policy can be submitted to their respective Dean.* Students who have been academically dismissed must contact their respective Dean's Office.

Graduate Students Refer to the Graduate Section in this catalog.

GED An Equivalency Certificate issued by any State Department of Education may be used in lieu of a high school diploma.

Advanced Placement Credit may be awarded for most College Board Advanced Placement tests. A maximum of six semester hours can be awarded for each exam taken.

College Level Examination Placement Tests (CLEP)

A maximum of 30 semester hours of credit may be awarded for successful completion of the CLEP examinations. A total of 15 semester hours may be given for the five tests in the General Examination. The other 15 hours may be acquired from the subject tests. CLEP credit will not be awarded in the senior year (the last 30 hours of the degree program). Each department in the College of Arts and Sciences determines which CLEP examination may be taken for credit. The Sawyer School of Management also determines which CLEP examination may count toward BSBA degree requirements.

Notification of Acceptance Suffolk University uses rolling admission, notifying the student of the admission decision soon after the applicant's file is complete. Early admission is granted when there is evidence of three years of highly successful college preparatory study and above-average junior year SAT I or ACT scores.

The English Language for Internationals Program

The English Language for Internationals Program (ELI) is an intensive, full-time curriculum of written and spoken American English. The program consists of a series of language skills classes meant to aid students in

improving their English proficiency to the level required for enrollment in an American college/university. The language skills courses are complemented by an ongoing orientation to the academic, social, and cultural aspects of life in the United States.

The ELI Program is offered four times a year. The fall and spring sessions are 14 weeks in duration, while the two summer programs meet for 6 weeks. Instruction is provided at five levels: Low Intermediate, High Intermediate, Low Advanced, and High Advanced and a special Advanced Level for graduate students. Placement into and progression through each level is determined through a variety of assessment tools, including classroom performance, institutional TOEFL tests, and writing samples.

Students may apply either directly to the ELI, or be referred to the program by an Admissions Counselor. Students applying to a degree program who are *academically admissible*, but whose language proficiency is not acceptable, may be offered a conditional admittance, contingent upon successful completion of the ELI Program. Suffolk University reserves the right to make the final determination as to when program requirements have been successfully completed and when a student may qualify for admission to a degree program at a later date.

Admission to the ELI Program requires:

- Official documentation of high school graduation or equivalent
- Proof of level of English proficiency through TOEFL score or equivalent
- Completion of the Confidential Declaration of Finances form

The 2003-2004 tuition for the ELI Program is \$4,740 per 14-week semester, or \$2,370 for a 6-week Summer session. If a student is granted permission to take additional courses for credit, the student must pay the standard per credit rate for those classes.

The ELI Program is located on the second floor of 20 Ashburton Place. Appointments may be arranged by calling (617) 994-4215. For further information about the ELI program, please see the program description in this catalog.

Admission Information Applications for undergraduate admission may be obtained by contacting the Office of Undergraduate Admission, 8 Ashburton Place (the on-campus address is 20 Beacon Street), Boston, MA 02108. Suffolk University is a member of The Common Application and accepts its submission on an equal basis. The Office of Undergraduate Admission is open September through May, Monday through Thursday, 8:45 a.m. to 6:30 p.m., Friday, 8:45 a.m. to 4:45 p.m. as well as Saturdays and evenings by appointment only. Please call for summer hours. Telephone: (617) 573-8460 or 1-800-6-SUFFOL(K). FAX: (617) 742-4291. E-Mail: admission@suffolk.edu. Visit our Web Site at: <http://www.suffolk.edu>. Prospective students are encouraged to visit the campus for interviews and tours and meet with an admission counselor to discuss plans, concerns, transfer or other enrollment issues.

Housing The residence halls at Suffolk University are located at 150 Tremont Street and 10 Somerset Street. Each is a short walk to the academic and administrative buildings. The residence halls have state-of-the-art accommodations with computer hookups, cable and telephone access in each student room. Room options are standard single, double, triple, quads, suite and cluster arrangements. Other resident services include social and lounge space, recreation space, quiet study spaces, an exercise/aerobics center, computer lab, laundry facilities and a resident dining hall. A professional staff as well as student resident assistants manage the residence halls. Additionally, furnished apartments are available to upper class students at 131 Tremont Street. The apartments house two or five students in studio, one-bedroom and two-bedroom options. Each apartment is wired for computer hookups, cable and telephone service. Residence Life personnel staff the apartments. The University on-campus security program extends to the residence halls and apartments providing well-trained professionals on-site 24 hours and visible from a first floor security desk. An escort program for students going to and from the main campus is available during evening hours. The residence halls and apartments house approximately 845 residents.

Six-Year Graduation Rates for New Freshmen (IPEDS Graduation Rate Data)

The Federal Student Right-to-Know Act of 1990 requires an institution participating in any student financial assistance program under Title IV of the Higher Education Act of 1965 to disclose graduation rates to current and prospective students. The rates below have been calculated for each fall's entering class of first-time, full-time, degree-seeking freshmen, and show attainment of a bachelor's degree.

Table 1: Freshmen Who Started in Fall 1996

| | Fall 1996 New Freshmen | # Graduated within 6 Years | 6 Year Graduation Rate |
|--------------|---------------------------|-------------------------------|---------------------------|
| Total | 507 | 236 | 47% |
| Men | 219 | 87 | 40% |
| Women | 288 | 149 | 52% |

FINANCIAL AID

General Information Throughout the history of Suffolk University, it has been general policy to encourage and foster education for students of limited means. Commitment to the goal of keeping higher education affordable is apparent in the University's policy of maintaining tuition costs substantially below those of other private institutions of higher learning in the New England area. Even so, the cost of higher education represents a significant financial burden for many families. Suffolk University offers numerous financial aid programs to help families alleviate this financial burden.

There are four sources of financial aid available at Suffolk University. They are: the federal government, the state government, the University, and private sources. Federal programs include grants, low interest loans, and employment programs. The Commonwealth of Massachusetts awards loans and grants to state residents who demonstrate financial need. The University and private agencies/organizations award scholarships, grants and loans to needy students.

Financial aid awards are made to assist students in financing the cost of education when their personal and family resources are not sufficient. Hence, most funding is awarded on the basis of demonstrated need. The difference between the total cost of education and the total possible family contribution is expressed as the financial need. In general, higher family incomes require greater expected contributions to University costs. Particular family circumstances and student summer and/or part-time earnings also have a bearing on financial need. Suffolk University adheres to the principle that the total amount of financial assistance shall not exceed the student's demonstrated financial need.

Any undergraduate or graduate student enrolled in a degree or certificate program of at least six semester hours of credit may apply for financial aid consideration (students enrolled in only 3 credits per semester may apply for a Federal Pell Grant). Most awards are limited to students enrolled full-time. A student must also be in good academic standing, must be making satisfactory progress, not have defaulted on previous education loans, not have a drug-related conviction, not owe a refund on a Federal Pell, SEOG or SSIG and, if required, be registered with Selective Service. Undergraduate aid applicants are required to apply for Pell Grant and state scholarship consideration. International students are ineligible for all forms of

federal and state financial aid. However, international students may apply for all university funded employment programs.

Financial aid awards usually are granted for an academic year of study, September through May. One-half of the amount of aid granted will be credited to the student's tuition account in the fall semester and one-half in the spring semester. Awards are often offered as a "package," i.e., some combination of the three kinds of aid (grants, loans, and employment).

Applicants must reapply for funding each year and can generally expect to receive the same level of funding (although the composition may change) providing:

- a) University funding levels remain the same
- b) Application deadlines are met
- c) Need levels remain the same
- d) Satisfactory academic progress is maintained
- e) Enrollment status remains the same

Applicants have the right to appeal a decision and should contact the Office of Financial Aid for further details on the appeal procedure.

Satisfactory Progress Policy

Suffolk University students must be making satisfactory academic progress in order to qualify for any form of financial assistance (grants, scholarships, loans or employment). Satisfactory progress is evaluated at the end of each academic term by the Financial Aid Office in conjunction with the Academic Standing Committee of each school. Academic progress requirements stipulate the following:

- a) Students attempting up to 59 credits are required to maintain a cumulative grade point average of at least 1.8.
- b) Students attempting 60 to 123 credits are required to maintain a cumulative GPA of at least 2.0.
- c) Transfer students are required to maintain at least a 1.8 cumulative GPA for up to 29 credits attempted at Suffolk. Transfer students attempting 30 credits or more must achieve a cumulative GPA of at least 2.0.
- d) Graduate students are required to maintain a minimum grade point average of 3.0.

e) Students are not only required to maintain minimum GPAs, but also must successfully complete at least 75% of the credits they attempt. For example a student who has registered for 60 credits would be required to have successfully completed at least 45 credits. I, W, L, NG, Pass and Fail grades will be included in the determination of completion rate. Courses in which grades of NG or Pass are received will be counted as successfully completed. Courses in which grades of I, W, L or Fail are received will be counted as not successfully completed. When a student is given a final grade for a course that was previously considered incomplete, GPA and rate of completion will be recalculated. If completion of an incomplete course results in a student meeting satisfactory academic progress (SAP) requirements, they will be considered to have maintained SAP during the semester that the final grade was received.

The Academic Standing Committee and the Financial Aid Office review each student's progress at the end of each semester. Students not meeting the minimum SAP requirements are placed on probation for a period of one semester. Students will continue to receive financial aid during this probationary period. At the completion of the probationary period, the student's progress will again be reviewed. If the student is still not meeting the minimum SAP requirements, he/she will lose eligibility for financial aid.

Students who are found to be ineligible for financial aid due to failure to meet satisfactory academic progress standards will regain their eligibility once satisfactory progress standards have been met but can only be considered for funds available at that time.

In very unusual cases, satisfactory progress standards may be waived if mitigating circumstances prevented the student from meeting the standards. Examples of such circumstances would include illness of the student, or death or illness of a family member. All requests for waiver of the SAP standards must be directed in writing to the Assistant Dean of Enrollment Management. The request must outline the specific reason for the appeal and should include supporting documentation.

STUDENTS WILL BE ELIGIBLE FOR FINANCIAL AID TO COVER EACH FAILED COURSE ONLY ONCE.

NOTE – PROGRAMS DESIGNATED WITH A * REQUIRE FULL-TIME ENROLLMENT; PROGRAMS DESIGNATED WITH A + REQUIRE A SEPARATE APPLICATION.

*requires full-time enrollment

Loans Federal

Federal Direct Stafford Loan Programs+ This loan program is available to **full- and part-time undergraduate and graduate students**. The Federal Direct Stafford Loan program enables students to borrow from, and repay loans directly to, the U.S. Department of Education through its servicing center.

Federal Direct Stafford loans offer a variable interest rate never to exceed 8.25%. It is adjusted each year on July 1. Federal Direct/Federal Stafford loan limits are as follows:

| Grade Level | Dependent Student | Independent Student | |
|------------------|-------------------|---------------------|----------|
| | Sub/Unsub | Sub + Unsub | = Total |
| Freshman | 2625 | 2625 + 4000 | = 6,625 |
| Sophomore | 3500 | 3500 + 4000 | = 7,500 |
| Junior | 5500 | 5500 + 5000 | = 10,500 |
| Senior | 5500 | 5500 + 5000 | = 10,500 |
| Graduate Student | N/A | 8500 + 10000 | = 18,500 |

Please note the **federal government pays the interest on a subsidized loan** while the student is enrolled in school for at least 6 credits, during grace periods and during authorized deferment periods. However, with an **unsubsidized loan, the student is responsible for the interest** while he/she is enrolled in school, during grace periods and during authorized deferment periods. **(During this time, students may either pay the accumulating interest or capitalize the interest.) Capitalization means the unpaid interest is added to the principal balance of the loan. Subsidized Stafford loans are available to those who demonstrate need; unsubsidized Stafford loans are offered to those students who don't meet demonstrated need requirements.**

Maximum Aggregate Loan Limits

| Grade Level | Sub and Unsub |
|-------------------------------|---------------|
| Dependent Undergrad Student | \$23,000 |
| Independent Undergrad Student | \$46,000* |
| Graduate Student | \$138,500*+ |

* Note: the maximum **subsidized** loan amount is \$23,000 for undergraduate study and \$65,500 for graduate study.

*+ includes loans for undergraduate study.

Federal PLUS Loan+ This program is available to **parents of dependent students**. Parents may borrow up to the cost of education less financial aid received. PLUS loans carry a variable interest rate, which will never exceed 9%. It is adjusted each year on July 1. **If the parent of a dependent student is denied the PLUS loan, the dependent student may apply for additional unsubsidized loan**

+requires separate application

funding. (Applications for additional unsubsidized loan funding must be accompanied by a PLUS denial letter.)

Note: Please keep in mind that Stafford and PLUS loans will not be processed for an entering student until he/she has paid the admissions deposit or has registered for the upcoming semester. Loans for a returning student will not be processed until he/she is registered for the upcoming semester. With the exception of Perkins and University-funded loans, most carry origination/processing fees so the amount disbursed will be less than that borrowed.

The Office of Financial Aid recommends students and parents apply early for loans since processing can take up to 4 weeks during peak periods. Additional time may be needed for bank/or guarantee agency authorization. Please note a borrower *must be enrolled* at the time loans are disbursed. If not enrolled when loan proceeds are received by Suffolk University, the funding may have to be returned to the bank/credit agency. Deferment information on all loans is available on the promissory note. Be sure to carefully read all promissory note information when negotiating any loan. Borrowers are reminded loans are generally disbursed in two equal disbursements and fees can be deducted from proceeds.

Federal Perkins Loan Program The Perkins Loan Program is directly administered by the Office of Financial Aid as part of the Federal Campus-Based Aid Programs. Generally a Perkins loan is awarded to a student as part of a total aid package.

The current interest rate for a Perkins Loan is 5%. Repayment starts 9 months after a student ceases to be at least a half-time student. Details on repayment schedules are available in the Office of the Bursar.

Perkins loans are need-based and cannot exceed the following limits:

Undergraduate: \$20,000.

Graduate: Total of not more than \$40,000 for undergraduate and graduate studies.

Full or partial cancellation of a Perkins loan is allowed under certain conditions, i.e., teaching emotionally, economically, and mentally handicapped students; death; or permanent disability; service as a Vista or Peace Corps Volunteer.

**requires full-time enrollment*

University

The President's Incentive Loan/Grant* is an innovative financial assistance program which encourages recipients to graduate. Each award is offered in the form of a loan; recipients are required to negotiate promissory notes. Loans range from \$1,000 to \$1,500 and are renewed each year provided academic progress is maintained. However, when the recipient graduates, all loans are forgiven, thereby converting to a grant. The recipient must repay the loan with interest if he/she withdraws or transfers from the University.

The Suffolk University Low Interest Loan Program offers institutionally funded loans of \$2,500 per year at an interest rate of 5% to students enrolled for at least six credits per semester. Repayment is not required until the student graduates or ceases to be enrolled as a half-time student.

Outside/Alternative

Students/parents interested in additional private loan programs should contact the Office of Financial Aid. Such programs would include M.E.F.A., TERI, CitiAssist and Key.

Loans for International Students

Global Loans offers loans to students who are citizens of 31 different countries. Details are available at www.globalSLC.com.

Scholarships/Grants

Federal

Federal Pell Grant This federal grant is designed to assist undergraduate students. The actual amount a student receives depends on the financial information reported on application forms, length of enrollment during the academic year, and the cost of education. Students enrolled for only 3 credits per semester may apply for a Federal Pell Grant. For 2003-2004 awards ranged up to \$4,050.

Federal Supplemental Education Opportunity Grant This grant program is available to full and part-time undergraduate students with substantial need.

State

MassGrant* Full-time undergraduate students who are legal residents of the Commonwealth of Massachusetts are eligible for MassGrant consideration. The 2003-2004 tentative award schedule ranges up to \$2,300.

Gilbert Matching Grant* This state program is available to full-time undergraduates who are Massachusetts residents.

+requires separate application

University Scholarships

The Alumni Discount*+ is available to legal dependents of Suffolk graduates. To qualify for this \$1,000 award, the student must enroll full-time in an undergraduate program. Discount not available to Suffolk employees.

Archer and Griffin Fellows* May be offered a \$500 renewable merit scholarship. Participants are selected by invitation and not all fellows receive a scholarship. Renewal based on minimum 3.3 GPA for Griffin and 3.0 for Archer.

The Baker & Gordon, P.C., Scholarship A \$1000 scholarship is awarded annually to an Accounting major completing his/her junior year. The scholarship is based on merit.

The Bookstore Scholarship is available to part-time students with need enrolled in evening classes.

Boston Public Schools Scholarship An employment scholarship awarded to incoming freshman who have achieved academic success while attending a public high school system in Boston. Recipients of this scholarship usually work 5-7 hours a week in the Learning Center, assisting the administrative staff with office support and long-term projects. These students also attend a weekly meeting to discuss topics involving leadership, career development, and adjustment to college life. This scholarship is awarded through the Ballotti Learning Center.

The James and Joan Bristol Scholarship is available to junior Accounting students who demonstrate academic promise, scholastic achievement and potential in their future profession.

The Nelson G. and Mary G. Burke Scholarship is available to residents of Rhode Island with demonstrated need.

The John P. Chase Merit-Based Scholarship*+ is a merit award established through the generosity of the late Trustee John P. Chase. These awards are offered to entering students. A minimum 3.0 cumulative GPA required for renewal.

The Citizens Bank Good Citizen Scholarship+ was established by Citizens Bank to promote active citizenship and promote higher education. A \$1000 grant is awarded to the undergraduate who composes the most compelling response to the question "What is the role of corporate responsibility in good citizenship?" Applicants must reside in an area served by a branch of Citizens Bank, have a minimum 3.0 cumulative GPA and have a minimum SAT score of 1000 (combined).

The Pvt. Sheldon R. Cohen Scholarship* is offered to an entering full-time freshman from Chelsea High School with demonstrated need.

The Community Service Scholarship+ is offered to one undergraduate and one graduate student on the basis of community service involvement and academic record. Award is \$3,000 and renewable.

The Connell Scholarship was established to assist students who demonstrate financial need, are residents of Lynn, and/or graduates of St. Mary Regional High School. Graduates of St. John's Preparatory High School or any Lynn High School are also considered.

The John M. Corcoran Scholarship*+ was established through the generosity of Trustee John M. Corcoran. These awards are based primarily on SAT scores and are only offered to entering students. A minimum 3.0 cumulative GPA is required for renewal.

The P. Leo and Helen Corcoran Scholarship*+ was established through the generosity of Mr. & Mrs. Corcoran. These awards are based primarily on SAT scores and are only offered to entering students. A minimum 3.0 cumulative GPA is required for renewal.

Derek Coward Book Award Fund This award was established by Derek Coward. Income from the fund will provide an annual award (for textbooks) to a student majoring in marketing who has the highest GPA at the end of his/her junior year.

The J.W.S. Cox Scholarship is awarded to deserving art and design students enrolled in the New England School of Art and Design at Suffolk University.

The E. William Dandes Scholarship provides scholarship assistance to an accounting major.

The Mio Davis Marketing Scholarship is available to a marketing major in the junior year. The student must be in good academic standing and demonstrate financial need.

The Deans Scholarship* is a merit award offered to new freshmen and transfers. A minimum 3.0 GPA is required for renewal.

The James E. & Rose E. Doherty Journalism Scholarship was established to support journalism majors.

The Agnes Discoll Scholarship is a need and merit-based award available to sophomores, juniors and seniors.

**requires full-time enrollment*

+requires separate application

The Education/Human Services Graduate Part-Time Scholarship+ is awarded to part-time graduate students who are ineligible for employer tuition remission or only receive partial tuition remission. These \$3,000 merit-based scholarships are not renewable.

Faculty Scholarship for MBA International Students is awarded to an international MBA student from a developing country. Applicants must be entering or second-year students and recipient is selected based on need and merit.

James Ferris, Sr. Engineering Fund This scholarship is awarded to undergraduate students in the Engineering Department with a minimum 3.0 cumulative grade point average and high ethical standards.

The Thomas A. Fulham Merit-Based Scholarship*+ is awarded solely on the basis of academic promise and scholastic achievement to entering freshmen. A minimum 3.0 cumulative GPA is required for renewal.

The Family Discount Plan*+ was established to assist families with two or more undergraduate full-time students enrolled at Suffolk University. A \$500 discount can be obtained simply by completing an application in the Office of Financial Aid. (Does not apply for family members enrolled in law school.) Both students must be enrolled full-time for fall and spring semesters. Additional charges incurred through joint programs with law school *are not* covered.

The Thomas J. and Margaret A. Geraghty Scholarship is awarded to undergraduate students with need from Hyde Park or West Roxbury.

The Graduate Association Scholarship+ is awarded to part-time students. Recipients are selected on the basis of need and merit.

The Graduate Management Part-Time Scholarship+ Graduate students with no or partial employer tuition remission may apply for these \$3,000 non-renewable merit-based awards through the Graduate Admissions Office.

The Grandfathered Tuition Plan for Meritorious Students An undergraduate student enrolled for 2003-2004 with a cumulative GPA of 3.6 or higher will be charged the 2002-2003 tuition rate, thereby absorbing no tuition increase. Applicants must have been enrolled at Suffolk University for at least one full academic year (not including summer), have no "D," "F," or Incomplete grades, and plan to enroll during the 2003-2004 school

year. Grades are reviewed once per year following the Spring Semester only. Does not apply to joint programs with the Law School. Part-time awards equal the tuition increase for 6 credits.

Griffin Fellows Scholarship* This scholarship is awarded to full-time entering freshmen and transfer students enrolled in the Frank Sawyer School of Management. Recipients are selected on the basis of merit. Award amount is \$500 per academic year. A minimum cumulative GPA of 3.3 over a full-time course load per semester is required for renewal.

Mary Hefron Scholarship* This scholarship is awarded to an incoming freshman from Arlington who has successfully completed one semester. Applicants must demonstrate need.

MSC Scholarship*+ is awarded to both graduate and undergraduate upperclassmen based on merit. In exchange for 10 hours employment per week in the Math/CS Support Center, five graduate recipients receive a \$5,400 award (\$1,800 grant/\$3,600 employment) and five undergraduates receive a \$4,000 award (\$1,800 grant/ \$2,200 employment). Awards are renewable and recipients must maintain a minimum 3.0 cumulative grade point average.

The Joseph M. Kelley Scholarship is available to needy entering freshmen from Boston English, Catholic Memorial or Watertown High School.

The Geraldine F. Lavin Scholarship+ is awarded to a Suffolk/Cape Cod student enrolled in Sawyer School whose life has been impacted by breast cancer.

The Lynch Foundation Scholarship Program offers scholarships to graduates of the eight inner city high schools of the Archdiocese of Boston enrolled in the College of Arts and Sciences.

The Massachusetts Society of Certified Public Accountant's Educational Foundation Scholarship* is awarded to Junior Accounting majors who are planning to enter the Accounting profession in Massachusetts. The student must be a legal and voting resident of the Commonwealth of Massachusetts, must possess good character, financial need, scholarship ability and must be a full-time undergraduate who has completed at least two academic years at Suffolk University. Each recipient receives a \$1,000 scholarship.

The Ella M. Murphy Memorial Scholarship is awarded to a senior in good standing majoring in English.

*requires full-time enrollment

+requires separate application

National Association of Black Accountants (NABA) Scholarship* is a \$10,000 award (\$7,000 grant/\$3,000 employment) awarded to an incoming freshman enrolled full-time at the Sawyer School of Management who is also a member of NABA.

Newire Scholarship Established through the generosity of the New England Women in Real Estate, this \$1,000 scholarship is awarded to a part-time, female, undergraduate management student. Recipient is selected on the basis of need and merit, with priority given to applicants planning a career in real estate.

The Boston Newspapermen's Benevolent Association Scholarship*+ is available to an academically qualified and deserving student, preferably a journalism student planning to enter the print media. Priority given to juniors and seniors.

The Stephen P. Novak Educational Trust Fund was established to provide scholarship support to deserving incoming freshmen.

The Road Less Traveled Scholarship was established to provide support to graduates of Milford Senior High School enrolled, or planning to enroll, in the College of Arts and Sciences.

The Francis A. & Edith V. Sagan Scholarship provides financial assistance to needy and academically qualified undergraduates enrolled in the College of Arts and Sciences.

The George C. Seybolt Scholarship* is a full tuition scholarship available to students with demonstrated need.

The Frederick Spaziani Prize is offered yearly to one full-time (\$4000) and one part-time (\$1000) student in the engineering program. Recipients are selected on the basis of merit. This fund was established by HNU Systems, Inc. in memory of Mr. Spaziani, one of that company's founding partners.

The Maria Stewart Scholarship* is a \$10,000 award (\$7,000 grant/\$3,000 employment) offered to ten incoming freshman/transfer students. This program was established to encourage diversity within the Suffolk Community. These renewable awards are extended on the basis of need and talent to graduates of Boston/Chelsea Public High Schools and Roxbury Community College. A minimum 2.5 cumulative GPA required for renewal.

The Harold Stone Scholarship is a grant offered to an outstanding junior accounting student.

The Ethelanne Trent and Charles Silver Scholarship is available to part-time students enrolled in the College of Arts and Sciences at the sophomore level or above. Awards are made on the basis of need and merit with priority given to females who are mature in years.

Trustees' Scholarship This institutionally funded scholarship program is available to full- or part-time undergraduate students.

The Vendome Firefighters Scholarship+ is awarded to a child or descendent of a Boston Firefighter (or retired firefighter) on the basis of merit. Recipient must be an entering freshman. A minimum cumulative GPA of 3.0 is required for renewal.

The Stanley M. Vogel Scholarship is a scholarship annually available to an outstanding junior majoring in English.

The Richard A. Voke Scholarship is available to an incoming freshman who is a graduate of Chelsea High School with demonstrated need.

The Henry Warren Benevolent Fund was established to assist needy students from the Ashland area.

The Harry Zohn Scholarship was established in memory of the late Trustee Harry Zohn. One award is made each year to an English major on the basis of need and merit.

Employment

The Federal College Work Study Program provides students with employment opportunities on the University campus or with various off-campus organizations/agencies. Students are *strongly* encouraged to consider community service placement opportunities.

The Office of Financial Aid makes every effort to provide opportunities which offer work experience related to the student's educational objectives. The earnings from employment are intended to defray direct and indirect educational expenses. College Work Study funds are available to undergraduate and graduate students in good academic standing, making satisfactory progress, who demonstrate financial need.

The Ballotti Scholars Program*+ offers ten (10) students a \$4,000 scholarship in exchange for 300 hours of service in the Ballotti Learning Center. Recipients will be selected by a committee of administrators and faculty members. Awards are based on merit. Applicants must have been enrolled full-time at Suffolk University for at least one year and have a GPA of 3.0 or higher. Awards are renewable based on satisfactory performance. A minimum 3.0 cumulative GPA required for renewal.

**requires full-time enrollment*

+requires separate application

The Fellowship Program+ offers a number of fellowship opportunities to full-time graduate students. Recipients assist faculty and administration with research projects or administrative tasks. These awards are based on merit. Placements are available with the Sawyer School of Management, College of Arts and Sciences and various administrative offices. Dependent on the amount of funding received, fellows work 8 to 16 hours per week.

The Student Employment Program+ offers international students a \$1,500 award for on-campus employment.

The Orientation/Scheduling Assistantship Program*+ offers a \$4,000 scholarship to 10 full-time students. Applicants must have been enrolled full-time for at least one academic year and have a GPA of 2.8 or higher. In exchange for the scholarship, recipients will provide 300 hours of support to the Student Activities and Registrar's Offices on Orientation/Registration projects.

The Ambassador Program*+ offers recipients a \$4,000 scholarship in exchange for 300 hours of support with various offices/departments including Admissions, Development, Enrollment Management, the Writing Center, the Sawyer Dean's Office and the College of Arts and Sciences. Awards are merit-based and applicants must be full-time undergraduates enrolled at least one year prior to receipt of the scholarship with a minimum GPA of 2.8. (Note: Sawyer Ambassadors must have minimum 3.0 GPA.)

Note: Student employment recipients must have placement forms on file with the Aid Office by the dates listed below or the award will be revoked.

| | |
|-----------------|---------|
| Fall & Spring = | Oct. 15 |
| Spring only = | Feb. 15 |
| Summer = | May 15 |

Confidentiality All information provided to the Office of Financial Aid is regarded as confidential and cannot be released without the expressed written consent of the student applicant.

Location The Office of Financial Aid is located at 41 Temple Street, Boston, MA 02114. The telephone number is (617) 573-8470. The fax number is (617) 720-3579.

Hours The Aid Office is open Monday through Thursday from 8:45 a.m. to 4:45 p.m. and Friday from 8:45 a.m. to 3:00 p.m. During the Fall and Spring semesters when classes are in session, the office may remain open until 6:00 p.m. Monday through Thursday. General information and questions are handled on a walk-in basis by the Office of Financial Aid staff. Appointments with specific administrators are available on request.

**requires full-time enrollment*

Late Applicants Students who need financial aid to obtain registration clearance must have an award decision two weeks prior to registration in order to use aid funding towards tuition payment requirements. No exceptions will be made.

Registration Financial aid recipients must be properly registered for the appropriate number of credits at the close of "Add/Drop" period, or financial aid may be reduced or revoked. **Suffolk University assumes no responsibility for aid lost as a result of not being properly registered.**

Web Access Financial Aid information is available online at www.suffolk.edu/finaid. Financial aid applications and forms are available from this web site.

Deadlines

March 1 – Application for undergraduate student financial assistance must be submitted to the Office of Financial Aid.

April 1 – Application for graduate financial assistance must be submitted to the Office of Financial Aid. A complete application includes:

1. Suffolk University Financial Aid application – due March 1 for undergraduates or April 1 for graduate students.
2. Free Application for Federal Student Aid (FAFSA) – recommended mailing date February 15.
3. Signed copies of applicant's and parents' federal tax returns if applicant is a NEW student – due April 15. (Independent students may not be required to submit parents' tax forms – see Free Application for Federal Student Aid for clarification.) Returning students need not submit tax forms unless selected by the U.S. Department of Education or Suffolk University for verification. Refer to the Student Aid Report for selection determination.

November 1 – Applications are due for students admitted for spring semester.

March 1 – Summer application and other supporting documents are due.

Employer Support Many students receive direct tuition assistance from their employer as an employment benefit. Contact your Personnel Office for information. Students who receive tuition remission from Suffolk University may only be considered for Pell, MassGrant, and/or Federal and State loan programs.

+requires separate application

Outside/External Awards Any financial aid awarded to a student which is not listed on the recipient's award letter can result in a reduction in total aid offered by Suffolk University. Students are required to report any outside funding to the office of Financial Aid immediately upon receipt. If necessary, the aid offer will be revised. In most cases, if a reduction is required, self help awards (loan or employment) will be reduced/eliminated before grant/scholarship dollars.

Off-Site Programs Students enrolled in off-site programs including Cape Cod, Dean (part-time), Merrimack, Senegal and Madrid are only considered for Pell Grant, Mass Grant, Direct and alternative loan programs. Only full-time students enrolled at Dean may receive consideration for institutionally funded programs.

Four-Term and Quarter Programs Students enrolled in programs based on the four-term or quarter systems (MSF and Executive MBA) are ineligible for funding during terms or quarters of non-enrollment. **A student must be registered to receive aid.**

Return of Title IV Funds When a student officially withdraws from the University, federal regulations require the institution to prorate the financial aid awarded based on the percentage of the term completed. Once 60% of the term is over, the student is eligible to receive 100% of his/her aid. If a student does not officially withdraw from the University and fails to complete all classes, the student is eligible for only 50% of aid awarded. However, the student may be charged 100% of all applicable tuition costs, fees, etc. Questions on applicable charges should be directed to the Bursar.

In accordance with Federal regulations, whenever a student's withdrawal requires financial aid to be returned, the funds will be distributed in the following order:

- Unsubsidized Federal Stafford/Direct
- Subsidized Federal Stafford/Direct
- Federal Perkins
- Federal Pell Grant
- Federal SEOG
- Other Title IV programs

Return of State Funds The Massachusetts State Financial Aid Programs follow the same refund policy as the Title IV programs. However, if a student has a tuition liability due to the return of Title IV funds, State funds may be retained to cover that liability.

Co-Op and Financial Aid A student participating in the Co-op Program may be considered for financial aid if enrolled for a minimum of six credits per semester.

Revising or Revoking Programs/Awards Please note Suffolk University reserves the right to revise or revoke an award offer or program at any time.

Counselors

Each financial aid applicant is assigned a specific counselor within the Aid Office. Assignments are based on the first letter of the applicant's last name.

Undergraduate student last name beginning with

A – D

E – J

K – M

N – Q

R – Z

Counselor

Dianne Goguen/

Antonia Rizzo

To be announced

Glory Peguero

Jennifer Ricciardi

Robert Rauseo

Graduate students

A – L

M – Z

Dianne Goguen

Antonia Rizzo

Registration Aid recipients must be properly registered for the appropriate number of credits at the close of "Add/Drop period." Suffolk University assumes no responsibility for funding reduced or revoked as a result of not being properly registered.

Appeals All students have the right to appeal a financial aid decision. Appeals should be based on new or changing information which was not included with the student's original application. Appeal applications are available at the Office of Financial Aid and must be accompanied by supporting documentation. Any additional funding obtained through the appeal process is not automatically renewable.

Requests for Information On occasion, a student may need a financial aid transcript, fee waiver, or letter detailing need and/or award information. It is important to plan ahead in such cases since, during peak periods, it can take up to ten working days to accommodate such requests. Please forward any requests for information two weeks prior to the date needed.

Enrollment Changes Changes in enrollment status (i.e., full- to part-time) can result in reduced or revoked financial aid.

Books and Related Expenses Students should plan to use their own resources to cover the cost of books, etc. since all aid may not be posted at the time books must be purchased.

Attendance Financial aid recipients are expected to attend class regularly. Class attendance is often monitored by faculty and non-attendance can have an impact on financial aid.

ACADEMIC REGULATIONS AND PROCEDURES

Course Information

Course Numbering System

| | |
|---------|--|
| 000-099 | Developmental Programs |
| 100-199 | Introductory Level |
| 200-299 | Intermediate Level (prerequisite may be required) |
| 300-499 | Intermediate and Upper Level (prerequisite may be required) |
| 500-599 | Advanced Undergraduate Study (faculty permission required) |

Course numbers ending in a one (1) or a two (2) may be part of a two-semester sequence, with part one normally completed before part two is undertaken. Letter prefixes indicate: (F) extra fee assessed, (L) lab fee assessed, (X) no lab fee assessed, and (H) honors course.

Normal Full Program

A program of four or five courses is considered a full load for a full-time student in any semester. Petitions to take a sixth course are available from the Registrar's Office. All full-time undergraduate students are expected to complete at least four courses each semester. All international students are required to complete at least 12 credits each Fall and Spring semester.

Transcript of Record

Requests for transcripts must be made in writing. The University reserves the right to refuse to issue a transcript of the record of any student who has not fulfilled all financial obligations due the University. A financial hold will also be placed on a student record for who is either delinquent or has defaulted on loans.

Requests must be made in writing or by coming to the Registrar's Office in person. Facsimile requests are also accepted. No telephone requests will be honored. Processing time is normally 3-5 days.

Excess Courses

Any course, in addition to the normal five courses, is an excess course. A student must seek special permission to register for a sixth course. A student must be in attendance at Suffolk University for at least two full semesters or more and have a cumulative grade point average of 2.5 or better at the time of the petition. Application for excess courses should be made at the Registrar's Office, 3rd floor, Donahue Building, **before** Registration.

In all other cases, permission to take an additional course must be obtained in advance of Registration. Petition forms are available in the Registrar's Office and Deans' Office. Normally, a student may **not** receive credit for more than six courses in any one semester.

A student whose average is below 2.5 is ordinarily limited to two courses per Summer session. A student whose average is 2.5 or better may carry three courses in each Summer session. A student must seek special permission to register for a third course.

Directed Study

The purpose of a directed independent study is to provide students with unique study opportunities with an individual faculty member. The guidelines with respect to independent assignments are as follows:

- 1) Students must have a 2.5 average at the time of application.
- 2) Students must gain authorization prior to registration (Independent Study forms are available from the office of the Academic Dean & Registrar).
- 3) A description of the independent study project must be approved by the individual faculty member, by the department chair, and the Academic Dean.
- 4) Adjunct faculty are not eligible to supervise independent study.

Assessment of Reading and Writing Skills

All undergraduate freshman and transfer students must complete a writing sample at matriculation and at the beginning of each of the English courses required for the degree. Students needing extra help may be directed to add writing workshops to their current class assignments or may be required to enroll immediately in a developmental English course to help them attempt to improve their reading and writing skills. (Students who are directed to enroll in developmental English must pass that course before resuming their progress through the standard English courses.)

REGISTRATION

Registration Registration packets are made available to all currently enrolled students prior to faculty advising at the beginning of each term's pre-registration.

The Admissions Office will notify newly accepted students as to the time and the place of their registration.

Late Registration Except in special cases, registration is closed after the first full week of classes in any semester. A late registration fee of \$50 will be charged to students who are authorized to register during the first and second weeks of class, \$100 during the third week of class, and \$150 after the fourth week of class.

Students who wish to register after the late registration deadline must submit a petition to do so. Petitions are on file in the Registrar's Office.

Change of Address Students are required to notify the Registrar of any change of home or local address, parent or guardian, or any change of legal name. When a student's legal name is changed, a certified copy of the relevant documents must be submitted to the Registrar. Changes of address must be submitted to the Registrar within 48 hours of the effective date of the change.

Add/Drop or Change of Course Students who wish to add, drop, or change a course during the first two weeks of a term must obtain the signatures of the instructors of the affected courses. The add/drop form must be returned to the Registrar's Office.

Normally, courses may not be added or changed after the second week and, under no circumstances, after the fourth week. Students who wish to add or change a course after the first two weeks of a term must submit a petition to do so. Petitions are on file in the Registrar's Office.

Class Hours Classes meet during several standard course times. Monday, Wednesday, and Friday for 50 minutes, twice a week on Monday and Wednesday or Tuesday and Thursday for 75 minutes, and for 2 hours, 40 minutes once a week in late afternoons and evenings and Saturdays. Classes meeting on Monday, Wednesday, and Friday and once a week have a 10 minute break between classes. Classes meeting on Tuesday and Thursday have a 15 minute break. The Period between 1:00 – 2:15 p.m. on Tuesday and Thursday is reserved for student activities, faculty meetings, guest lectures, and cultural events. No undergraduate classes are held during this time period.

Substitution and/or Waiver of Degree Requirements Students may file a petition for a degree requirement substitution with their academic advisor and major department chairperson. The academic department chairperson must approve all core and divisional requirement substitutions. Only the CAS Academic Dean's Office may waive a degree requirement for CAS students.

Courses at Other Institutions Once matriculated into a degree program at Suffolk, students are expected to complete all their course work at the University. Exceptions are made for international study or where academic hardship merits consideration.

Students who feel their situation warrants an exception must apply through the Dean of their respective school or college. For students in the College of Arts & Sciences to be considered for eligibility, a student must be in good academic standing (2.0 GPA or better with no Incomplete grades), have transferred fewer than 63 outside credit hours into Suffolk and have accrued not more than 89 total credit hours towards graduation. Permission to study off campus at a domestic institution should be viewed as a privilege and not an entitlement.

Students in the Sawyer School of Management refer to the Sawyer School Academic Policies section of this catalog.

PERFORMANCE EVALUATION

Grading System

The following grading system applies to all undergraduate students.

| <i>Letter Grade</i> | <i>Honor Point Equivalent</i> |
|---------------------|-------------------------------|
| A | 4.0 |
| A – | 3.7 |
| B+ | 3.3 |
| B | 3.0 |
| B – | 2.7 |
| C+ | 2.3 |
| C | 2.0 |
| C – | 1.7 |
| D+ | 1.3 |
| D | 1.0 |
| D – | 0.7 |
| F | 0.0 |

“A,” “A –,” “B+,” and “B” are honor grades.

“B –,” “C+,” and “C” represent satisfactory work.

“C –,” “D+,” “D,” and “D –” represent passing but unsatisfactory work.

“F” is a failing grade. It indicates that the student has not completed all course requirements in a satisfactory manner. Students who stop attending a course without having complied with the official withdrawal procedure can anticipate receiving a grade of “F.” In the Sawyer School of Management, the “F” grade becomes a permanent part of a student’s record and cannot be expunged even if the course is successfully retaken.*

“I” (Incomplete) indicates a student has done passing work in a course but has not yet submitted all the work outstanding required for a formal evaluation. The “I” is awarded at the instructor’s discretion, only if the student has completed at least half of the course requirements satisfactorily at the end of the semester, and there is a reasonable expectation that all course requirements can be completed in one academic year. An “I” must be formally re-evaluated by the instructor within one academic year, resulting in an evaluation

grade or an extension of the “I,” or it automatically converts to an “F.” In those rare cases where a course or laboratory is not offered annually, the work outstanding must be completed not later than the end of the semester in which the course or lab is next scheduled. In such circumstances, **the student** should notify the Registrar immediately in writing to prevent the “I” grade prematurely converting to an “F.”

Students **must** complete course work with the original instructor. The change in the “I” grade must be made by the original instructor, and in his or her absence, by the Department Chair. If this is not possible, arrangements must be made through the Department Chair in concurrence with “an assigned” instructor.

“L” (Lost) is awarded when a student’s name appears on a roster, but the student never appears in class or disappears before being formally evaluated by the instructor.

“W” signifies official withdrawal from a course. A “W” is assigned administratively if a student:

- 1) drops a course, following proper university procedure, between the end of the drop/add period and the tenth week of the semester, or
- 2) drops a course or withdraws from school after the tenth week of the semester with the written approval of the Dean of Students office. Permission is given only for valid cause such as debilitating illness, relocation, serious family crisis or other circumstances beyond the student’s control.

“AU” (Audit) In an audited course, a student will not receive credit or honor points; however, a student must pay the same tuition as if taking the course for credit. It is the student’s responsibility to inform the instructor that he/she is auditing the course during the first two weeks of classes. Under no circumstances may a student change from the evaluative letter grade system to audit or vice versa after the first two weeks of classes.

A student who audits a course is responsible for attending classes and completing required course work.

"P" (Pass) A Pass-Fail option is available to students in lieu of a traditional letter grade subject to the following limitations and regulations:

Eligibility is restricted to Juniors and Seniors in good academic standing and to those Junior and Senior transfer students who have completed a minimum of 15 semester hours of course work at Suffolk University. This option is limited to four 3-semester-hour courses per student. An exception may be made for Psychological Services PS 503 – Interpersonal Relations, which can be taken by any student as a Pass-Fail course with the consent of the instructor.

Pass-Fail courses may not be taken in a student's major/minor and may not be used to fulfill general college requirements or related courses required as part of the student's area of concentration (major). This option is only applicable to elective courses.

Students will designate courses as Pass-Fail on their registration forms at the time of registration. No changes from the designation of Pass-Fail to the letter grade system or vice versa are permitted after the course change period has elapsed at the opening of any semester or summer session.

At the end of the semester, instructors will submit letter grades for all students except for those who have chosen to take the course on a Pass-Fail basis. The instructor and the Registrar will transcribe a Pass as P and a Fail as F for those who elected this option.

A Pass received on this basis may be applied toward fulfilling degree credits, but may not be applied toward the quality point average.

Students planning to attend law school or other graduate schools should be aware that many professional and graduate schools prefer students to submit traditional letter grades.

Courses officially dropped during the add/drop period will not appear on the student's record.

Grade Reports

Grades are available soon after the conclusion of each semester and are distributed by the Registrar's Office at www.suffolk.edu/sail. Grade mailers will be sent to all students who are on a tuition reimbursement policy with their employer and all students whose academic standing falls below acceptable standards.

Students are solely responsible for their academic progress and should confer immediately with their academic advisor in the event their performance becomes substandard. Failure to maintain satisfactory progress can lead to loss of financial aid, academic probation or dismissal, or other equally serious consequences.

Repeating a Course

A course may not be retaken for credit once it has been completed with a passing grade (D – or better).

In the Sawyer School of Management, undergraduate Sawyer School students may retake any business course for credit by paying the appropriate tuition. All grades will be recorded permanently on a student's record. When a student repeats a course, all grades will appear on a student's transcript, however, only the **most recent** course grade will be used to compute the cumulative grade point average. When repeating courses, only one course may be used for credit to fulfill degree requirements. A student may repeat a course a maximum of two times. A repeated course will be designated by appropriate notation on a student's transcript.

Honor Points

Scholastic averages are computed by multiplying the credit hours by the honor point equivalent. For example, a 3 credit course, evaluated as "A" will be counted as 12 honor points (3 credits multiplied by 4.0 = 12). Grades of "I," "W," "P," "AU," and "L" are not computed in determining Honor Points, and have no impact on a student's scholastic average.

A cumulative average of 2.0 (C) and an average of 2.0 (C) or better in one's major are required for graduation. Students are required to monitor their average in their major. Should a student receive less than a "C" in a major course, the student must make an appointment with his or her advisor to discuss the suitability of the major. The Academic Standing Committee forwards the names of majors at risk to the Academic Departments.

Attendance

Federal regulations require universities that receive federal funding to implement a policy monitoring student attendance in class. Instructors will establish the requirements for attendance and participation in each of their classes. Instructors are responsible for informing students of these requirements at the beginning of each course. The student, when absent from class, has the responsibility of obtaining knowledge of materials covered in classes missed, including information about announced tests, papers, or other assignments.

Academic Disputes

A student who believes that an academic evaluation has no basis in fact or is arbitrary should bring this to the attention of the instructor and to the department chairperson. If a student is still unsatisfied after a conference with the instructor and department chairperson, s/he may raise the issue with the Dean of Students, whose recommendation shall be considered by the respective academic Dean who shall make the final decision.

Final Examinations

Final examinations are required in all regular courses unless waived by the department chairperson and the Dean.

Make-Up Examinations of Final Examinations

Only when incapacitating illness or other emergency makes attendance at a final examination impossible may a make-up examination be requested. The request should be made promptly (within two weeks) to the Dean of Students. A medical certificate or other verification should accompany the request. Authorized make-up examinations must be taken no later than the next succeeding semester. A student who has completed a course with a grade of "F" is not eligible for a make-up examination. In some courses students may, however, take the CLEP test in lieu of repeating a failed course. CLEP credit will not be awarded in the senior year (the last 30 hours of the degree program).

STUDENT ACCOUNTABILITY

Degree Requirements

Students are responsible for their own progress through the school and will be held responsible for completing course, departmental, and school requirements. In addition, all students are responsible for knowing and adhering to currently published requirements, regulations, and policies. Faculty members, department chairs, and members of the administration will be happy to provide information and counsel regarding a student's progress and/or status upon request.

Voluntary Withdrawal

If it becomes necessary for a student to withdraw from the University, he or she is expected to complete an official withdrawal form obtainable in the Dean of Student's Office and have an exit interview with the Associate Dean of Students. When circumstances prevent this, the student or parents should write to the Dean of Students concerning the reason that requires withdrawal from college.

Smoking

In compliance with Massachusetts General Laws, Chapter 759, smoking is prohibited throughout Suffolk University's academic and administrative facilities.

Decorum

Specific regulations governing questions of conduct, policies, and procedures of student behavior and disciplinary measures are contained in the Suffolk University Policy and Procedures Handbook and the Joint Statement on Rights and Freedoms of Students, which can be found in the Student Handbook.

Cheating and Plagiarism

Suffolk University insists upon the highest standards of academic integrity in all student work, both written and oral. Penalties for cheating and plagiarism are severe, including possible suspension or expulsion. A full discussion of the responsibilities of students in this matter can be found in the Undergraduate and Graduate Student Handbooks and the Policy and Procedures Handbook.

Suspension, Enforced Withdrawal and Expulsion

The University reserves the right to suspend, enforce the withdrawal of, or expel a student whose academic standing or conduct is in its judgement unsatisfactory, or who does not comply with the rules and regulations of the University.

ACADEMIC HONORS

Recognition Day

Students who have excelled in a single academic field, or who otherwise have earned distinction through meaningful campus activities, are formally recognized at this annual ceremony held at the end of each spring semester. Criteria for selection are diverse, according to the nature of the award. Further information is available in the Student Activities Office.

Delta Alpha Pi Society

At the close of each term the deans and faculties of the Colleges select high standing junior or senior full-time students for membership in Delta Alpha Pi. Election is an academic honor and recognizes truly superior achievement by an undergraduate enrolled in any bachelor's degree program. A student may receive this honor, at the end of the junior year, or upon completing the first half of the senior year. The minimum academic requirements for election are as follows:

Junior Year (early selection) – A student who has completed between 69 and 94 semester hours of college work, at least 30 of which have been completed at Suffolk University, and who has earned a cumulative honor point average of 3.6 or higher shall be eligible for early selection for the honor society. Students who have more than one grade of F or I are ineligible for election to Delta Alpha Pi.

Senior Year (final selection) – A student who has earned 95 semester hours or more at the end of a semester, of which at least 45 semester hours have been earned at Suffolk, and who has earned a cumulative honor point average of 3.4 or higher, shall be eligible for final selection. Students who have more than one grade of F or I are ineligible for election to Delta Alpha Pi.

Recognition Celebration

Each Spring the Graduate Student Association in conjunction with the Student Activities Office sponsors an awards ceremony and reception to recognize graduate students for outstanding academic achievement. At this annual celebration, students are honored for their scholarship, merit and extracurricular performance. Further information is available in the Student Activities Office.

Alpha Sigma Lambda

The purpose of Alpha Sigma Lambda, Chapter Alpha Psi, is the advancement and recognition of scholarship among evening students. Membership is restricted to undergraduates who have completed a minimum of thirty semester hours of evening course work at Suffolk University which must include at least fifteen semester hours outside the student's major field. Students must have been in attendance at a recognized college or university a minimum of four semesters. Chapter Alpha Psi presently limits membership to juniors and seniors. The members shall be elected only from the highest ten percent of the class in scholarship, provided, however, that the minimum grade point average shall not fall below 3.2.

Who's Who in American Colleges and Universities

Students nominated to Who's Who are selected in their senior year on the basis of scholastic and community achievements, scholarship ability, participation and leadership in academic and extracurricular activities, citizenship and service to Suffolk University, and potential for further achievement. Both full- and part-time students are eligible for consideration. This honor is conferred by more than 1000 schools in all 50 states and the District of Columbia. More information can be obtained from the Student Activities Office, in the Donahue Building, Room 529.

ACADEMIC STANDING

Classification of Students

Classification of students is determined by the number of credit hours accrued at the beginning of the Fall semester of each year enrolled. Freshman standing is assigned to students with one through 23 semester hours; Sophomore standing, to those with 24 through 53 semester hours; Junior standing, to those with 54 through 83 semester hours; Senior standing, to those with 84 semester hours or more.

Academic Standing Committee

At the conclusion of the Fall and Spring semesters, the records of all students failing to make satisfactory progress are reviewed by a representative committee of faculty and administrators. At these meetings, the committee considers the merits of each case individually – evaluating the severity of the problem, and determining what, if any, remedial action is warranted. The committee then notifies each student by mail if an action was taken.

Action by the Academic Standing Committee normally takes one of four forms:

- 1) A warning of an excessive number of “I,” “L,” or “W” grades; the appearance of illogical course selection; failure to complete degree requirements in the proper sequence or in a timely fashion; or any technical problem appearing on the transcript.
- 2) The assignment of probational status resulting from an unsatisfactory grade point average or other serious academic deficiencies.
- 3) An imposed registration freeze effective until outstanding work is completed and transcript irregularities are officially resolved.
- 4) Notice of dismissal resulting from failure to maintain an acceptable grade point average or to make satisfactory progress toward completing degree requirements in a timely fashion.

Academic Probation

Typically, students placed on probation are put on a reduced course load and are instructed to improve their grade point average by the next committee review. Students with a cumulative GPA below 2.0 who are demonstrating academic improvement will have their probation extended until they return to good academic standing. Those failing to demonstrate improvement are in imminent danger of dismissal.

No student on academic probation shall be eligible to participate in athletics, hold elected or appointed office, or represent the University in extracurricular or intercollegiate activities. However, a student on academic probation may continue membership in extracurricular activities such as clubs or fraternities, and may write for, but not be a member of, the staff of campus publications. In the event a student's average does not improve, the Academic Standing Committee may require further curtailment of extracurricular activities as a condition of continued academic probation at Suffolk University.

Students enrolled in the Sawyer School of Management should refer to Academic Standing Procedures under the Sawyer School of Management section of this catalog.

Academic Dismissal

Continued failure to make satisfactory progress towards a degree will inevitably result in dismissal from the University. Low grade point average, unexplained semester absences, refusal to complete prescribed remedial course work, unwillingness to honor the recommendations of the Committee and/or other specific conditions are but a few of the situations that can undermine satisfactory progress and constitute legitimate grounds for dismissal.

Once dismissed for scholastic failure, a student is ineligible to enroll in further courses at the University until s/he is readmitted by the Academic Standing Committee. Dismissal does not suspend a student's responsibility to meet prior course commitments. Consequently, all Incomplete “I” grades will convert to “F” grades unless attended to within one academic year.

Re-Admission to the University

To seek reentry, candidates must submit a formal petition to the Academic Standing Committee of the School or College that dismissed them, regardless of the student's intention to change major upon readmission.

The petition should be in the form of a typewritten letter which contains the following minimum information:

- The name, mailing address, and telephone number of the petitioner, as well as the date of the last semester in attendance at the University.
- A brief discussion of the circumstances that led to dismissal, including any documentation that could assist the committee in better understanding the petitioner's situation.
- A plan indicating what remedial actions are being implemented to correct past deficiencies and insure satisfactory progress in the future.

The petition and a check or money order (no cash) for \$20 made out to Suffolk University should be hand delivered to the Office of the Dean of the respective College or School where last enrolled. The filing deadline for petitioning is 15 working days prior to the start of the semester.

Petitioners should meet with an appropriate administrator from their school prior to initiating the petitioning process to discuss such matters as format of the petition, procedures for the hearing, and strategies for a successful appeal.

Leave of Absence

A leave of absence may be granted for up to one year. A student applying for a leave of absence must give a definite date for re-registration and must register within one year of the date of leaving school. Only one leave of absence can be granted. Students on leave will be required to meet the degree requirements under which they were admitted. A leave of absence may not be used for purposes of taking academic courses at another institution with the intent of transferring the credits to Suffolk University. A leave of absence is granted through the Dean of Students Office.

A matriculated student who does not return for re-registration at the specified semester will be classified as an official withdrawal and must apply for readmission through the Admissions Office. Registration materials can be forwarded to the student upon request by contacting the Registrar's Office in writing (by April 1 for the Fall term, by November 1 for the Spring term, or by March 1 for the Summer term). The address is Registrar, Suffolk University, 41 Temple Street, Boston, Massachusetts, 02114. After these dates, a student will be considered a late registrant and may register as such at the times announced in the Course Bulletin, published by the Registrar's Office.

Fresh Start Program (College of Arts and Sciences only)

A student dismissed for academic reasons, who is seeking readmission after an absence of 5 or more years from the University, may petition the Academic Standing Committee to grant him/her grade amnesty under the Fresh Start Program.

If approved, all Suffolk work completed prior to readmission will be reevaluated. Only course work with a grade of "C" or better, earned prior to readmission, is listed on the new transcript and counted for credit toward the degree. The grade point average is computed solely on work attempted after reinstatement. The handling of grades and credits reflects the policy governing the awarding of credits to students transferring work to Suffolk from another college into Suffolk.

Normally, a student readmitted through the Fresh Start Program is not eligible for scholastic honors.

GRADUATION

Eligibility for Degree

In order to be eligible to receive a bachelor's degree from the University, a student must:

- 1) Earn at least 122 semester hours,
- 2) Achieve not less than a 2.0 cumulative average and earn a minimum 2.0 grade point average or higher in their major, and
- 3) Achieve a minimum 2.0 grade point average or higher in their minor, if any
- 4) Meet all the academic requirements for his/her particular degree. Eight years is the normal limit for completion of a part-time or an interrupted degree program
- 5) Complete a minimum of 30 semester hours at Suffolk
- 6) Complete the final 30 semester hours at Suffolk
- 7) Complete at least 30 semester hours of business course work at Suffolk (Sawyer School of Management students only)
- 8) Complete at least 60 semester hours course work at Suffolk in order to be considered for scholastic honors.

Application for Degree

Students are required to submit an application for degree to the Registrar's Office at the beginning of their final semester of course work. It is expected that all obligations to the University, both academic and financial, will be completed at the close of that semester. Failure to comply with this requirement will delay graduation and participation in commencement to some future time.

Eligibility to Participate in Commencement Exercise

In addition to those students who have completed in quality and quantity the requirements for their respective degrees, students meeting the following conditions may also participate in commencement exercises, if they:

- 1) Are within three courses or nine credits of fulfilling their requirements
- 2) Have met all other requirements for graduation (see Eligibility for Degree)
- 3) In the event that a student has not completed all the required courses for graduation, he/she must arrange to complete the work outstanding in the Suffolk summer sessions immediately following graduation
- 4) File the appropriate petitions in the Registrar's office. Completed petitions will be reviewed by the Registrar and the respective Dean for approval.
- 5) It is critical that students have the 2.0 Cumulative GPA and 2.0 Major GPA at the time of commencement in order to participate in the ceremony.

INTERNATIONAL STUDY PROGRAMS

In today's global neighborhood, it is critical for students to become knowledgeable about the impact of international business, culture, and government on every aspect of their lives. Suffolk University provides a strong international focus in its educational programs and activities and its students and faculty mirror global neighborhoods. The University offers students numerous opportunities to immerse themselves in a host country's culture through study at one of Suffolk's international campuses in Madrid, Spain or Dakar, Senegal, or in a variety of semester-long study abroad options all over the world.

Students interested in applying for study abroad at one of Suffolk's international campuses, or at other study abroad locations, should first contact Ms. Youmna Hinnawi, Director, Study Abroad, Center for International Education, 20 Beacon Street, Boston, or call (617) 573-8072 to arrange an appointment or Ms. Rebekka Bennett, Assistant Director of Study Abroad Programs at (617) 305-1751. Students must complete a study abroad application and then seek academic approval from the Academic Dean of the College or School in which they are currently enrolled.

Students should not expect to take part in international study abroad opportunities without prior written academic approval from their respective Dean's Office.

College of Arts and Sciences students: The College's Committee on Study Abroad oversees a number of study abroad opportunities available to all currently enrolled undergraduate students. Students who plan to receive academic credit for study abroad must have their programs approved in advance by their major academic advisor, their Academic Dean, and the chairperson of the Committee on Study Abroad. This applies to all study abroad credit, whether given at a foreign academic institution, in a U.S. or foreign-based study abroad program or in Suffolk University field courses. Any student for whom the programs listed below do not appear to be relevant, or who wish to explore study abroad at schools not included in this catalog should consult with Dr. David Robbins, Associate Dean, College of Arts and Sciences, to discuss a wide range of possible alternative arrangements.

Sawyer School of Management students: Students in the Sawyer School of Management are encouraged to explore international study abroad opportunities as part of their BSBA degree program. Students must seek advance written approval from the Sawyer School of Management Dean's Office. Study abroad courses must be reviewed to ensure that academic credit can be awarded to a student's degree program. This applies to all study abroad credit, whether the courses are taken at Suffolk's Madrid Campus or Suffolk's Senegal Campus, or whether given through other U.S. or foreign-based study abroad programs.

SUFFOLK UNIVERSITY MADRID CAMPUS, MADRID, SPAIN

Suffolk University established a Campus in Madrid, Spain, as part of the College of Arts and Sciences, in 1995. Suffolk's Madrid Campus offers students the opportunity to complete the first year or two of their Suffolk undergraduate degree in Madrid. In addition, the Madrid Campus offers a Study Abroad program for U.S. students.

The Madrid Campus offers a wide choice of courses, and Spanish language, literature and culture courses, accompanied by a program of excursions. These courses are offered by Suffolk University's Department of Spanish, Portuguese and Latin American Studies located at the Madrid Campus in Spain. Study Abroad students are also able to choose from a range of General Education Requirements, International Business and Core Business courses, and other offerings of significant interest.

Mission Statement

Suffolk University Madrid Campus was founded on the conviction that study in a foreign context is exciting, challenging, and can frequently release new personal and intellectual potentials, often to a student's professional advantage. Spanish and other entering students are offered a form of instruction that prepares them in the General Education requirements necessary to transfer in good academic standing to the Suffolk University Boston Campus. Furthermore, such students acquire the study skills, intercultural awareness and intellectual self-reliance to function successfully on the home campus.

U.S. and other study abroad students, sometimes from other universities, learn not only about a different culture, but also, consequently, begin to reassess their own.

This is consistent with Suffolk University's stated mission to furnish "a variety of cross-cultural and international experiences in which diversity and excellence are inextricably interdependent," as well as "to educate...international students."

An additional component of the Suffolk University Madrid Campus mission is to offer students relevant authorized/endorsed Corporate Training for students' professional and personal development. It does so as part of the University's "historic mission of serving as many constituencies as possible," being "strongly committed to continuing education," providing "services for people of various levels of preparation."

Accreditation and Authorization

The Madrid Campus is accredited by the New England Association of Schools and Colleges. It is also authorized by the corresponding official Spanish authority, the Comunidad de Madrid.

The Campus

It should be noted that in Madrid, Suffolk University is located on a Campus with all the benefits of campus life. It is expected that the Campus will eventually expand to a maximum enrollment of 250 students, so as to maintain its intimate and supportive character.

Location

The Campus is set in the university section of Madrid. The address is: Suffolk University Madrid Campus, Calle de la Viña, 3, 28003 Madrid, Spain. Tel: (34-91) 533-5935; fax: (34-91) 534-5024. E-mail: info@suffolk.es.

Security

Suffolk University Madrid Campus, as an overseas branch of a U.S. educational institution, takes appropriate measures to ensure the safety and well-being of its students, faculty and staff. It operates in full compliance with the U.S. Department of Education's Clery Act for establishing Campus safety policies and reporting crimes. SUMC participates in the U.S. Embassy Ward system, which provides security-related information and updates to American entities in international settings. It also has a Political Emergency and Natural Disaster Plan.

Admission Requirements

U.S. Applicants

- Completed Application
- Official High School Transcript
- SAT Scores
- Essay
- 1 Letter of Recommendation
- \$40.00 Application Fee
- Housing Request Form
- 1 Passport-Size Photo

International (Non-U.S.) Applicants

- Completed Application
- Official High School (or its equivalent) Transcript (1 original)
- 1 English Translation of High School Transcript
- Essay
- 1 Letter of Recommendation
- 46 Euros Application Fee
- TOEFL Score
- Proof of Medical/Accident Insurance while in Europe (only non-European Union Students)
- Housing Request Form
- 1 Passport-Size Photo

For additional information for admission to Suffolk University Madrid Campus, please contact:

admissions@suffolk.es

The Academic Program

The Madrid Campus was founded on a liberal arts philosophy and management approach to education.

The academic program is, in part, a strategic selection of courses from the Boston Campus course offerings. This allows students to complete the first two years of study at the Madrid Campus, before going on to complete their degrees at the Boston Campus. They may choose to take General Requirements, some Major Requirements and electives for most majors offered by the College of Arts and Sciences, the Sawyer School of Management and the New England School of Art and Design at Suffolk University.

The academic program has also been developed to provide an ample selection of interesting and challenging courses for Study Abroad students. A coherent group of courses in Spanish, Portuguese and Latin American Studies are available on the Madrid Campus only.

A program of Marketing and International Business courses is available for Study Abroad students.

Registration

All students may choose to take courses from the entire list of offerings, but must first have documented approval from their academic advisor, or registrar, at the university they are enrolled at as degree students.

Language of Instruction

The majority of courses offered at the Madrid Campus are in English. Courses in the Spanish Department are in Spanish (with few exceptions). The course list designates language of instruction: E (English), S (Spanish) or E/S (English or Spanish).

Study Abroad

Since the Madrid Campus is an integral part of Suffolk University, visiting students will be in the same position as Suffolk students in Boston in the following respect: the cost of tuition will never exceed that on the Boston Campus, and tuition and financial aid may be applied to students at the Madrid Campus. All credits and grades earned are part of the student's Suffolk University transcript.

More details concerning Study Abroad at Suffolk University Madrid Campus may be obtained via email at: cgrasset@suffolk.es, or from Dr. David Robbins in the CAS Dean's Office.

Collaborations with Other Institutions in Spain

Suffolk University has cooperative agreements as follows:

The University of San Pablo – CEU in Madrid. Suffolk University and the University of San Pablo – CEU offer a dual degree in Humanities and a dual degree in Environmental Science. Courses are taught at both Campuses.

The University of Salamanca, Spain. A Master's in Education in the Teaching of Spanish as a Foreign Language is offered as a Joint Degree with the University of Salamanca. Some courses will be under the auspices of the Madrid Campus.

An agreement with the Office of the Mayor of Coslada, a suburb of Madrid, provides internships for Madrid Campus students in Environmental Science.

Department of Spanish, Portuguese and Latin American Studies

Madrid Campus faculty:

Professor: Suárez-Galbán (Chair)

Associate Professor: Pinilla (Madrid Campus Spanish Language Coordinator)

Lecturers: García de Sola, Hearn

The Department of Spanish, Portuguese and Latin American Studies is located at the Madrid Campus. The location of the Department in Madrid is a unique feature among American universities, providing academic and cultural dynamism through Spanish being studied in its Spanish context. Academic studies draw on the museums, architecture, theater and cinema of Madrid as well

as on Spain's vibrant contemporary language and life, including trips to artistic and historical sites.

For information on a Spanish Major or Minor, or a Latin American Studies minor, please see the College of Arts and Sciences section of this catalog.

Study Abroad Program in Spanish Studies

The Spanish Studies Program is an immersion in both the language and literature of Spain and the Hispanic world, with a global approach to Hispanic culture.

LANGUAGE: Courses are offered at every level. Complementary courses for advanced level students emphasize a practical, everyday working approach to Spanish.

The Madrid Campus with its large component of Spanish students, situated in the university zone of Madrid, is an education in itself, providing the perfect atmosphere in which to practice and perfect Spanish.

LITERATURE: The program globalizes the study of Spanish literature with courses aligned with other areas and disciplines.

Educational visits to different cities and regions of Spain provide an on-site illustration of works read in the classroom. Likewise, courses in Spanish cinema, economics, history, politics and sociology complement readings in Spanish literature. Literature courses include theater and film, and will cover all areas of Peninsular literature.

Outside activities also form an essential part of our literature program. These may include visits to the following: the Madrid of Cervantes, Lope de Vega and Pérez Galdós; attendance at lectures in the Sociedad Cervantina, the Fundación Juan March and La Residencia de Estudiantes, along with visits to the theatrical performances of works read in class.

Graduate Studies in Spanish

Graduate degrees are awarded exclusively by Suffolk University's Boston Campus. Courses are, however, given through the auspices of the Madrid Campus in a Joint Master's Degree with Salamanca University, in the Teaching of Spanish Language as a Foreign Language.

In addition to courses in Spanish and Latin American Studies listed in the College of Arts and Sciences section of this catalog, the following courses are offered on the MADRID CAMPUS.

Spanish Courses

(These courses are not offered at the Madrid Campus)

SPAN 103-104 – Spanish Speaking World

The course offers the chance to discover and analyze the social and cultural reality of Spain and Hispanic countries. It pursues the acquisition of Spanish language in the context of real use, depending on the level of Spanish. This way, an interdisciplinary approach in the Spanish program is achieved. The course focuses on vocabulary and readings.

2 terms – 3 semester hours per term.

Normally offered every year.

Language of instruction: Spanish.

SPAN 110 – Introduction to Spanish in the Workplace

This course allows the students to develop basic lexical and grammatical knowledge of the Spanish language, increase the students' confidence in their language abilities, provide them with opportunities to increase their fluency and accuracy in Spanish as well as to develop basic understanding of routine Spanish business procedures.

1 term – 3 semester hours.

Normally offered every year.

Language of instruction: Spanish.

SPAN 203 – Spanish Speaking World

The course offers the chance to discover and analyze the social and cultural reality of Spain and Hispanic countries. It also pursues the acquisition of Spanish language in the context of real use, depending on the level of Spanish. This way, an interdisciplinary approach in the Spanish program is achieved. The main goal is the practice of oral skills.

1 term – 3 semester hours.

Normally offered every year.

Language of instruction: Spanish.

SPAN 210-211 – Spanish in the Workplace I and II

This course introduces students to the business world in Spain and allows the student to acquire vocabulary specific to that context. Basic business concepts are taught in Spanish and examples of how they apply to Spain are provided. Students also learn about daily commercial activities in Spain and in Madrid in particular, which will facilitate adjusting to life in Madrid. Specific areas emphasized include banking, marketing, and tourism.

2 terms – 3 semester hours per term.

Normally offered every year.

Language of instruction: Spanish.

SPAN 350 – Spanish Cultural Studies

This is an interdisciplinary course, focusing on fundamentally important themes in the development of Spanish culture. This course includes field trips, lectures, and visits to the theater and cinema.

1 term – 3 semester hours.

Normally offered every semester.

Language of instruction: English and Spanish in alternating semesters, but the course may only be taken once.

SPAN 409 – Spanish Narrative and Cinema

The 20th century saw the creation of film as a new art and the relationship between film and literature became a polemic one. Today, no one doubts the artistic potential of films or the autonomy of film as an art medium. The role of literature in film making, however, is still a puzzling issue in many respects. After studying this history and evolution of this relationship between the two, the course will submit a series of Spanish novels and their film adaptations to close scrutiny from the point of view of both artistic forms, and symbiotic perspective in order to illustrate how the original literary work may have determined (or not) the final film product. The course will also look at the relationship between film and theater, the cinematic equivalents of literary techniques – narrator, time, space, character, symbol, etc. – the differences between narrative and script writing, variations in camera versus literary points of view, and more.

1 term – 3 semester hours.

Normally offered every year.

Language of instruction: Spanish.

SPAN 412 – Nineteenth Century Spanish Novel

From the regional and costumbrista writers to the height of Realism and Naturalism, the course will explore the evolution of the nineteenth century Spanish novel, through such novelists as Cecilia Böhl de Faber “Fernán Caballero,” Juan Valera, Leopoldo Alas, “Clarín” Benito Pérez Galdós and Emilia Pardo Bazán.

1 term – 3 semester hours.

Normally offered every year.

Language of instruction: Spanish.

SPAN 413 – From the Generation of 98 to the Generation of 27

Often referred to as Spain’s Silver Age, the period covering these two generations (which includes the Generation of 1914) certainly affords a richness and a variety seldom matched in any national literature. Unamuno, Valle Inclán, Antonio Machado, Azorín and Pío Baroja will provide a view of the Generation of 98, while Ortega y Gasset and Juan Ramón Jiménez will do the same for the Generation of 1914. Poets from Generation of 27 will include verses from García Lorca, Aleixandre, Alberti, Guillén, Salinas, Dámaso Alonso and Cernuda.

1 term – 3 semester hours.

Normally offered every year.

Language of instruction: Spanish.

SPAN 420 – Cervantes and Golden Age Spain I

The course will cover the first stage of Spain’s Golden Age, from the Renaissance poetry of Garcilaso de la Vega through the first part of Don Quixote and the drama of Lope de Vega. Poetry, novel and drama are the genres to be included in little over a century that saw the rise of modern lyrical poetry, as well as the birth of the modern novel with Cervantes and of the comedia with Lope de Vega.

1 term – 3 semester hours.

Normally offered every year.

Language of instruction: Spanish.

SPAN 421 – Cervantes and Golden Age Spain II

While the first part of this course covered Spain’s Golden Age from its beginnings in the Renaissance through Mannerism and into the Baroque, this course centers on the latter period when the Golden Age reaches its maturity. Poetry, novel and drama are the genres to be included.

1 term – 3 semester hours.

Normally offered every year.

Language of instruction: Spanish.

Portuguese Courses

Portuguese 101-102 – Elementary Portuguese: Introduction to Portuguese Language and Culture

Study and practice of oral and written language skills. Class activities are organized around cultural themes.

2 terms – 6 semester hours.

Portuguese 201-202 – Intermediate Portuguese: Language, Culture and Literature

Systematic review of grammar and study of Portuguese through texts of cultural interest. Development of written and oral skills through composition.

Prerequisite: Portuguese 101-102 or instructor’s permission.

2 terms – 6 semester hours.

SUFFOLK UNIVERSITY DAKAR CAMPUS, SENEGAL, AFRICA

Founded in 1999 as an American-Senegalese cooperative venture, Suffolk University's Dakar Campus is the first and only full-service American campus in West Africa. The Dakar Campus offers African and American students a tremendous opportunity to learn about each other's cultures and enhance their own potential for academic achievement. Through Suffolk's Dakar Campus African students are able to earn an American undergraduate business degree entirely in Senegal.

Mission Statement

Suffolk University Dakar is an American-Senegalese cooperative venture that welcomes and is accessible to people from the widest possible variety of backgrounds, educating members of its community to live in a diverse society and to appreciate the richness of various cultures. Through collaborative efforts with the Senegalese government and with Suffolk University's other campuses in Boston and Madrid, the Dakar Campus strives in its bachelor's degree and study abroad programs to utilize distinctive teaching models drawing on the intellectual contributions of its faculty, and to provide educational opportunities in a supportive, independent setting.

The Dakar Campus supports the Sawyer School of Management mission in its BSBA program – dedicated to advancement of global, accessible, lifelong learning, providing opportunity and exceptional value in a customer-intimate environment while maintaining high academic standards and quality in its programs and teaching. Students are exposed to contemporary management practices, taught primarily by Boston-based Sawyer School full-time faculty who teach in Senegal.

Accreditation

Suffolk University is accredited by the New England Association of Schools and Colleges and by the two most prestigious management education accrediting agencies in the U.S., the AACSB International – The Association to Advance Collegiate Schools of Business and by the National Association of Schools of Public Affairs and Administration (NASPAA). These accreditations allow study abroad students ease of transfer of course credits earned at the Dakar Campus to their home school, based on the permission of their home school.

Location

Dakar, a modern coastal city with nearly one million inhabitants, is the capital of Senegal, and the center of trade and culture for French West Africa. Rich in historical and cultural significance, Dakar is an ideal place for American and African students to meet, establish friendships and participate in cross-cultural educational activities and traditions. The West African experience provides intensive intercultural student activities, and introduces students to West African customs and lifestyles.

Dakar Campus Programs of Study

The Suffolk University Dakar Campus offers the following programs of study:

- 1) The Bachelor of Science in Business Administration for Africans** – a four-year Bachelor of Science in Business Administration (BSBA) degree in Senegal, focusing on American and International Business management.
- 2) Study Abroad Options** – full academic year study, summer and short-term study abroad programs in African/Senegalese culture, literature, environment, history, politics and economics.
- 3) English Language for Internationals** – four eight-week modules in English as a Second Language for students who require preparation in English prior to beginning a degree program.

The Bachelor of Science in Business Administration (BSBA) Program

The Bachelor of Science in Business Administration degree program follows the Boston Campus's American-style, undergraduate business curriculum that prepares students to meet the challenges of today's business world and the demands of evolving technology. Students complete the same curriculum as students on the Boston Campus – including general education, liberal arts electives, a business core and a business major, to achieve the degree. This combination of liberal arts and business subjects is a unique characteristic of U.S. education, and it provides African students with the broad background and diverse perspectives so desired by today's corporations and government agencies. This perspective is enhanced by interdisciplinary courses in Business Organization and Leadership, Computer Literacy, Ethical Responsibility, International Business, and American Studies. To enhance the learning experience, internships with African and American businesses are available, and upon completion of the degree, an additional yearlong placement with an American business firm or NGO may be undertaken.

The curriculum for BSBA students at the Dakar Campus consists of 122 credits (forty three-credit courses and two one-credit science labs). Students complete these courses as a cohort, over a four-year period. At the end of two years, students who have successfully completed the first twenty courses in the BSBA curriculum may apply for transfer to Suffolk's Boston Campus to complete the remaining requirements for their BSBA degree. Students may also complete their degree entirely at the Dakar Campus.

Courses are offered in intensive two-week modules (with four hours of instruction per day) over the academic year. English is the main language of instruction for all students, and courses are taught by Boston-based full-time faculty members from Suffolk's College of Arts and Sciences and Sawyer School of Management. Dakar Campus students also communicate with their Boston Campus instructors through use of the Dakar Campus' two fully Internet- and e-mail-connected computer laboratories. A videoconferencing system is available for use in shared distance-learning and conferencing undertakings with the Boston Campus and with Suffolk University's Campus in Madrid, Spain.

During the two-week module in which a course is offered, each student formulates (in consultation with the instructor) an on-going course-related research project. This project is completed in the four weeks following the end of the teaching module, and is submitted via e-mail to the faculty member. Students who enter the BSBA program on the Dakar Campus by January of any academic year can complete the entire first year of bachelor's degree study by August of that year.

The curriculum for BSBA students at the Dakar Campus consists of the following courses:

First Year

| | |
|----------|--------------------------------------|
| ENG 101 | Freshman English I |
| SOM 101 | Business Organization and Leadership |
| SOM 203 | Ethical Responsibility |
| AMST 100 | American Studies |
| GVT 103 | American Government |
| SOM 120 | Computer Literacy |
| BLW 214 | Contracts and Legal Studies |
| ENG 102 | Freshman English II |
| MATH 134 | Calculus for Mgt. and Soc. Sciences |
| CJN 177 | Business Communication |

Second Year

| | |
|-----------|-----------------------------------|
| ACCT 201 | Accounting and Decision Making I |
| MGT 317 | Organizational Behavior |
| ENG 215 | American Literature |
| CIS 310 | Management Information Systems |
| EC 101 | Principles of Economics-Micro |
| MKT 310 | Principles of Marketing |
| ACCT 202 | Accounting and Decision Making II |
| STATS 250 | Applied Statistics |
| MGT 335 | International Management |
| EC 102 | Principles of Economics-Macro |

Third Year

| | |
|---------|---|
| FIN 310 | Business Finance |
| ES 100L | Environmental Science Lab (2 credits) |
| SOC 273 | Women in Contemporary Society |
| CJN 491 | Professional Communication and E-Learning |
| MGT 201 | Management Science |
| MGT 552 | Special Topics in Management |
| ENG 353 | The Rise of American Fiction |
| HUM 403 | Seminar in Humanities |
| MGT 319 | Operations Management |
| MGT 553 | Special Topics in Management |
| CIS 425 | Networking and Telecommunications |

Fourth Year

| | |
|--------------------------|----------------------|
| Business Major | |
| Business Major | |
| Environmental Science I | |
| Business Elective | |
| Liberal Arts Elective | |
| Business Major | |
| Business Elective | |
| Environmental Science II | |
| MGT 429 | Strategic Management |
| Liberal Arts Elective | |

African Studies Study Abroad Opportunities

The Dakar Campus offers a unique opportunity for American college students and professionals to pursue semester, academic-year, short-term, and summer African studies programs in African/Senegalese culture, international business, literature, history, economics, politics, art, music, and dance. Students may take courses in African Studies; African Art, Music, and Dance; and Business Administration. While in Dakar, they may also take a language course to develop competence in French and in Wolof.

With appropriate preparation, students can transfer course credits earned in Dakar to their home campus. Pre-departure and on-site orientation is provided for all participants. The program includes excursions and field trips, including visits to the old colonial town of Saint-Louis and Gorée Island.

Technological Resources

Through the Dakar Campus' fully equipped and fully Internet-connected computer laboratory, all students have ready access to e-mail, the World Wide Web, and to an extensive array of online databases available via the Internet through Suffolk University's online library in Boston, Massachusetts. Suffolk University also provides the Dakar Campus with the facilities for videoconferencing.

Housing

There are two housing options available to students – on-campus residency with fellow study abroad students in a Suffolk University Dakar Campus dormitory, or homestays with families in the local area. Students can choose one of these options once they are accepted into the program.

Admissions

Undergraduate students in good academic standing interested in studying abroad at the Dakar Campus must submit an application form, an official college transcript, a letter of recommendation from an academic advisor or faculty member, and a statement of purpose. Please contact Dr. David Robbins in the CAS Dean's Office for more information.

Application Deadlines

Summer 2003 – April 15

Fall 2003 – May 30

Spring 2004 – November 15

Summer Study in Senegal

2003 Summer Study in Senegal, Dakar Campus African Studies Study Abroad Program

Courses are offered in three-week-long intensive modules, with thirteen contact hours per week (roughly two-and-a-half hours per day, Monday through Friday).

This exciting new summer program is designed for those wishing to study African politics, society, and culture from an interdisciplinary point of view. International Business majors may use these courses towards international liberal arts electives. All other business majors may use the courses towards liberal arts and/or free electives. Courses are taught by professors from the social sciences, the humanities, and the natural sciences. The first of the five modules is a "Travel-around-Senegal" course that serves as an introduction and orientation in West African culture. Three semester hours of credit will be awarded for successful completion of each study abroad course.

In each of the next four three-week modules, at least TWO three-semester-hour courses will be offered. Normally, any given student will take only ONE course, plus, if desired, a language course at the appropriate level. Three semester-hours of credit will be awarded for successful completion of each summer study course.

2003-2004 Academic Year Study Abroad Opportunities in African Studies – Suffolk University Dakar Campus

An orientation course (African Studies 301) is offered as an intensive two-week-long module (four hours per day, Monday through Friday) at the beginning of the semester. It is then followed by a twelve week "normal" study abroad semester, in which students take four courses, each of which meets weekly for one hour and twenty minutes, two days per week (a total contact time of two hours and forty minutes per week, times twelve weeks). At the end of the semester, there is a one-week-long examination period.

In the fall semester of 2003 and the spring semester of 2004, Suffolk University Dakar Campus will offer study abroad opportunities in African Studies and other location-specific subject areas for undergraduate students from campuses in the U.S. and elsewhere.

The tuition for one semester (15 semester hours) in the African Studies Study Abroad Program is \$5100. Room and board in the Suffolk University Dakar Campus residence hall is \$2500 per semester. There is an activities fee of \$250 per semester.

ADDITIONAL INTERNATIONAL STUDY OPPORTUNITIES

InterFuture (Intercultural Studies for the Future): A junior-year-abroad program. Students eligible to apply are sophomores in the top 10% of their class and (occasionally) outstanding freshmen. InterFuture Scholars undertake an intensive experience in intercultural study. During an eight-month preparatory period, the student prepares an intercultural independent study project with the help of a faculty advisor on campus and a series of InterFuture conferences. The participant carries out his/her research at home and then abroad – in, if possible, both a North Atlantic and a Third World nation. Available study locales include: Belgium, Curacao, the Czech Republic, Germany, Ghana, Hungary, Ireland, Jamaica, Mexico, Nepal, the Netherlands, Nigeria, Paraguay, Poland, the Russian Federation, Senegal, the Republic of South Africa, South Korea, Spain, Tanzania, the United Kingdom, and Zimbabwe.

Overseas for three to seven months, an InterFuture Scholar becomes as immersed as possible in the host culture(s) – studying in each country under a local expert and living with local families and students. The research papers prepared by InterFuture participants are submitted to their home institutions for fifteen semester hours of ungraded academic credit. Information concerning the exact terms of participation and availability of positions as InterFuture Scholars is available in the CAS Dean's Office from either David Gallant, Director of Undergraduate Advising, or from Associate Dean David Robbins.

Academic Exchange Programs with Charles University, Prague, Czech Republic: Suffolk University offers three different academic programs, of various lengths and foci, in Prague, the capital of the Czech Republic and one of Europe's most beautiful and romantic cities. All three programs are conducted in cooperation with Charles University, the oldest (founded 1348) and most prestigious institution of higher learning in Central Europe.

I. Spring Semester in Prague Program A semester-long study-abroad program in Prague, offered spring semester. The program is offered in cooperation with the Department of English and American Studies at Charles University. The curriculum includes Czech history, culture, politics, and economics, American studies from

a European/Czech perspective, Romanticism and National Identity in Central Europe, and electives in American or European literature/humanities or social sciences. The program also includes cultural visits and excursions.

II. Prague Spring Study-Tour Program A one- or two-week study-tour to Prague, offered every May to Archer Fellows and other honors students. The tour will take place immediately following the end of spring semester examinations at CAS. The participants will be based in Prague, and will have the benefit of receiving historical, political, and cultural background on the country/Central European region during walking tours of Prague and visits to important cultural sites in and around the city.

III. Summer American Studies Program for Czechoslovak and American Students A two-week American Studies seminar in Boston, followed by a two-week tour of the western United States. Offered every July. Maximum enrollment: 12 Czechoslovak and American students. Students from the Departments of English and American Studies at Charles University (Prague), Comenius University (Bratislava), and Palacky University (Olomouc) participate in this program along with comparably-advanced American students from Suffolk University. The first half of the program entails classwork (readings from Emerson, and examination of their role in defining the American canon, as represented by Whitman, Hawthorne, Melville, Henry James, W.E.B. Du Bois, Lewis, Fitzgerald, Steinbeck, Baldwin, Vonnegut, Pynchon, and Tom Robbins), tours of Boston, and a New York City excursion. The second part of the program involves a tour of Glacier National Park, Montana, and Waterton Lakes National Park, Canada.

Details concerning participation in any of the Prague programs are available from Dr. David Robbins in the CAS Dean's Office.

Stilwell School of International Studies (SSIS) at the Chongqing University, P.R.C., China: Arrangements can be made for Suffolk University students to study at the Stilwell School of International Studies in Chongqing, China, for a semester or for an academic year.

Details concerning study at the Stilwell School may be obtained from Dr. David Robbins in the Dean's Office, College of Arts and Sciences.

British American College, London, at Regent's College, London, England: One- or two-semester academic year, or summer, study programs in England are available at the British American College, London, at Regent's College, a U.S.-accredited university-level institution centrally located in London.

During their time at the British American College, Suffolk students remain registered as full-time students at Suffolk University in Boston, thus retaining their eligibility for all federal, state, and institutional financial aid.

Details concerning this program may be obtained from Youmna H. Hinnawi, Director, Study Abroad Programs or Rebekka Bennett, Assistant Director.

Academic Exchange and Study Abroad Program with University College Cork, Ireland (UCC): Suffolk University in Boston and University College Cork, Ireland accept an exchange of qualified students for the purpose of studying abroad. In addition to academic exchange, Suffolk students can study for one- or two-semester academic year, or summer.

During their time at UCC students remain registered as full-time students at Suffolk University. Details concerning participation in the UCC exchange/study abroad program are available from Dr. Robert Topitzer in the Sociology Department or from Youmna H. Hinnawi in the Study Abroad Office, or Rebekka Bennett.

Ecole Nationale Supérieure de Physique de Marseille (ENSPM), Marseille, France: Students majoring in Physics or Engineering have the opportunity during their senior year to take courses or do research (which will count toward their graduation requirements) at the Ecole Nationale Supérieure de Physique de Marseille (ENSPM). Research projects at the ENSPM are conducted with English-speaking scientists. Courses offered at the ENSPM, however, are entirely in French. To plan for the necessary language and cultural preparation, interested students should discuss their plans with Dr. Walter Johnson, Chair, Department of Physics, College of Arts and Sciences.

Institute Universitaire de Technologie de Marseille (IUT), Marseille, France: Students majoring in Engineering have the opportunity during their senior year to take courses or do research (which will count toward their graduation requirements) at the Institut Universitaire de Technologie de Marseille (IUT). Research projects at the IUT are conducted with English-speaking scientists. Courses offered at the IUT, however, are entirely in French. To plan for the necessary language and cultural preparation, interested students should discuss their plans with Dr. Walter Johnson, Chair, Department of Physics.

Academic Exchange and Study Abroad Program with Lincoln University Argentina (LUC), Buenos Aires, Argentina: Suffolk University in Boston and Lincoln University in Buenos Aires, Argentina accept from the other an exchange of qualified students for the purpose of studying abroad. In addition to academic exchange, Suffolk students can study abroad during the summer and fall U.S. terms. Details concerning participation in the Lincoln University Argentina exchange/study abroad program are available from Youmna H. Hinnawi in the Study Abroad Office, or Rebekka Bennett.

Academic Exchange Program with European Business School (EBS), London, England: The purpose of the exchange is to facilitate the advancement of the shared goals of teaching, learning and scholarship relevant to the operation of market economies. This will be an exchange of undergraduate students. These students remain registered as full-time students at Suffolk University, and thus retain full eligibility for University, state, and federal financial aid. Details concerning participation in the EBS exchange program are available from Youmna H. Hinnawi in the Study Abroad Office.

Academic Exchange Program with Istanbul University, Istanbul, Turkey: Suffolk University in Boston and Istanbul University in Istanbul, Turkey accept an exchange of qualified students for the purpose of studying abroad. In addition, each university will consider faculty exchanges, as well as research and publishing collaboration. Details concerning participation in the Istanbul University exchange program are available from Youmna H. Hinnawi in the Study Abroad Office.

International Internships: The International Internship Program offers full-time one-semester, two-semester, and summer internships in a number of countries, including Australia, Ecuador, France, Germany, India, Ireland, Jamaica, Mexico, the Philippines, the United Kingdom, and various African locales. Internship placements and housing are provided by affiliate agencies, but students remain registered at Suffolk University, and their work is supervised by a Suffolk faculty member. The program is administered through the Government Department, but is open to undergraduate students of any major. Details concerning the International Internship program may be obtained from Dr. Melissa Haussman, Government Department.

Field Studies Abroad: Field courses abroad or study-tours are offered periodically, by members of the English, History, Government, and other academic departments, in locales such as Central America, Eastern Europe, and Southern Africa. Recently, participants in field courses or occasional study-tours have travelled to England, Ireland, Nicaragua, and the Russian Republic. Details concerning field study abroad opportunities currently available or in the planning stages may be obtained from Dr. David Robbins, CAS Dean's Office.

Other Off-Campus Study Opportunities British Universities Summer Schools: This program offers a 9-semester-hour program of themed summer study at one of three British universities designated each summer for participation by the Institute for International Education. Details concerning this program may be obtained from Dr. David Robbins, CAS Dean's Office.

Project S.A.F.A.R.I. (Study at Foreign Academically Recognized Institutions) International Study Loans: Any full-time undergraduate Suffolk University student who is a U.S. citizen or has resident status within the continental U.S. may be eligible to apply for an interest-free loan from the Project for Study at Foreign Academically Recognized Institutions (S.A.F.A.R.I.). The purpose of this program is to assist in meeting the costs of international study. The individual must be in good academic standing to qualify. Details concerning SAFARI Loans may be obtained from Dr. Celeste Kostopulos-Cooperman, Department of Humanities and Modern Languages.

Fulbright Scholarship for Graduate Study Abroad: A highly selective and highly competitive federal government program that provides support for one year (and occasionally more) of graduate study abroad. Students eligible to apply are seniors in their final year of undergraduate study. Applicants must have outstanding academic records and the strong endorsement of their major professors. Information concerning terms and the availability of the awards is available from Dr. David Robbins, CAS Dean's Office.

Marshall and Rhodes Scholarships for Graduate Study in the United Kingdom: Highly selective and highly competitive scholarship programs that provide support for one year (and occasionally more) of graduate study in the United Kingdom. Students eligible to apply are seniors in their final year of undergraduate study. Applicants must have outstanding academic records and the strong endorsement of their major professors. Information concerning terms and the availability of the awards is available from Dr. David Robbins, CAS Dean's Office.

Certificate in United States Studies for International Students: This is a one-year program open only to visiting international non-degree students. Course work in U.S. study includes history, literature, government, and other social sciences. Course selection is individually tailored to the needs and interests of individual students. Each program must be approved by the Certificate program director prior to registration. Details concerning the Certificate in U.S. Studies may be obtained from Dean Robbins.

ACADEMIC RESOURCES

Library Services

The Mildred F. Sawyer Library occupies the first two floors and two floors below street level of the Frank Sawyer Building at 8 Ashburton Place. It contains a collection of 105,000 volumes, more than 900 current periodicals, and more than 125,000 microform units. Books are arranged on open shelves by Library of Congress classification numbers and may be borrowed for 28 days, renewable. Periodicals are arranged by title on the 1st Floor, but they may not be taken out of the library. Course-required textbooks and assigned articles are kept on reserve at the Circulation Desk on the 2nd Floor. These may be borrowed for two hours in the library. A catalog of the books and periodicals held in both the Sawyer and Law Libraries is available at terminals throughout the library as well as by modem from home computers. The catalog also lists by professor and course number books and articles placed on reserve at the Circulation Desk, as well as books on order and the latest issues of periodicals received.

The Sawyer Library has seating for 350 students, with study carrels and three group-study rooms. The library also provides networked computers, typewriters, coin-operated photocopiers and microfilm reader/printers.

The Reference area has a strong collection of special encyclopedias, directories, business services, and periodical indexing & abstracting services. Several full text databases are available through the worldwide web to students in dorm rooms and at home, as well as to any campus networked computer.

When additional resources are needed, the library can refer students to the appropriate library among the many in the Boston area. The holder of a current Suffolk University ID card can use any of the 14 libraries in the Fenway Library Consortium. Students can also use the Boston Public Library, including its Kirstein Business Branch, the Massachusetts State Library, and other academic and special libraries nearby.

The Sawyer Library is open during the fall and spring terms as follows:

| | |
|----------------|-----------------------|
| Monday through | |
| Thursday | 8:00 am. to 11:00 pm. |
| Friday | 8:00 am. to 6:00 pm. |
| Saturday | 10:00 am. to 6:00 pm. |
| Sunday | 1:00 pm. to 9:00 pm. |

During the summer terms the library is open as follows:

| | |
|----------------|--------------------|
| Monday through | |
| Thursday | 8:00 am. to 9 pm. |
| Friday | 8:00 am. to 5 pm. |
| Saturday | 11:00 am. to 6 pm. |
| Sunday | Closed |

Library hours during university vacations are posted at the entrance. The library is closed on most holidays.

Collection of African American Literature In 1971 Suffolk University and the Museum of Afro-American History established a Collection of African American Literature. In 1981 the newly established Boston African American National Historic Site, under the auspices of the National Park Service, joined the project.

The collection includes poetry, drama, fiction, and non-fiction prose of important African American writers from the eighteenth century to the present in both book and periodical form. It contains related critical, historical, biographical, and bibliographical works by writers of all races. Of special interest is the Collection of African American Writers associated with New England. Housed in the University's Sawyer Library, the Collection serves as the nucleus for a permanent center in Boston for students and visitors to study and enjoy African American literature.

Archives The University Archives collect materials documenting the history and activities of Suffolk University, including yearbooks, newspapers, catalogs, newsletters, administrative documents, photographs, and memorabilia. The Archives are located within the Mildred F. Sawyer Library.

Academic Technology Services

The Management Information System (MIS) department controls the institution's information technology infrastructure. MIS's Network Services Group is responsible for the connectivity between campus buildings as well as the installation and maintenance of routers, fiber channels, external; communication, e-mail and internet systems. All students are assigned a computer account on registration. This account allows internet and e-mail access both on and off campus. Users connecting to the university network have direct, high-speed access to all University network services including web-based research databases and on-line CD-ROM servers for library research. These services can be accessed off-campus through the University's website: www.suffolk.edu. The University operates on a Windows computing platform.

Both the College of Arts & Sciences and the Sawyer School of Management maintain offices of academic technology that provides direct support regarding issues of technology related to teaching, research and administration. These offices install and maintain hardware, software and networking capabilities for their respective schools. They also provide training, manage computer labs and classrooms, and manage school specific web sites.

The College of Arts & Sciences has twenty-two multimedia classrooms equipped with state-of-the-art audio, video and DVD equipment. Each classroom also has high-speed Internet access allowing instructors to integrate web-based applications into their curriculum. The College's three computer labs operate during day, evening and weekend hours enabling students to complete class assignments using up-to-date applications assigned by faculty.

The Sawyer School of Management has 15 multimedia case rooms with presentation and internet capabilities. There are 2 computer classrooms with student micro-computers of classroom teaching applications and web design. In addition, there is a student walk-in computer lab located on the fifth floor of the Sawyer building. This lab provides 40 networked computer stations, laser printers, color printing, scanning capabilities, and access to discipline-specific software assigned by professors. Computer access is also available in the Sawyer school graduate student lounge, located on the fourth floor of the Sawyer building.

University Media Services

University Media Services (UMS) is comprised of three media centers that provide equipment and instruction to the faculty and administration for classroom and campus activities. The facilities that primarily serve the College of Arts and Sciences and the Sawyer School of Management are in the Donahue Building, Room 215, and in the Sawyer Building, Room 908. There is also an additional media center in Sargent Hall.

In addition to equipment distribution, each center offers specific media production and support services. Services directly available to students include use of Graphic Production Facilities, located in the Sawyer Center. Graphic Production consists of self-service production of overhead transparencies, slides, and posters. There is no charge for equipment use; however, there is a small fee for materials. Students who wish to use media equipment in classroom presentations must make arrangements through their professor.

For further information and daily hours on services in the Donahue Media Center, please call Bill Walcott, Assistant Director, at 573-8168; for the Sawyer Media Center, contact Derek Pearson, Assistant Director, at 573-8484.

The Geno A. Ballotti Learning Center

The Ballotti Learning Center is a multi-faceted support service providing diverse programs for the Suffolk University community. Most Learning Center programs offer strategies and techniques for improving academic success. For this reason, Learning Center programs are appropriate for students preparing for graduate school as well as students needing academic support in their current undergraduate or graduate program.

The Ballotti Learning Center is located in the Donahue Building, 41 Temple Street, Room 208. The Center is open 9:00 a.m. to 5:00 p.m. Monday through Friday. Evening hours are posted each semester. All services are free. For further information stop by the Center or call (617) 573-8235.

The following services are available at the Center:

Peer Tutor Program: Peer instruction in strategies for Time Management, Exam Preparation, Text Comprehension, Note Taking, Learning Style Analysis, etc. applied to current course work. Particularly appropriate for students preparing for graduate school or for students who are having academic problems in more than one course.

Study Group Program: Study group sessions for targeted high risk classes in which student leaders model techniques and strategies for understanding course content.

Campus Referral: Central service for providing referral information about resources on campus.

Materials Resource Library: Self-study help in Math, English, study skills, computers, entrance exams, preparation guides for advanced degree programs.

AHANA International Peer Liaison Program: Peer outreach to answer questions and generally support international and African American, Hispanic, Asian, and Native American students during their transition into the Suffolk University community.

University Achievement Program: The University Achievement Program is available to eligible incoming freshman. The program is designed to enable students to have a successful academic career. Participation includes a weekly seminar and an academic support network coordinated by professional educational consultants.

Special Services Program: Outreach Program to provide support to high-risk students identified by faculty and/or academic standing committees. Students may also self-identify college adjustment concerns. Students meet with an Educational Consultant to create an action plan and problem-solve challenges.

Learning Disabilities Services: Students with learning disabilities can receive services which will help them better understand the nature of their learning difference and how to adapt to a university environment. Students meet with the LD Specialist and collaboratively assess current learning needs. Learning differences, strategies, and time management concerns are discussed so that students become proactive learners in their educational experience. Tutoring and academic coaching are provided as resources to assist in reaching academic goals. For accommodations, students also need to bring official documentation and meet with the Assistant Dean in the Dean of Students Office.

ACCESS: ACCESS is a support, leadership and advocacy group for students with any type of disability. Students meet weekly to talk about their college experience and how they can strengthen their advocacy skills as well as create awareness of disabilities on campus. Students interested in participating will also have the opportunity of working on group projects or contributing to a yearly newsletter.

CLEP: College Level Exam Program (CLEP) allowing students to receive college credit by demonstrating content achievement. CLEP credit will not be awarded in the senior year (the last 30 hours of the degree program).

Graduate Exam Prep: Self-study graduate exam preparation programs for GRE, LSAT, GMAT, MCAT.

Math/CS Support Center The Math/CS Support Center (MSC), run by the Department of Mathematics and Computer Science, offers a variety of types of assistance to students during day and evening hours in Fall, Spring and Summer sessions. The following is a brief outline of the programs available. Complete schedules are published at the start of each semester and are available from the M.S.C. (F636) and on the Web at www.cs.suffolk.edu. Please call (617) 573-8763 for additional information.

Math Help sessions offer one-to-one and small group assistance in course content for all freshman level mathematics courses. This is a good place to ask questions about daily homework and lectures before

questions become problems. Students may drop in as often as needed at any time during scheduled sessions. There are more than 50 hours of scheduled help each week divided between day and evening hours. Sessions are led by caring adjunct faculty and upperclass students and run from the first week of classes through final exams. Students need not be in severe difficulty to attend. When the Math/CS Support Center is open, students are welcome to use it as a friendly place in which to do their math homework.

Programming Help sessions offer drop-in tutorial help for students taking introductory computer science courses (through CMPSC 132). There are more than 20 day and evening hours of scheduled help each week. Sessions are led by caring upperclass and graduate students and run from the first week of classes through final exam week.

Mathshop is a non-credit, full-semester workshop designed for students who need substantial review before starting Math 104, 106 or 121. Similar to a course, Mathshop meets three hours per week, throughout the semester. It systematically covers fundamentals such as: arithmetic with signed numbers, fractions, decimals, percentages, basic algebra, and solving equations. Study skills and strategies for dealing with math anxieties are also discussed.

The **Mathematics Placement Exam**, administered by the Department of Mathematics and Computer Science, is given to all incoming freshmen and transfer students during each orientation period. It has been of considerable help in determining the appropriate math courses for incoming students. The placement exam begins with topics everyone will have seen and gradually builds up to problems that only advanced students will have encountered. The goal of this exam is to make sure that each student is placed in a course for which he or she is well prepared.

Second Language Services Second Language Services (SLS) was created to unify the many services Suffolk University offers to students from linguistically diverse backgrounds. The mission of SLS is to provide academic support to those students whose primary language is not English by aiding them in strengthening their reading, writing, speaking, and listening skills. Support is offered by ESL professionals through intensive and semi-intensive English classes, workshops, individual tutorials, self-study materials, an institutional TOEFL program, and a faculty outreach program. The workshops, tutorials, and self-study materials are provided free of charge.

Second Language Services takes a pro-active approach to identifying and communicating with students in need by working in collaboration with the Deans, the Ballotti Learning Center, Admissions, and the English Department in their screening processes. In addition, in the Spring of 1998, a departmental outreach program was begun to establish a referral process with other Suffolk University professionals. It is our hope that no student in need of English language support continues at the University unaided.

SLS programs are outlined below:

Pre-Admission Writing Assessment: Through this program students whose admission files reflect low levels of English language proficiency are invited to visit the University to complete a screening process and discuss the opportunities available to them at Suffolk. Based on each student's performance during this visit, the SLS staff makes a recommendation to the Admissions Office on the viability of his or her application.

English Language for Internationals (ELI): This is an intensive, non-degree English language program. It is designed for international students with at least an intermediate level of English proficiency, who plan to attend college in the United States. Students enrolled in ELI courses receive no college credit and are not eligible for federal financial aid.

English as Second Language (ESL): The ESL program is a credit bearing program that primarily enrolls non-native English speakers who are graduates of high schools accredited in the United States. It typically entails a five year program of study that leads to a baccalaureate degree. The first year of developmental English courses are complemented by a series of content courses, enabling the students to acquire the academic language skills needed to be successful at the University. Domestic students admitted into the ESL program are eligible to apply for federal financial aid.

Developmental English Courses: In addition to the ESL and ELI programs, the University offers 3 and 6 credit developmental courses designed for students with advanced levels of English proficiency who might still lack the required academic reading and writing skills. Placement into these classes is determined through the English Department's screening process and is often a condition of admission.

Language Workshops: Throughout the semester a series of workshops is offered, some in direct support of the Eng. 101 and 102 courses, and others dedicated to a specific skill (e.g., research paper writing). These workshops are free of charge and open to any student who wishes to participate. In some cases students are required by their English instructors to attend. Most workshops meet for 2 hours a week. Referring instructors are regularly informed about a student's progress in the workshops.

Individual Tutorials: Any student whose native language is not English is also eligible to use the tutorial services offered by the SLS staff. The tutors are degreed professionals with backgrounds in language acquisition. Most students meet with a tutor to work on their language skills for one or two hours a week. The focus is on the individual's language needs; this is not a proofreading service. The tutoring is free of charge.

Writing Center The Writing Center offers tutoring to all students interested in improving their writing. Students need not be struggling in a course, or failing, in order to work with one of our tutors. We will help students generate ideas for their papers, formulate a good thesis, organize and detail their arguments, strengthen their sentences and refine their style. We will also help with reading comprehension, literary analysis, research techniques and, of course, grammar and punctuation. Since the Writing Center does not offer drop-in tutoring, students need first to register during our open registration hours posted each semester at the Center. A recent writing sample would be most helpful. Registration takes approximately fifteen minutes and tutoring usually begins in a day or so. Our service is, of course, free of charge. The Writing Center is located in Fenton 203.

STUDENT RESOURCES

Student Life

Student Right to Information & Confidentiality of Student Records (The Buckley Amendment) In keeping with provisions of the Family Educational Rights and Privacy Act of 1974 (P.L. 93-380) as amended (P.L. 93-568), also known as the Buckley Amendment, Suffolk University will provide eligible students or their parents with the opportunity to review the student's education records, to seek corrections of information contained in those records, and to limit disclosure of information from those records. The University is required to give students or their parents annual written notice of these rights and the right to file complaints with HEW concerning alleged failures by the institution to comply with the requirements of the Act. A written policy governing institutional record keeping is on file at the Registrar's Office.

The provisions on privacy are affected by Section 510 of the Veterans Education and Employment Act of 1976 (P.L. 94-52) which provides that notwithstanding P.L. 93-568, records and accounts pertaining to veterans as well as those of other students shall be available for examination by government representatives. The exception is found in Title 38 of the U.S. Code, Section 1790 (c).

An Act Excusing the Absence of Students for Their Religious Beliefs In keeping with the amendment of Chapter 151C of the Massachusetts General Laws, any student in an educational or vocational training institution, other than a religious or denominational educational or vocational training institution, who is unable, because of his religious beliefs, to attend classes or to participate in any examination, study or work requirements shall be excused from any such examination or study or work requirement, and shall be provided with an opportunity to make up such examination, study or work requirement which he/she may have missed because of such absence on any particular day; provided, however, that such makeup examination or work shall not create an unreasonable burden upon such school. No fees of any kind shall be charged by the institution for making available to the said student such opportunity. No adverse or prejudicial effects shall result to any student because of his/her availing him/herself of the provisions of this section.

Americans with Disabilities Act The Americans with Disabilities Act (ADA) prohibits discrimination against persons with disabilities. This law assures that persons

with disabilities have access to employment, public accommodation, public service, transportation, and telecommunication programs and services. The ADA is comprised of five titles, two of which are most pertinent in the University setting:

Title I makes it illegal to discriminate on the basis of disability in employment. Title I provides comprehensive job bias protection to "qualified individuals with disabilities." Employers are required to provide "reasonable accommodation" to individuals with disabilities who are capable of performing the "essential functions" of jobs, unless the employer can demonstrate that the accommodation would impose an "undue hardship" on the operation of the business.

Title III makes it illegal for places of public accommodation to discriminate against individuals with disabilities in the provision of goods, benefits, services, facilities, privileges, advantages or accommodations.

Dean of Students Office The Dean of Students Office is responsible for creating and maintaining programs and services that enhance student life at the University. The office functions as a resource and referral source for a variety of student concerns and welcomes the opportunity to hear from students about their experiences at the University. In addition to working with students around certain academic petitions and requests for leaves of absences and withdrawals, this office works cooperatively with other parts of the University ensuring the institution is responsive to students' needs in all areas. The Dean of Students specifically coordinates the work of the Student Services Division which includes Athletics, Campus Ministry, Career Services and Cooperative Education, Health Services, Residence Life and Summer Programs, Student Activities and Women's Program Center. This office also adjudicates student conduct matters, is responsible for outreach to parents, special programs for new transfer students, and assistance to the learning disabled and the physically challenged. If a student has a question, problem, or an idea and is unsure where to take it, the Dean of Students Office is a good place to begin.

Residence Life The Office of Residence Life and Summer Programs is responsible for establishing and maintaining a positive living/learning environment for students who live in on-campus housing. The Director of Residence Life and Summer Programs and the resident assistants live in the residence hall at 150 Tremont Street and are responsible for the day to day operation of the building. They support, coordinate and oversee

the social and educational programs and services that take place in the residence hall, as well as supervise the governance of the residence community. The Director of Residence Life and Summer Programs works closely with the Dean of Students Office, Health Services, the Counseling Center, Student Activities, University Police and other campus services to ensure the academic and social well-being of all resident students.

Services for Students with Disabilities The Dean of Students Office functions as the institutional advocate for students with learning and physical disabilities. Documentation of disabilities and requests for assistance should be made to the Assistant Dean of Students as early in the semester as possible. Please refer to the Services for Students with Disabilities Handbook which outlines in greater detail the process for securing accommodations and the range of services and assistive technology available to Suffolk students.

Student Activities Office Housed in the Student Activities Center, Donahue (fourth and fifth floors), the Student Activities Office provides services including: organizational assistance, program planning advice, information, budgetary guidance, scheduling coordination, flyer printing, function space reservations, a monthly calendar of events, and direct advising for student organizations. For more information, contact the Student Activities Office, (617) 573-8320. For a listing of student organizations active at Suffolk University, please consult the Student Handbook or the Student Activities Office.

The Hub The Hub at Suffolk University is an information desk located in the lobby of the Donahue Building. The Hub is staffed Monday through Friday 9:00 am to 5:00 pm to answer questions, provide directions and to generally make your day a little less hectic. The Hub can be reached at (617) 994-4225 or thehub@suffolk.edu to answer all your questions.

Student Government Association The Student Government Association (SGA) is "your voice on campus." It is the representative body for undergraduate students. SGA focuses on issues that affect students academically, financially and co-curricularly. The goal of Student Government is to be the major channel of communication for students to voice their opinions and ideas to the faculty, administration, and trustees.

One of the most important responsibilities SGA has is managing the budget which consists of student activity fees. The budget is used to finance the activities of the Program Council, Club Allocation Board, Beacon Yearbook, and Student Government Association.

The Student Government Association is an important element at the University. It improves the quality of life while teaching leadership, professional, and interpersonal skills that last a lifetime. If you would like to be involved in SGA or have any concerns that you would like to see addressed, please call (617) 573-8322 and talk to your representatives.

S.O.U.L.S. Community Service Center

Donahue Building, Room 409

(617) 305-6306

souls@www.suffolk.edu

Since 1997, Suffolk's Organization for Uplifting Lives through Service has organized long- and short-term service opportunities for members of the Suffolk University community. Short-term projects include Alternative Spring Break, Red Cross Blood Drives, canned food drives, the annual Service Day, and weekly service at two local food pantries. Long-term projects include literacy and math tutoring through Read Boston, mentoring with Jump Start and other community outreach projects. S.O.U.L.S.' original focus was to create a culture of service at Suffolk University. Now that this culture has been introduced, S.O.U.L.S. seeks to foster the development of curriculum-based service learning opportunities and promote social change through service initiatives. S.O.U.L.S. sponsors monthly "Connections" designed to bring together current and prospective volunteers. These include a brief topical presentation and time for reflection, discussion and questions about areas of service. S.O.U.L.S.' initiatives are directed by the Steering Committee comprised of faculty, students and staff. Please contact Amy K. French, Assistant Director of Service Learning, at afrench@suffolk.edu for more information.

Our mission is to engage Suffolk University students, faculty, staff and alumni in a variety of meaningful service opportunities designed to strengthen communities and improve the quality of life for individuals.

To accomplish our mission in a manner consistent with our values, we develop service opportunities that:

1. Enhance classroom learning through practical experience in communities,
2. Offer participants a greater understanding of social justice and support advocates for social change,
3. Help participants establish an ethic of service, a sense of personal growth, present opportunities for leadership development, and express and promote the value and acceptance of diversity in our communities.

Support for Gender Issues at Suffolk University The combined efforts of the Dean of Students Office, Office of Student Activities, and the Women's Studies Program result in a full slate of programs and services that attempt to meet the diverse needs of our male and female students. Programs and resources are provided that will increase the awareness of gender issues within the Suffolk Community.

Staff members work to create both one-time and annual events that promote student and staff interaction outside the classroom. Annual programs include the Welcome Back reception in the fall, Celebration of Women's History Month, and the End of Year Women's Dinner. Future directions and plans that will strengthen and broaden the organizational structure and participation around issues of gender at the university are under review. For more information contact the offices listed below:

Advocacy Issues:

Dean of Students Office, (617) 573-8239

Gender Programs or Events:

The Office of Student Activities, (617) 573-8320

Women's Studies Program:

Dr. Krisanne Bursik, (617) 573-8295

Graduate Student Association The Graduate Student Association (GSA) is the representative body of all graduate students of Suffolk University. GSA directs its energies towards maintaining a high standard of quality services for graduate students, especially in areas regarding availability and quality of the classes offered to these students, promoting professional development opportunities, networking events, scholarships, social events, and research funds. GSA gets involved in all student issues on the Suffolk campus and is a strong advocate to graduate students. Election of GSA Officers is held in April. Any graduate student is welcome to apply for membership to the GSA Board (contact the Student Activities Office for more information).

All graduate students (part-time or full-time) are welcome to attend meetings and contact the GSA Board about issues and activities that are important to them.

Religious Life The Office of Campus Ministry and Interfaith Center exist to help students, faculty and staff meet their spiritual, moral and social needs. The Center offers a meditation room, as well as an 18-seat Interfaith Room, to members of the University's many religious traditions. A Protestant chaplain serves as a counselor

and spiritual guide. All are invited to the Interfaith Center to discuss whatever personal, social, or religious concerns they might have. Upon request, arrangements can be made with other religious leaders for counseling and guidance.

Career Services and Cooperative Education Office The Career Services and Cooperative Education Office assists students in developing career objectives, exploring career alternatives and initiating the strategies and techniques necessary to secure successful, fulfilling employment.

Resources include:

- Career exploration opportunities, including internships and cooperative education placements.
- Workshops and mini-courses focused on career opportunities, in specific fields, resume writing interviewing skills, and job hunting strategies.
- Alumni Career Advisory Network, a resource that can put students in touch with over 500 alumni representing a cross section of industries and careers.
- Full- and part-time job listings, on- and off-campus recruiting, job fairs, and Internet postings.

Staffed by experienced professionals, the Career Services and Cooperative Education Office offers individual career counseling and access to a comprehensive resource library that includes books, periodicals and directories as aids for all levels of career concern.

Cooperative Education is an approach to learning that integrates academically relevant work experience with classroom education. Students in the Co-op Program work full- or part-time in a job related to their major course of study. The Co-op experience allows students to make more realistic career choices, learn through the practical application of their academic study, become more competitive in the job market upon graduation, and earn a portion of their college tuition.

All full-time students are eligible for the Co-op Program if they have completed their freshman year (or one semester for transfers) and have earned a grade point average of 2.5 or above. Graduate students are eligible immediately upon beginning their programs. Co-op is an optional, non-credit program and students may choose to enroll in only one or as many as five full-time or nine part-time terms. Work terms are flexible. Those who enroll in part-time placements work while attending classes and often graduate in four years.

Co-op placements are available with all types of employers: accounting firms, banks, law firms, brokers and retailers, hospitals, universities, government and social service agencies. The specific placement for which students apply depends upon interest, experience and ability. There are placements suitable for sophomores as well as for seniors and graduate students about to enter their chosen professions.

Health

Health Services The University's Health Services Department has the responsibility for providing routine and urgent care to the student body. All students, regardless of their insurance, are eligible to use Health Services. Some of the services offered to students include: diagnosis and treatment of common illnesses and injuries; gynecologic services including birth control counselling and pregnancy testing, sexually transmitted disease screening; premarital bloodwork, immunization, and athletic physical. An athletic trainer is available through the Athletics Office to treat students with sports-related orthopedic conditions. In addition, health education is provided about such topics as HIV and AIDS, weight control, smoking cessation, cancer, cholesterol, heart disease and alcohol awareness. All visits to the health center are confidential.

Massachusetts State Law requires all students enrolled in nine or more credits per semester to have health insurance. Students must waive or enroll in the University Health Plan each year. If a student does not prove to have health insurance comparable to that offered through the University, s/he will automatically be charged a premium and will be covered under the Suffolk Student Health Insurance Plan. Health insurance information, along with waivers and enrollments, can be done by going to www.universityhealthplans.com

All accidents or injuries occurring on University property should be reported to the Health Services Office. Any student contracting or exposed to a communicable disease should also contact the Health Services Office.

Finally, all students enrolled in 12 credits or more must provide evidence that they have been properly immunized against measles, mumps, rubella, diphtheria and tetanus. All full-time and part-time international students must provide evidence that they have been properly immunized. Proper immunity as mandated by the Massachusetts Department of Public Health includes two doses of measles, one dose of mumps, one dose of rubella, and a tetanus and diphtheria vaccine within the past 10 years.

All Freshman, Sophomore, and Junior students must show proof that they have been immunized against Hepatitis B. Also, it is recommended that all Freshman students be immunized against bacterial meningitis and vari-cella chicken pox.

University Counseling Center

(Department of Psychological Services) The University Counseling Center helps members of the Suffolk University community function more effectively by assisting them in defining and achieving their personal and academic goals. Counseling Center facilities and programs are offered without charge to full- and part-time students, and, within the confines of available resources, to faculty, administration, and alumni. Services include the following: (1) individual and group counseling related to personal concerns, academic adjustment and career exploration, (2) administration of personality and vocational tests to assist students in the process of exploring and defining personal and career goals, (3) maintenance of a career/education library, (4) experiential courses in Counseling Skills and Leadership Skills in a Diverse Society, and (5) individual and group consultations designed to help improve the living and learning environment at the University.

Strict confidentiality of records and counseling relationships is maintained at all times. No information concerning any client's counseling relationship shall be shared unless prior written approval is obtained and the request for release is consistent with established legal statutes and ethical guidelines.

Counseling Center services are available Monday through Friday from 8:00 a.m. to 4:30 p.m., and at other times by appointment. Psychologists are also available for emergency walk-in sessions during office hours. Appointments can be made in Ridgeway 305 or by telephone at (617) 573-8226.

The Counseling Center is accredited by the International Association of Counseling Services (IACS). Its Internship Program in Professional Psychology is accredited by the American Psychological Association (APA). The Center is also a member of the Association of Pre- and Post-Doctoral Internship Centers.

Specific Services

Adult and Evening Studies The Office of Adult and Evening Studies is an integral part of the Office of Undergraduate Admission providing enrollment services and other support and advisement to adults and part-time students. To schedule an appointment or request information, call (617) 573-8460.

Veterans Services

The Registrar's Office functions as a liaison between the Veterans Administration and the University. It certifies and processes both initial and follow-up claims for benefits. It also assists in cases when a veteran who is entitled to benefits has not received them. Suffolk University also participates in the CON-AP Program.

The English as a Second Language (ESL) Program The English as a Second Language (ESL) Program, which leads to a bachelor's degree from Suffolk University, consists of courses taken over a four- to six-year period. All courses are taught in English by Suffolk University professors with experience and special training in teaching ESL students. Classes are small which enables students to receive individual attention. Before the school year begins, students will meet with the ESL Program Coordinator to plan their program. The length of time needed to obtain a full degree will depend on how quickly students progress in their language skills and what academic major they wish to pursue.

Students first enter a one-year ESL program. As ESL students, they will take between 24 and 30 semester hours of course work, some of which will count towards their Suffolk University degree program. The first year courses in the College of Arts and Sciences include:

- ESL Reading Skills
- ESL Writing Skills
- Integrated Studies
- American History
- Rhetorical Communication
- Math or Program Elective

All ESL students are required to take a writing examination at the end of the first year of the ESL Program. They must pass this examination in order to begin their second year at Suffolk. Students needing additional help in passing the exam may take special summer courses.

The Coordinator of the ESL Program officially advises ESL students during the program and offers further assistance throughout their time at Suffolk.

The ESL Program is located on the second floor of 20 Ashburton Place. Appointments may be arranged by calling (617) 973-5392. For further information about the program, please see the ESL program description in this catalog.

Services for International Students and Scholars Suffolk University recognizes that international students have special issues and concerns because they are living far from home in a different culture and with many immigration requirements. The Center for International Education provides international students and scholars a variety of services.

The Immigration Services staff of the CIE has extensive experience with immigration regulations, cultural adjustment issues and developing and sustaining programs for international students. International students are encouraged to visit the office and meet with an advisor or attend workshops.

The Center for International Education is located in the Claflin Building at 20 Beacon Street, 6th Floor. Staff can be contacted by telephone at (617) 573-8154 or by e-mail at oia@suffolk.edu.

AHANA (Minority) Student Support The Assistant to the President and Director of Multicultural Affairs serves as a counselor, resource person and advocate for African American, Hispanic, Asian and Native American (or AHANA) students, as well as those of other cultures. Students typically come to discuss issues related to personal life, adjustment to campus, academic progress or career planning. Since the office is also a center of information on selected job and study opportunities, students are encouraged to call or visit whether or not they have specific concerns. The Assistant to the President collaborates with other campus members to present programs which promote knowledge of AHANA and other cultures or which foster cultural unity.

The Office of Multicultural Affairs is open Monday through Friday from 8:45 a.m. to 4:45 p.m. Students may visit Donahue 209 or telephone (617) 573-8613 or send e-mail to sartis@admin.suffolk.edu.

Gay, Lesbian, Bisexual and Transgender Students (GLBT)

The Office of Multicultural Affairs serves as an advocate for gay, lesbian, bisexual and transgender students. The office strives to enhance the quality of life for GLBT members of the university community and their allies through support, programming and advocacy. In addition, this office develops policies and programs which foster unity across cultures and help to decrease intolerance.

The Office of Multicultural Affairs recognizes that sexual orientation and gender expression work through and are influenced by race/ethnicity, gender, culture, age, class, faith, ability status and other social characteristics. The office is committed to respect and equality for all persons. The office works to maintain a safe, inclusive and welcoming environment for all members of the Suffolk community.

The Office of Multicultural Affairs is located in the Donahue Building, Room 209. The telephone number is (617) 573-8613 and the office email address is mca@suffolk.edu. Visitors may come with or without an appointment Mondays through Fridays, 8:45 a.m. – 4:45 p.m. Confidentiality is respected.

Suffolk University Alumni Association The Suffolk University Alumni Association is really several organizations. Each serves graduates of one of the University's three schools. All graduates and honorary degree recipients of the University are automatically enrolled as members.

The General Alumni Association represents graduates of all undergraduate programs and College of Arts and Sciences graduate programs. The Law School Alumni Association represents graduates of the day and evening divisions of the Law School. The Sawyer School of Management Graduate Alumni Association represents alumni of the Sawyer School of Management graduate programs.

Alumni play an integral part in promoting and maintaining the high standard of education which is a tradition at Suffolk University. Each association has a 17- to 19-member board of directors, including two students, to conduct its affairs and programs.

Bookstore The Suffolk University Bookstore is located in the Ridgeway Building at 148 Cambridge Street. The Bookstore is the official agent of the University in the sale of books, supplies, clothing, study aids, and many other items. The Bookstore is open Monday through Thursday 8:00 a.m. to 6:00 p.m.; Friday 8:00 a.m. to 5:00 p.m. and closed Saturday.

Purchase Policy: Visa, Mastercard, and Discover, or personal checks are acceptable in exact amount of purchase with a student I.D. *and* a valid driver's license. No checks will be accepted without *two* forms of valid identification. No checks will be accepted if the check number is below 100. The purchaser's name must be imprinted on checks, and an address and phone number must be provided. A fee of \$15 will be charged for all returned checks.

Refund Policy: New and used books in "as purchased" condition accompanied by a sales receipt may be returned for a 100% refund for three weeks after the purchase. Purchases made by personal check will have a store credit issued which can be redeemed for cash after a three week waiting period. After three weeks, or without a receipt, a 100% store credit will be issued for a reasonable time period. All other merchandise is refundable within 30 days of purchase with receipt. All refund requests are subject to the discretion of store personnel. All software and audio product purchases are final sales. All texts and study aids are final sales during the last two weeks of the semester and during finals.

Book Buyback Policy: Books will be bought back year-round, from 15 minutes after opening and 15 minutes before closing. It is recommended that you wait until the end of the semester. If a book is being used in the following Fall or Spring semester, and it is not overly written in, highlighted, or damaged, 50% of the new book price will be offered. If the book is not being used in the next semester, the current wholesale book price will be offered. The bookstore reserves the right to determine quality, quantity and price for books being bought back. A valid I.D. is required for book buyback. No book will be bought back without a cover. No buyback transactions can be conducted over the phone, but time allowing, written buyback lists containing author, title, and edition will be considered for Law School students only.



Suffolk University

College of Arts and Sciences
Undergraduate Programs
Graduate Programs

COLLEGE OF ARTS AND SCIENCES UNDERGRADUATE PROGRAMS

Goals of the College of Arts and Sciences

- To provide students with liberal learning that emphasizes a curriculum of inquiry, expanding perspectives and specialization.
- To offer undergraduate, graduate and professional education that provides students with the means to explore and adapt their career and personal goals and objectives in a changing economic and technological environment.
- To assure that undergraduate and graduate students develop an appropriate level of core competencies and their capacities for critical inquiry, creativity, research and analysis.
- To create a diverse community of teachers and learners where students and faculty engage in the free expression of ideas, fostering independent thought and mutual respect.
- To provide opportunities for students to enhance their aesthetic, intellectual and moral capabilities, and their sense of self-worth, self-confidence and civic responsibility.
- To attract and maintain an excellent faculty with a commitment to teaching, research and service to the University and the greater community.
- To attract and retain an increasingly competent student body consistent with the mission of the University.
- To provide an educational environment which includes appropriate classrooms, technologies, libraries, laboratories, recreation areas and other facilities that enhance the process of student learning.
- To promote research and artistic creation by faculty and students, in order to contribute to the expansion of human knowledge and the richness of human existence.

ACADEMIC ADVISING

General

A full-time faculty advisor is assigned to every student upon their entry into the College of Arts and Sciences. Students with a declared major are matched with a faculty member of their chosen department. Advising assignments are permanent unless formally changed by either the department or the individual student.

Undecided students, often referred to as open majors, are assigned a designated core advisor. The function of this advisor is to assist students in course selection and registration, to provide information about University resources, and to help transition the student into a major course of study. Once the student decides upon a major, the core advisor will assist the student in making contact with their chosen department where they will be assigned a permanent advisor.

After the initial advising consultation has been arranged between advisor and advisee, it becomes the student's responsibility to maintain contact with his or her advisor. Beyond the two mandatory visits needed to secure program approval each year (the Fall and Spring advising/registration periods), students should make it a practice to sustain regular communications with their advisor throughout the academic year.

Most academic advisors enjoy considerable knowledge of the day to day operations of the University and are valuable resources in helping students find solutions to problems that transcend the narrow sphere of "courses and curriculum."

Preprofessional Study

Prelaw

Demand for admission to law school is at a high level; therefore the admission process is very competitive and standards for admission are high. Law schools consider a variety of factors in making final decisions on who will be admitted; however the applicant's cumulative Grade Point Average and the Law School Admissions Test (LSAT) Score clearly are two very important indicators. Law schools also wish to assemble in a given academic year a class of students with diverse backgrounds, so that a healthy learning environment will exist.

Unlike premedical programs which are required for admission to medical schools, the concept of a "prelaw" program or curriculum is actually a myth because law schools do not suggest a single curriculum path that is an ideal preparation for law school. Therefore to say that a student is in a prelaw program simply means that the student intends to apply to law school in the future.

Moreover law schools do not specify what academic major will increase a student's prospect for admission. Law schools want students who can think, read and write, and who have some understanding of the forces which have shaped human experience and society. Training in analytical reasoning and writing and in oral and written communications will also be beneficial. These attributes can be acquired in any number of college courses in the social sciences, natural sciences and humanities. What really counts is the student's capacity to perform well at an academically rigorous level.

Suffolk Law

The Suffolk University Law School Admission Committee is highly selective and places emphasis on the quality of undergraduate work and the results of the LSAT. The Law School offers a Juris Doctor degree after three years of study in the Day Division or four years in the Evening Division.

Combined Bachelor of Arts or Bachelor of Science/Juris Doctor (BA/JD, BS/JD)

It is sometimes possible for a limited number of outstanding Suffolk full-time day division undergraduates to gain early admission to the Law School at the end of their junior year of college. Such students are able to earn the combined bachelor's degree and the Juris Doctor degree in six years instead of the customary seven. The first three years of study are at the College of Arts and Sciences and the final three years are at Suffolk University Law School. The bachelor's degree is awarded after the successful completion of the first full year of law study.

Students who seek early admission to Suffolk University Law School must enter Suffolk University as freshmen and complete 92 semester hours toward the bachelor's degree. This credit must include all required courses for the particular degree and major that the student selects, with the exception that the first full year of law study is substituted for major courses and electives that are normally taken in the senior year. Credit earned at other colleges or through the CLEP test may not be counted

toward the 92 semester hours. Only Suffolk students with distinctly superior records and LSAT scores can expect to qualify for early admissions and combined degrees.

Applicants to law school normally take the LSAT in the fall semester of the Senior Year (or of their Junior Year if applying for early admission and combined degrees). The Law School Admission Committee will make a decision after it receives a completed application.

Prospective law students will find additional information in the Official Guide to U.S. Law Schools published by the Law School Admission Council. This publication contains information on prelaw study, a brief word picture of most American law schools, and other relevant information.

Since the law school admission process is complex and competitive, every interested student must have ready access to current developments and strategies on admission. Therefore an early and continuing relationship with your Pre-Law Advisor is strongly recommended.

Pre-Law Advising

The Pre-Law Advising Committee provides Suffolk University students with access to current information concerning preparation for and admission to law school. Specifically this is accomplished by each academic department in the College of Arts and Sciences having a faculty member designated as a "Pre-Law Advisor."

Health Careers

Health Career Advising

Please see the Biology Department web page and click on "Health Careers Club" for additional information. The Health Careers Committee provides students with access to current information on many health careers. Interested students should contact the chairperson of the Health Careers Committee during their first semester at Suffolk. A student run Health Careers Club exists to foster interaction among students with health careers interests. Interested students should contact the Club through the Biology Department Office.

Pre-Dental

Most dental schools set as a minimum requirement for admission the inclusion of one year of general chemistry and one year of organic chemistry, one year of biology, one year of physics, and one year of English composition. It is recommended that the student also attain proficiency in those subjects that give a broad cultural background.

While some dental schools set 60 semester hours as the minimum quantity requirement, the crowded condition of the professional schools allows them to be more selective in their admissions; in practice, students with three complete years of college work, or more frequently with a bachelor's degree, are given preference.

The applicant may be required to present himself for an interview before his admission status is determined. Suffolk University permits students admitted to accredited dental schools to fulfill senior year requirements by successful completion of first year dental studies.

Pre-Medical

The admission requirements for medical schools throughout the country are being liberalized, but the changes are not uniform, and the rates of change are not the same. The trend is toward less emphasis on science courses that tend to be repetitious and more upon the humanities and social science subjects. Students are being encouraged to attain in college a broad cultural background as well as basic education in the sciences.

Nevertheless, nearly all medical colleges still require the inclusion of one year of general chemistry and one year of organic chemistry, one year of physics, one year of biology, one year of English composition, and one year of English literature in pre-medical preparation. Some medical schools also require knowledge of the behavioral sciences.

In the catalogues of some medical schools it is indicated that an applicant will be approved for admission after three years of college work. Since, however, the number of applicants far exceeds the number of students to be admitted, the pre-medical students with a bachelor's degree and promise of success as a doctor are selected. The personality appraisal is frequently made through interviews with the dean or admissions officer.

Suffolk University permits students admitted to accredited medical schools to fulfill senior year requirements by successful completion of first year medical studies.

Pre-Optometry

Colleges of optometry, like other professional schools, base their admission standards on the academic records of their applicants. Preference is given to applicants who present college records showing a high degree of achievement in their classroom work.

The requirements for admission to the schools and colleges of optometry are not identical. Typically, the requirements include courses in English, mathematics, physics, chemistry, and biology or zoology. Some schools and colleges have varied requirements in psychology, the social sciences, literature, philosophy, and foreign languages.

The pre-optometry requirements for almost all accredited colleges of optometry represent a minimum of two academic years of study. It is recommended that Suffolk University students who plan to study optometry pursue a commonly required Freshman year in which they include in their programs Freshman Integrated Studies, First-Year English, Introductory Mathematics, General Biology, and Inorganic Chemistry. In their Sophomore year, pre-optometry students should study General Physics, Calculus, Second-Year English, Logic, Speech, and courses from the Humanities or Social Sciences. The student should be acquainted with the requirements of the optometry college he or she expects to attend.

Pre-Veterinary

The minimum academic requirements for admission to a school of veterinary medicine parallel those of dental and medical schools. However, since there are far fewer veterinary colleges than medical or dental schools, the opportunities are more limited. Consequently, the customary requirement for admission is the completion of the baccalaureate. In addition, most veterinary schools are state universities which give priority for admission to residents of the state. Some veterinary schools require a course in "Animal Husbandry" or "Experience on a Farm" as a prerequisite to admission. Suffolk University does not offer these courses, but they may sometimes be obtained at another institution during the summer. Prospective students should apprise themselves of the specific requirements of the various veterinary schools as early in their undergraduate program as possible. Suffolk University permits students admitted to accredited veterinary schools to fulfill senior year requirements by successful completion of first year veterinary studies.

Health Careers Committee

The Health Careers Committee of Suffolk University was formed in 1972 at the request of the Dean of the College of Arts and Sciences. The committee's primary responsibility is to write recommendations for qualified Suffolk University students seeking admission to professional schools in preparation for careers in medicine, veterinary medicine, and dentistry. As far as recommendations to such professional schools are concerned, only the Health Careers Committee represents Suffolk University. For further information, contact Dr. Henry Mulcahy.

Please see the Biology Department web page and click on "Health Careers Club" for additional information.

Chairperson: Dr. Henry Mulcahy

Members: Dr. Kenneth Greenberg, Dr. Martha Richmond and Dr. Alexandra Todd

ASSESSMENT

The College of Arts and Sciences requires all degree, diploma, program, and certificate candidates to possess competence in written and spoken English. It reserves the right to require a student to demonstrate those language skills by successfully passing assessment testing as a condition for receiving an academic degree.

All undergraduate freshman and transfer students must complete a writing sample at matriculation and at the beginning of each of the English courses required for the degree. Students needing extra help may be directed to add writing workshops to their current class assignments or may be required to enroll immediately in a developmental English course to help them to improve their reading and writing skills. (Students who are directed to enroll in developmental English must pass that course before resuming their progress through the standard English courses.)

Mid-Semester Evaluation

Each instructor is responsible for giving at least one evaluation to each student in each course by the beginning of the seventh week of the semester. Students who are experiencing academic difficulty will be referred to the Counseling Center and/or Learning Center for assistance as soon as possible. Evaluations should be completed and reported to students well before the last date for withdrawal without penalty of "F" grade.

Faculty Evaluation of Students' Performance

Each instructor must give at least one evaluation (an examination, paper, project, lab report, or similar activity) to each student in each course by the beginning of the seventh week of the semester. Students who are experiencing academic difficulty should be referred to the Counseling Center and/or Learning Center for assistance as soon as possible. Evaluations should be completed and reported to students well before the last date for course withdrawal without penalty of an "F" grade.

SCHOLASTIC HONORS

Dean's High Honors List

A student shall be eligible for the Dean's High Honors List in any semester in which his or her grade point average is at least 3.70, and provided he or she receives no grade of D, F, or I, and has earned a minimum of 12 semester hour credits.

Part-Time Student Dean's High Honors List

A part-time student shall be eligible for the Dean's High Honors List on an annual basis if his or her grade point average is at least 3.70, the student has earned a minimum of 12 semester hour credits for the year, and provided he or she receives no grade of D, F, or I.

Dean's Honors List

A student shall be eligible for the Dean's Honors List in any semester in which his or her grade point average is between 3.30 and 3.699 inclusive, and provided he or she receives no grade of D, F, or I, and has earned a minimum of 12 semester hour credits.

Part-Time Student Dean's Honors List

A part-time student shall be eligible for the Dean's Honors List on an annual basis if his or her grade point average is between 3.30 and 3.699 inclusive, the student has earned a minimum of 12 semester hour credits for the year, and provided he or she receives no grade of D, F, or I.

Highest Class Honors

Each spring the College of Arts and Sciences presents an Outstanding Student Award to the individual with the highest cumulative grade point average in his/her respective class. To be eligible for consideration, a student must be a full-time undergraduate enrolled in the day division and have accrued the following minimum credit hours while in attendance at Suffolk University: Freshman 15, Sophomore 42, Junior 70, and Senior 97.

A fifth award is presented to the Senior transfer student with the highest cumulative grade point average who has earned not less than 46 credit hours while in attendance at Suffolk University.

Graduation with Honors

1. To be eligible for graduation with honors, a student must have completed at least 60 semester hours of work at Suffolk University. (Courses for which a student receives credit through C.L.E.P. examinations may not be counted toward this minimum of 60 semester hours, but courses taken at Emerson College through cross-registration in affiliated programs with Emerson College may be counted toward the minimum of 60 semester hours.)
2. To be eligible to graduate *summa cum laude* a student must, in addition to requirement 1 above, have a cumulative grade point average placing him/her in the top two percent of those members of the graduating class who meet criterion 1, must have a cumulative grade point average of at least 3.85, and must have no grades of F or I.
3. To be eligible to graduate *magna cum laude* a student must, in addition to requirement 1 above, have a cumulative grade point average placing him/her in the next six percent of those members of the graduating class who meet criterion 1, must have a cumulative grade point average of at least 3.7, and must have no grades of F or I.
4. To be eligible to graduate *cum laude* a student must, in addition to requirement 1 above, have a cumulative grade point average placing him/her in the next twelve percent of those members of the graduating class who meet criterion 1, must have a cumulative grade point average of at least 3.3, and must have no more than one grade of F or I.

The Archer Fellows Program

The Archer Fellows Program, for highly motivated, academically-promising students, is the College of Arts and Sciences All-College honors program at Suffolk University.

Eligibility Designation as an Archer Fellow is offered each year by the College of Arts and Sciences (CAS) to the twenty-five most highly-motivated, academically-promising students in the freshman class, and to similarly-qualified transfer students. Additional highly-motivated, academically-promising students may be invited or may apply for membership in the Archer Fellows program up to and including the first semester of their junior year. Students may withdraw from the program, without penalty, at any time during their academic career in the College.

Special Benefits Archer Fellows receive, throughout their career at Suffolk, special recognition, orientation and advising. They have, in special Challenge Seminars and Challenge Courses, the unique opportunity to shape the learning experience to their own needs and interests and to work in close collaboration with College faculty members. Archer Fellows are offered, and help to plan, a series of social and intellectual events to bring them together, to offer them food for thought and to help them get to know members of the faculty. Finally, Archer Fellows, upon completion of the program, are separately listed in a place of special honor on the Commencement program at their graduation ceremony, and their student transcripts (sent to potential employers and to graduate or professional schools to which they apply) explain the special distinction, as well as the special requirements and responsibilities, of participation in the Archer Fellows program. Each full-time Archer Fellow receives a merit scholarship of \$250 per semester, or \$500 per year. Scholarships are activated as funding becomes available through graduation and program attrition.

Program Oversight Supervision of the Archer Fellows program is done by the Archer Fellows Steering Committee (see the CAS Administration, Faculty and Committees listing in this catalog). Questions should be directed to David Gallant, Director of Undergraduate Advising, who handles the administrative management of the program.

Academic Program and Requirements Archer Fellows have several requirements to fulfill in order to complete the Archer Fellows program. Fellows must complete two semesters of an honors-level *Freshman Integrated Studies* college introductory course (IS 111 & IS 112), and a minimum of three *Challenge Seminars* and six *Challenge Courses*.

Challenge Seminars, coded as **ARCH 001**, are special-topic, one-credit seminars suggested by CAS faculty members and Archer Fellows. The suggestions are forwarded to the Archer Fellows Steering Committee for selection of eight or nine Challenge Seminars to be offered each semester. *Challenge Courses* are regular three-credit courses offered in the College of Arts and Sciences catalog in which the student chooses to “challenge” him or herself, in consultation with the instructor, by doing work above and beyond the normal expectations for the course.

Below is the recommended schedule for fulfilling Archer Fellows requirements, which is comprised of eleven courses, or twenty-seven credit hours, of challenge work:

As *freshmen*, Archer Fellows are required to take the two-semester honors section of Freshman Integrated Studies.

As *sophomores*, Archer Fellows are to complete two Challenge Courses (one per semester) and one Challenge Seminar (in the Fall or Spring).

As *juniors*, Archer Fellows again complete two Challenge Courses and one Challenge Seminar.

As *seniors*, Archer Fellows are required to participate in the honors courses or program offered by her or his major department and complete a Challenge Seminar. One honors course is equivalent to one Challenge Course; if the honors program is for only one semester, or if there is no honors program offered, Fellows are to substitute each presumed honors course with a Challenge Course.

Retention To remain in good standing, an Archer Fellow needs to maintain a “B” (3.0) grade point average in Challenge Seminars and Challenge Courses, a 3.0 average in every semester, and a cumulative grade point average of 3.0 or better. Failure to maintain the minimum GPA, to maintain timely progress with the program, or to provide up-to-date documentation of the student’s progress will constitute cause for suspension of the \$250-per-semester merit scholarship and for his/her dismissal from the Archer Fellows program.

DEGREES

Degree Programs

The College of Arts and Sciences offers the following undergraduate degrees:

Bachelor of Arts (B.A.)

Bachelor of Fine Arts (B.F.A.)

Bachelor of Science (B.S.)

Bachelor of Science in Journalism (B.S.J.)

Bachelor of Science in General Studies (B.S.G.S.)

Associate in Arts (A.A.)

Associate in Science (A.S.)

Each academic department shall specify whether students majoring in that department shall meet the requirements of the B.A. degree, the B.S. degree, or have a choice of the B.A. or B.S. degree. All degree programs provide a broad liberal arts background and specialization within a single major field or divisional concentration.

A minimum of 122 semester hours is required for the bachelor's degree and 62 for the associate's. Day students normally complete their degree requirements in four years unless they attend the Summer Sessions to accelerate their programs. Evening students normally complete their degree requirements in from five to eight years. Most major programs specify 30 semester hours of course work in the major department, while some specify additional Complementary Major Requirements outside the major department. Requirements for an academic major shall not exceed 36 semester hours, excluding laboratory credits (whether separately listed or not), in any one academic department unless a waiver is approved by the Curriculum Committee, Educational Policy Committee, and Faculty Assembly.

The departments of History/Philosophy, Humanities/Modern Languages, Mathematics/Computer Science are joint departments and should, for purposes of interpreting this requirement, be considered to be two separate departments.

Major Programs

Biology B.A., B.S.

+ Life Studies, B.A. only

Environmental Technology

Marine Science

Medical Technology

Biotechnology

Chemistry B.A., B.S.

Chemistry

Chemistry/General Business Minor

Biochemistry

Chemistry-Computer Science

Chemistry/Secondary Education

Communication B.A., B.S., B.S.J.

Advertising

Communication Studies

Film Studies

Interpersonal and Organizational

Communication

Media

Print Journalism

Public Relations

Computer Science B.A., B.S.

Economics B.A., B.S.

Education & Human Services

English/History for Middle School Teachers

(pending final approval)

General Science/Mathematics for Middle School

Teachers (pending final approval)

* Paralegal Studies Certificate A.S., B.A., B.S.

* Secondary Teacher Certification B.A., B.S.

Engineering B.S.

Electrical Engineering

Concentration in Computer Engineering

* English B.A.

English

Creative Writing

Environmental Programs B.S.

Environmental Engineering

Environmental Science

Environmental Technology

Fine Arts B.F.A.

French B.A.

French Studies B.A. (pending final approval)

German B.A.

German Studies B.A.

- Government B.A., B.S.
 - Political Science
 - Public Policy and Public Administration
 - Politics, Law and the Courts
 - International Affairs
 - Women in Politics
- Graphic Design B.F.A.
- + History B.A., B.S.
 - American History
 - European History
 - African and African-American History
 - History and Law
 - History of Women
 - History and Literature
- Humanities B.A.
 - Art History
 - Music History
 - Humanities
- * Interior Design B.F.A.
- International Economics B.A., B.S.
- Mathematics B.A., B.S.
 - Mathematics
 - Mathematics/Secondary Education
 - Mathematics/Computer Science/Secondary Education
- Medical Science B.S.
 - Radiation Biology
 - Medical Biophysics
- Paralegal Studies B.A., B.S.
- Performing and Visual Arts B.A., B.S.
- Philosophy B.A., B.S.
- Physics B.S.
- Psychology B.A., B.S.
 - Social-Organizational
 - Developmental
 - Personality
- Sociology B.A., B.S.
 - * Criminology and Law
 - * General Sociology
 - * Health and Human Services
- Spanish B.A.
- Special Concentrations
- Theatre B.A., B.S.

*Indicates that a full major is available in the Evening Division.

+Evening major available by special arrangement.

Degree Requirements

Within the semester-hour requirements for bachelor's and associate's degrees, certain courses and options must be taken as requisites to the degrees. These requirements are in two categories:

College Requirements provide the basic knowledge and skills necessary for successful academic work at higher levels, and the breadth of knowledge in many fields that is fundamental to liberal education.

Major Requirements provide the specialized knowledge, training and experience necessary in preparing for a career or vocation.

To complete any major in CAS, students are required to take a minimum of 9 semester hours of courses in their major department at Suffolk University. Courses that are taken as part of a student's Major or Complementary Major Requirements, which are also listed under the College Requirements, can be used to satisfy both Major *and* College Requirements. These courses count only once toward the 122 hour requirement for bachelor's degrees and the 62 hour requirement for associate's degrees.

Individual exemptions from College Requirements, based on examination and recommendation of the appropriate departments, may be granted by the Dean of the College of Arts and Sciences. Semester-hour credit is not granted for such exemptions. Certain limited exemptions from College Requirements may also be granted by the Dean, without credit, in order to accommodate the needs of Major programs with unusually heavy requirements.

Students should have finished ENG 101 and 102 or authorized equivalents by the time they have reached 60 credits. Delaying the English requirement may impair performance in upper division courses and make it difficult to graduate on schedule. Upper division students who have not completed all English requirements should do so before they achieve senior status.

Double Majors

Double majors shall be permitted, provided: 1) The two majors are in two different departments in the College of Arts and Sciences. (The departments of Humanities/Modern Languages and Computer Science/Mathematics are joint departments and should, for purposes of interpreting this requirement, each be considered to be two separate departments); 2) The student has completed the major requirements and the complementary major requirements for each of his/her major fields; and 3) The individual who plans a double major must have and maintain a B+ (3.3) or better average and, after his/her freshman year but not later than the close of his/her junior year, must consult with the CAS Double Majors Coordinator – who, in cooperation with advisors for each of the two proposed major departments, will advise the double major candidate concerning the academic validity and utility of his/her proposed double major and help the double major candidate to plan, coordinate, and implement a program which interrelates (where possible) the two proposed major disciplines. For double major candidates, courses taken as complementary major requirements in one major department may be used to satisfy major requirements in the second major department.

CAS students wishing to double major with the Sawyer School of Management must consult with the SSOM double major coordinator during the initial application process and must adhere to the CAS Double Major criteria.

Minor Programs

Any department within the College of Arts and Sciences may establish a formal minor program of 18 semester hours of course work, plus laboratory work associated with that course work, within that department (no more than 6-8 semester hours of which may consist of courses below the 200 level). A department's minor program shall be available to any student not majoring in that department. (The departments of Humanities/Modern Languages, Computer Science/Mathematics, and Communications/Journalism should each be considered to be two separate departments.) A minor program is optional for any student, and is not required for graduation. A student should consult as early as possible with his/her advisor, and with a member of the department in which he or she intends to minor, regarding minor requirements. Students must achieve a minimum of 2.0 in their minor.

Minor in General Business Studies

The School of Management offers a minor in General Business Studies for Suffolk University students enrolled in the College of Arts and Sciences who choose to develop a basic understanding and appreciation of business administration. The Minor requires 18 hours of semester course work selected from among the following business courses:

| Required Courses | 9 Credit Hours |
|------------------|----------------|
|------------------|----------------|

| | |
|--------------------------|--|
| Must be completed | |
|--------------------------|--|

| | |
|----------|--------------------------------------|
| SOM 101 | Business Organization and Leadership |
| ACCT 201 | Accounting and Decision Making I |
| ACCT 202 | Accounting and Decision Making II |

| Elective Courses | 9 Credit Hours |
|------------------|----------------|
|------------------|----------------|

Select 3 courses from the list found in the SSOM Minor in General Business Studies for CAS students located at the end of the SSOM undergraduate section of this catalog. No more than two can be in the same functional area (i.e., department). Note that all 300-level Sawyer School courses require junior status (54 credit hours). All course prerequisites must be satisfied.

Sawyer School Academic Advisor A student seeking to Minor in General Business Studies should consult with the Sawyer School Office of the Dean. CAS students will be assigned an academic advisor within the Sawyer School of Management to discuss courses and obtain approval for specific course selection. Any substitution for the prescribed course requirements must receive prior approval from the Sawyer School of Management Office of the Dean.

Minimum Requirements The Minor in General Business Studies requires 18 semester hours of approved course work completed with a cumulative grade of 2.0 (C) or better. In addition:

- A minimum of 9 semester hours (including at least one 300-level course) must be completed in the Sawyer School of Management.
- A student may transfer up to 9 semester hours of course work with grades of "C" or better, based on equivalent course work taken prior to enrollment at Suffolk University.
- A maximum of 30 semester hours of School of Management credits may be counted towards the completion of a CAS degree.
- All prerequisite course requirements must be met.

Declaring A Major

An academic major program enables a student to concentrate a portion of his or her studies in a specific subject area. Choosing a major is a serious decision, since it will have a significant impact on a student's future. Although many students come to the University with a specific major in mind, many other students decide to postpone the declaration of a major until they find out more about certain fields and concentrations of study. These latter students leave open their choice of a major, and are thus referred to as "open" majors.

In general, students do not have to select their major until the second semester of their sophomore year. Of course, if they wish to declare a major prior to that time they may do so. There are some specialized, career-oriented majors, particularly in the area of the Natural Sciences, which require an earlier decision. Even if a student has declared a major, it is not unusual to change majors – even to change majors several times – during his or her college career.

Students wishing to change majors need to obtain a "Change of Major Form" at either the Office of the Registrar or at the Academic Dean's Office. This form should be brought to the new major department for advisor assignment. The form is then submitted by either the new department or by the student to the Office of the Registrar.

Whether a student remains an "open" major or has declared a tentative major in a specific subject area, her or his academic advisor can be very helpful to the student in the selection of a (new) major. Advice from faculty members in the academic department in which the student contemplates majoring can also be invaluable. In addition, students exploring possible majors may want to consult the University Counseling Center and/or the Office of Career Planning and Placement.

In all instances, students must receive the approval of their faculty advisor before they begin a major program.

Second Baccalaureate Degree

Students with an earned baccalaureate degree from an accredited four year institution (not Suffolk University) may apply for admission to an accelerated second bachelor's degree program in the College of Arts and Sciences. By transferring prior course work to satisfy the all-college requirements, and completing all departmental requirements for the new major, a student could earn a second baccalaureate in as little as one academic year.

All applications would be initiated in the undergraduate admissions office. A candidate would be referred to the appropriate department chairperson for advice. The admissions office will then accept and evaluate all college requirements outstanding.

If accepted, a candidate would be required to successfully complete a minimum of 30 credit hours of new work in the major and satisfy any general all-college requirements outstanding. Candidates adjudged underprepared to begin a second baccalaureate degree by the department chairperson, could be required to complete prerequisite studies as a condition of admission to the program.

DEGREES – FOUR YEAR PROGRAMS

Requirements for the Bachelor of Science Degree

All B.S. degree programs require the successful completion of the following courses.

| | |
|--|----------------|
| I. Core Requirements | 30 HRS. |
| Integrated Studies | 6 HRS. |
| IS 111 and IS 112 (Students with 15 to 29 hours of transfer credit take either IS 111 or IS 112.) | |
| English | 12 HRS. |
| First-Year English | |
| ENG 101 and ENG 102 | |
| (A student may be assigned to other English courses or may be invited to take ENG 103.) | |
| Second-Year English | |
| A. ENG 213 and | |
| B. Either ENG 214 or ENG 215 or ENG 216 | |
| (For more information refer to the English Department listing in this catalog.) | |
| Math and Computer Science..... | 6 HRS. |
| Choose one course from Group A and one course from Group B . | |
| Group A – MATH 130, MATH 132, MATH 134, MATH 137, MATH 146, MATH 161 | |
| Group B – CMPSC 110 (Recommended for Freshmen ONLY), CMPSC 112, CMPSC 121, CMPSC 122, CMPSC 131 | |
| (For more information refer to the Math and Computer Science Department listing in this catalog.) | |
| Ethics | 3 HRS. |
| PHIL 119, PHIL 123, or PHIL 127 | |
| Rhetorical Communication | 3 HRS. |
| CJN 103 | |

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|---|---------------|
| Cultural Diversity Requirement | 6 HRS. |
| Choose one course from Group A and one course from Group B. | |
| Cultural Diversity Group A | 3 HRS. |
| Cultural Diversity Group B | 3 HRS. |

The Cultural Diversity Requirement is fulfilled by taking courses bearing the Cultural Diversity Designation. Courses that satisfy the Cultural Diversity Requirement are identified in the course bulletin after the course description and are listed in the Cultural Diversity Course Listings (see Index). Cultural Diversity Courses may simultaneously fulfill Divisional Requirements, Major Requirements, Complementary Major Requirements, Minor Requirements (see Department Listings) or may be used as electives.

| | |
|---|----------------|
| II. Divisional Requirements..... | 29 HRS. |
| One course from a student's major can fulfill one Divisional Requirement as approved by the student's major department (see Department Listings). | |
| Humanities Division..... | 9 HRS. |
| No more than two courses may be taken from any one department within the Division. | |
| A. Choose one course from those listed below: | |
| Humanities | |
| HUM 101, HUM 102, HUM 105, HUM 106, HUM 111, HUM 112 | |
| B. Choose two additional courses from those listed below: | |
| American Studies | |
| AM ST 111 | |
| Communication and Journalism | |
| CJN 114, CJN 226 | |
| English | |
| ENG 113, ENG 114, ENG 123, ENG 124, ENG 250 | |
| Humanities | |
| (Not more than one. Students may not combine HUM 101 with 105 or HUM 102 with 106.) | |
| HUM 101, HUM 102, HUM 105, HUM 106, HUM 111, HUM 112 | |
| Modern Languages | |
| FR 209, FR 210, FR 211, FR 212, FR 309, FR 310, | |
| SP 301, SP 302, SP 402, SP 404 | |
| Philosophy | |
| PHIL 113, PHIL 115, PHIL 210, PHIL 211, PHIL 260, PHIL 261 | |

Theatre

THETR 225, THETR 226, THETR 310

Women's Studies

WS 111

Social Sciences Division9 HRS.

A. Choose one course from those listed below:

History

HST 101, HST 102, HST 121, HST 122, HST 181, HST 182, HST 261, HST 262, HST 271, HST 272, HST 277, HST 278, HST 371, HST 372, HST 414

B. Choose one course from those listed below:

Education and Human Services

EHS 101, EHS 201, EHS 200, EHS 202, EHS 264, EHS 500, EHS 502

Psychology

PSYCH 107, PSYCH 108, PSYCH 114, PSYCH 236, PSYCH 237, PSYCH 245

Sociology

SOC 113, SOC 216, SOC 223, SOC 236, SOC 264

Women's Studies

WS 113

C. Choose one course from those listed below:

Economics

EC 101, EC 102, EC 111, EC 122, EC 131, EC 141

Government

GVT 103, GVT 110, GVT 203, GVT 204, GVT 208, GVT 261, GVT 276, GVT 278, GVT 281

Note: Some Social Sciences Division courses may have math or computer science prerequisites. See course descriptions in this catalog.

Natural Sciences Division11 HRS.

A student must take a two-semester sequence within a single discipline (with laboratories) and an interdisciplinary science course without laboratory.

A. Two-semester sequence with laboratories8 HRS.

Biology

BIO 101/L101 and BIO 102/L102 or BIO 104/L104

Chemistry

CHEM 101/L101 and CHEM 102/L102, CHEM 111/L111 and CHEM 112/L112

Physics

PHYS 111/L111 and PHYS 112/L112, PHYS 151/L151 and PHYS 152/L152

Science

SCI 101/L101 and SCI 102/L102, SCI 111/L111 and SCI 112/L112

B. Interdisciplinary Science Course3 HRS.

SCI 301 (Prerequisite: Completion of the two-semester sequence in a single science with laboratories and the Group A math requirement.)

Note: 1. Some Science Division courses may have math or computer science prerequisites. See course descriptions in this catalog.

2. Students are exempt from SCI 301 if they have satisfied the following requirements:

- 1) a two-semester sequence in a single science with laboratories (the CAS science requirement)
- 2) at least two additional courses (from the list below), each from a different department and also different from the department used in 1
 - BIO 101 or higher
 - CHEM 111 or higher
 - CMPSC 265 or higher
 - PHYS 111 or higher
 - ENS 103 or higher
 - MATH 161 or higher level mathematics

3. Science courses most appropriate for non-science majors are:

SCI 101/L101, SCI 102/L102, SCI 111/L111, SCI 112/L112,
CHEM 101/L101, CHEM 102/L102,
BIO 101/L101, BIO 102/L102, and BIO 104/L104

Major RequirementsMinimum 30 HRS.†

Complementary Major Requirements, Minor Requirements, and Free ElectivesTotal 122 HRS.‡

† Some majors include more than 30 HRS. of required courses.

‡ Some degree programs exceed 122 HRS.

CAREFULLY REVIEW THE REQUIREMENTS FOR A DEGREE IN YOUR MAJOR WITH YOUR ADVISOR BEFORE SELECTING COURSES.

Students seeking a Bachelor of Science in Journalism (BSJ) must complete the requirements for the BS degree and the requirements for a major in Journalism. See catalog listing for Department of Communication and Journalism for details.

Requirements for the Bachelor of Arts Degree

All B.A. degree programs require the successful completion of the following courses.

| | |
|--|----------------|
| I. Core Requirements | 30 HRS. |
| Integrated Studies | 6 HRS. |
| IS 111 and IS 112 | |
| (Students with 15 to 29 hours of transfer credit take either IS 111 or IS 112.) | |
| English | 12 HRS. |
| First-Year English | |
| ENG 101 and ENG 102 | |
| (A student may be assigned to other English courses or may be invited to take ENG 103.) | |
| Second-Year English | |
| A. ENG 213 and | |
| B. Either ENG 214 or ENG 215 or ENG 216 | |
| (For more information refer to the English Department listing in this catalog.) | |
| Math and Computer Science | 6 HRS. |
| Choose one course from Group A and one course from Group B . | |
| Group A – MATH 130, MATH 132, MATH 134, MATH 137, MATH 146, MATH 161 | |
| Group B – CMPSC 110 (Recommended for Freshmen ONLY), CMPSC 112, CMPSC 121, CMPSC 122, CMPSC 131 | |
| (For more information refer to the Math and Computer Science Department listing in this catalog.) | |
| Ethics | 3 HRS. |
| PHIL 119, PHIL 123, or PHIL 127 | |
| Rhetorical Communication | 3 HRS. |
| CJN 103 | |

| | |
|---|---------------|
| Cultural Diversity Requirement | 6 HRS. |
| Choose one course from Group A and one course from Group B. | |
| Cultural Diversity Group A..... | 3 HRS. |
| Cultural Diversity Group B..... | 3 HRS. |

The Cultural Diversity Requirement is fulfilled by taking courses bearing the Cultural Diversity Designation. Courses that satisfy the Cultural Diversity Requirement are identified in the course bulletin after the course description and are listed in the Cultural Diversity Course Listings (see Index). Cultural Diversity Courses may simultaneously fulfill Divisional Requirements, Major Requirements, Complementary Major Requirements, Minor Requirements (see Department Listings) or may be used as electives.

| | |
|---|----------------|
| II. Divisional Requirements | 32 HRS. |
| One course from a student's major can fulfill one Divisional Requirement as approved by the student's major department (see Department Listings). | |
| Humanities Division | 12 HRS. |
| Foreign Language Requirement | 6 HRS. |
| Any one-year sequence in one foreign language. | |
| (Students satisfying the language requirement at Suffolk University must take courses at the appropriate level of proficiency as determined by the Modern Languages faculty. See first page of the Modern Languages section of this catalog for details.) | |
| Divisional Course Requirements | 6 HRS. |
| A. Choose one course from those listed below: | |
| Humanities | |
| HUM 101, HUM 102, HUM 105, HUM 106, HUM 111, HUM 112 | |
| B. Choose one additional course from those listed below: | |
| American Studies | |
| AM ST 111 | |
| Communication and Journalism | |
| CJN 114, CJN 226 | |
| English | |
| ENG 113, ENG 114, ENG 123, ENG 124, ENG 250 | |
| Humanities | |
| (Students choosing this option are encouraged to complete the sequence begun in Humanities A above: 101-102, 105-106, or 111-112.) | |
| HUM 101, HUM 102, HUM 105, HUM 106, HUM 111, HUM 112, HUM 250 | |
| Philosophy | |
| PHIL 113, PHIL 115, PHIL 210, PHIL 211, PHIL 260, PHIL 261 | |
| Theatre | |
| THETR 225, THETR 226, THETR 310 | |
| Women's Studies | |
| WS 111 | |

Social Sciences Division9 HRS.

A. Choose one course from those listed below:

History

HST 101, HST 102, HST 121, HST 122, HST 181, HST 182, HST 261, HST 262, HST 271, HST 272, HST 277, HST 278, HST 371, HST 372, HST 414

B. Choose one course from those listed below:

Education and Human Services

EHS 101, EHS 201, EHS 200, EHS 202, EHS 264, EHS 500, EHS 502

Psychology

PSYCH 107, PSYCH 108, PSYCH 114, PSYCH 236, PSYCH 237, PSYCH 245

Sociology

SOC 113, SOC 216, SOC 223, SOC 236, SOC 264

Women's Studies

WS 113

C. Choose one course from those listed below:

Economics

EC 101, EC 102, EC 111, EC 122, EC 131, EC 141

Government

GVT 103, GVT 110, GVT 203, GVT 204, GVT 208, GVT 261, GVT 276, GVT 278, GVT 281

Note: Some Social Sciences Division courses may have math or computer science prerequisites. See course descriptions in this catalog.

Natural Sciences Division11 HRS.

A student must take a two-semester sequence within a single discipline (with laboratories)

and an interdisciplinary science course without laboratory.

A. Two-semester sequence with laboratories.....8 HRS.

Biology

BIO 101/L101 and BIO 102/L102 or Bio 104/L104

Chemistry

CHEM 101/L101 and CHEM 102/L102, CHEM 111/L111 and CHEM 112/L112

Physics

PHYS 111/L111 and PHYS 112/L112, PHYS 151/L151 and PHYS 152/L152

Science

SCI 101/L101 and SCI 102/L102, SCI 111/L111 and SCI 112/L112

B. Interdisciplinary Science Course3 HRS.

SCI 301 (Prerequisite: Completion of the two-semester sequence in a single science with laboratories and the Group A math requirement.)

Note: 1. Some Science Division courses may have math or computer science prerequisites. See course descriptions in this catalog.

2. Students are exempt from SCI 301 if they have satisfied the following requirements:

- 1) a two-semester sequence in a single science with laboratories (the CAS science requirement)
- 2) at least two additional courses (from the list below), each from a different department and also different from the department used in 1
 - BIO 101 or higher
 - CHEM 111 or higher
 - CMPSC 265 or higher
 - PHYS 111 or higher
 - ENS 103 or higher
 - MATH 161 or higher level mathematics

3. Science courses most appropriate for non-science majors are:

SCI 101/L101, SCI 102/L102, SCI 111/L111, SCI 112/L112,
CHEM 101/L101, CHEM 102/L102,
SCI 122/L122,
BIO 101/L101, BIO 102/L102, and BIO 104/L104.

Major Requirements.....Minimum 30 HRS.†

Complementary Major Requirements, Minor Requirements, and Free ElectivesTotal 122 HRS.‡

† Some majors include more than 30 HRS. of required courses.

‡ Some degree programs exceed 122 HRS.

CAREFULLY REVIEW THE REQUIREMENTS FOR A DEGREE IN YOUR MAJOR WITH YOUR ADVISOR BEFORE SELECTING COURSES.

Requirements for the Bachelor Degree for Students with 30 or More Hours of Transfer Credit

Once matriculated, students **must** meet divisional requirements set forth in the
B.A. and B.S. paradigm immediately preceding entry.

| | |
|---|----------------|
| I. Core Requirements..... | 21 HRS. |
| English | 12 HRS. |
| A. A two-semester first-year English sequence | |
| B. A second-year English sequence | |
| Math or Computer Science..... | 3 HRS. |
| MATH 130, MATH 132, MATH 134, MATH 137, MATH 146, MATH 161, CMPSC 112, CMPSC 121, CMPSC 122 or CMPSC 131 | |
| Ethics | 3 HRS. |
| PHIL 119, PHIL 123, or PHIL 127 | |
| Speech Course | 3 HRS. |
| CJN 103 | |

| | |
|--|---------------|
| Cultural Diversity Requirement..... | 3 HRS. |
| Choose any course listed in the Cultural Diversity Course Lists. | |

The Cultural Diversity Requirement is fulfilled by taking one course bearing the Cultural Diversity Designation. Courses that satisfy the Cultural Diversity Requirement are identified in the course bulletin after the course description and are listed in the Cultural Diversity Course Listings (see Index). A Cultural Diversity Course may simultaneously fulfill a Divisional Requirement, Major Requirement, Complementary Major Requirement, Minor Requirement (see Department Listings) or may be used as an elective.

| | |
|--|---------------------------------|
| II. Divisional Requirements | 29 (B.S.)/32 (B.A.) HRS. |
|--|---------------------------------|

Bachelor of Arts Degree Only

| | |
|----------------------------------|----------------|
| Humanities Division | 12 HRS. |
|----------------------------------|----------------|

| | |
|---|---------------|
| Foreign Language Requirement | 6 HRS. |
|---|---------------|

Any one-year sequence in one foreign language.

(Students satisfying the language requirement at Suffolk University must take courses at the appropriate level of proficiency as determined by the Modern Languages faculty. See first page of the Modern Languages section of this catalog for details.)

| | |
|---|---------------|
| Divisional Course Requirements | 6 HRS. |
|---|---------------|

 A. Choose one course from the **Humanities Department**

 B. Choose one additional course from the departments listed below:

Communication and Journalism (Humanities Emphasis)

English (Literature Only) or ENG 250

Humanities

Modern Languages (Beyond the Elementary Level)

Philosophy

Theatre

Women's Studies (Humanities Emphasis)

Bachelor of Science Degree Only

| | |
|----------------------------------|---------------|
| Humanities Division | 9 HRS. |
|----------------------------------|---------------|

 A. Choose one course from the **Humanities Department**

 B. Choose two courses from the departments listed below:

Communication and Journalism (Humanities Emphasis)

English (Literature Only) or ENG 250

Humanities

Modern Languages (Beyond the Elementary Level)

Philosophy

Theatre

Women's Studies (Humanities Emphasis)

| | |
|---|---------------|
| Social Sciences Division (B.S. and B.A.) | 9 HRS. |
|---|---------------|

 A. Choose one course from:

History

B. Choose one course from the departments listed below:

Education and Human Services

Psychology

Sociology

Women's Studies (Social Sciences Emphasis)

C. Choose one course from the departments listed below:

Economics

Government

Note: Some Social Sciences Division courses may have math or computer science prerequisites.

Natural Sciences Division (B.S. and B.A.)11 HRS.

A student must take a two-semester sequence within a single discipline (with laboratories) AND an interdisciplinary science course without laboratory.

A. Two-semester sequence with laboratories8 HRS.

Biology

BIO 101/L101 and BIO 102/L102 or BIO 104/L104

Chemistry

CHEM 101/L101 and CHEM 102/L102, CHEM 111/L111 and CHEM 112/L112

Physics

PHYS 111/L111 and PHYS 112/L112, PHYS 151/L151 and PHYS 152/L152

Science

SCI 101/L101 and SCI 102/L102, SCI 111/L111 and SCI 112/L112

Note: 1. Some Science Division courses may have math or computer science prerequisites. See course descriptions in this catalog.

2. Science courses most appropriate for non-science majors are:

SCI 101/L101, SCI 102/L102, SCI 111/L111, SCI 112/L112, SCI 121/L121, SCI 122/L122,
BIO 101/L101, BIO 102/L102, or BIO 104/L104.

B. Interdisciplinary Science Course.....3 HRS.

SCI 301 (Prerequisite: Completion of the two-semester sequence in a single science with laboratories.)

Note: 1. Some Science Division courses may have math or computer science prerequisites. See course descriptions in this catalog.

2. Students are exempt from SCI 301 if they have satisfied the following requirements:

1) a two-semester sequence in a single science with laboratories (the CAS science requirement)

2) at least two additional courses (from the list below), each from a different department and also different from the department used in 1

BIO 101 or higher

CHEM 111 or higher

CMPSC 265 or higher

PHYS 111 or higher

ENS 103 or higher

MATH 161 or higher level mathematics

3. Science courses most appropriate for non-science majors are:

SCI 101/L101, SCI 102/L102, SCI 111/L111, SCI 112/L112,

CHEM 101/L101, CHEM 102/L102,

BIO 101/L101, BIO 102/L102, or BIO 104/L104.

Major Requirements.....Minimum 30 HRS.†

Complementary Major Requirements, Minor Requirements, and Free Electives‡Total 122 HRS.#

† Some majors may include more than 30 HRS. of required courses.

‡ Transfer students may receive credit for courses taken at another institution as electives above those available in a major degree program. The total credits for that degree is more than 122 HRS.

#Some degree programs exceed 122 HRS.

CAREFULLY REVIEW THE REQUIREMENTS FOR A DEGREE IN YOUR MAJOR WITH YOUR ADVISOR BEFORE SELECTING COURSES.

Requirements for the Bachelor of Fine Arts Degree

All B.F.A. degree programs require the successful completion of the following courses.

- I. Studio Course Requirements.....69 HRS.**
Foundation studio courses and Major Department studio courses as taught at the New England School of Art & Design at Suffolk University.
- II. Art History Requirements15 HRS.**
A. All BFA candidates are required to take **six credit hours** in the history of the art of Western civilization. This requirement may be fulfilled in one of the following ways. Ideas of Western Art I and II (ADF 181, 182) **or** Art History I and II (HUM 105-106).
B. Interior Design Majors only are required to take a six-credit hour sequence on the History of Architecture and Interior Design.
C. Graphic Design Majors only are required to take a three-credit hour course on the History of Graphic Design (ADG 224).
D. Art History Electives. The art history electives requirement varies according to the student's major, as follows:
Interior Design Majors.....3 HRS.
Graphic Design Majors6 HRS.
Fine Arts Majors.....9 HRS.
Art History Electives. The student must choose among the following:
HUM 305, HUM 306, HUM 307, HUM 308, HUM 309, HUM 310, HUM 311, HUM 312, HUM 316, HUM 320, HUM 321.
- III. Liberal Arts/General Studies38 HRS.**
All BFA candidates must complete **38 hours** of study in the Liberal Arts at Suffolk University as follows:
A. Integrated Studies (IS 111, IS 112)6 HRS.
NOTE: Students with 15 to 29 hours of transfer credit take either IS 111 or IS 112.
B. English (ENG 101, ENG 102)6 HRS.
C. Rhetorical Communication (CJN 103) **or**.....3 HRS.
Ethics (PHIL 119, PHIL 123, PHIL 127)
D. Math or Computer Science3 HRS.
MATH 130, MATH 132, MATH 134, MATH 137, MATH 146, MATH 161,
CMPSC 110 (Recommended for Freshmen ONLY), CMPSC 112, CMPSC 121, CMPSC 122 or CMPSC 131, as determined by the Mathematics Department.
E. Humanities Division.....6 HRS.
Choose **two courses** from the following:
HUM 111, HUM 112, HUM 305, HUM 306, HUM 307, HUM 308, HUM 309, HUM 310, HUM 311, HUM 312, HUM 316, HUM 320, HUM 321
ENG 113, ENG 114, ENG 123, ENG 124, ENG 250
PHIL 113, PHIL 115, PHIL 210, PHIL 211, PHIL 260, PHIL 261
CJN 114, THETR 225, THETR 226, THETR 310
WS 111
Note: A HUM course used to satisfy the Art History Elective may not be used simultaneously to satisfy the Humanities divisional requirement.
F. Social Sciences Division6 HRS.
Choose **two courses** from the following:
EHS 101, EHS 200, EHS 202, EHS 500, EHS 502
PSYCH 107, PSYCH 108, PSYCH 114, PSYCH 236, PSYCH 237, PSYCH 245
SOC 113, SOC 216, SOC 223, SOC 236, SOC 264
WS 113
EC 101, EC 102
GVT 103, GVT 110, GVT 203, GVT 204, GVT 208, GVT 261, GVT 276, GVT 278, GVT 281
HST 101, HST 102, HST 121, HST 122, HST 181, HST 182, HST 261, HST 262, HST 271, HST 272, HST 277, HST 278,
HST 371, HST 372, HST 414
G. Natural Sciences Division8 HRS.
Choose one of the following two-semester sequences (including the required laboratories) intended primarily for non-science majors.
Biology
BIO 101/L101 and BIO 102/L102, BIO 101/L101 and BIO 104/L104
Chemistry
CHEM 101/L101 and CHEM 102/L102
Science (SCI courses listed below have either a math or computer science prerequisite. See Department Listings in this catalog for details.)
SCI 101/L101 and SCI 102/L102, SCI 111/L111 and SCI 112/L112
Other science sequences, intended primarily for science majors, may satisfy this requirement. Consult with your advisor for details.

Cultural Diversity Requirement3 HRS.

Choose any course listed in the Cultural Diversity Course Lists.

All BFA candidates are required to take at least one course which bears the Cultural Diversity Designation. This course may also simultaneously fulfill a Divisional Requirement, Art History Requirement, or Art History Elective Requirement. Courses that can satisfy the Cultural Diversity Requirement are identified in the course bulletin after the course description and are listed in the Cultural Diversity Course Listings following the degree requirements.

Total Credit Hours Required for B.F.A.

Studio Course Work.....69 HRS.

Art History15 HRS.

Liberal Arts/Academic Studies38 HRS.

Program Total122 HRS.

Bachelor of Science in General Studies (B.S.G.S.)

The Bachelor of Science in General Studies Degree is an alternative to the traditional department-centered baccalaureate program. A student takes 42 hours within one of five interdepartmental clusters: Humanities (Communications and Journalism, Dramatic Arts, English, **Humanities** and Modern Languages, Philosophy, and Women's Studies); **Social Sciences** (Economics, Education and Human Services, Government, History, Psychology, Sociology, and Women's Studies); **Life Sciences** (Biology and Chemistry); **Physical Sciences** (Chemistry, Computer Science, Engineering, Mathematics, and Physics); or **Visual Arts** (Art, Graphic Design, Art History, Interior Design, and Foundations) in place of a single departmental concentration.

The degree is designed to meet the needs of part-time transfer students and adult learners returning to college after an absence of several years. The degree allows the student with an eclectic set of transfer credits to earn a bachelor's degree. The B.S.G.S Degree is not appropriate for most students planning to go on to graduate or professional study. A student seeking a B.S.G.S. Degree should consult with the admissions office, a department chairperson in the proposed Division of Concentration, and the student's designated faculty advisor prior to enrolling.

| | |
|---|----------------|
| I. Core Requirements..... | 30 HRS. |
| Integrated Studies..... | 6 HRS. |
| IS 111 and IS 112 | |
| (Students with 15 to 29 hours of transfer credit take either IS 111 or IS 112.) | |
| English..... | 12 HRS. |
| First-Year English | |
| ENG 101 and ENG 102 | |
| (A student may be assigned to other English courses or may be invited to take ENG 103.) | |
| Second-Year English | |
| A. ENG 213 and | |
| B. Either ENG 214 or ENG 215 or ENG 216 | |
| (For more information refer to the English Department listing in this catalog.) | |
| Math and Computer Science | 6 HRS. |
| Choose one course from Group A and one course from Group B. | |
| Group A – MATH 130, MATH 132, MATH 134, MATH 137, MATH 146 or MATH 161 | |
| Group B – CMPSC 110 (Recommended for Freshmen ONLY), CMPSC 112, CMPSC 121, CMPSC 122 or CMPSC 131 | |
| (For more information refer to the Math and Computer Science Department listing in this catalog.) | |
| Ethics..... | 3 HRS. |
| PHIL 119, PHIL 123, or PHIL 127 | |
| Rhetorical Communication..... | 3 HRS. |

| | |
|---|---------------|
| Cultural Diversity Requirement | 6 HRS. |
| Choose one course from Group A and one course from Group B. | |
| Cultural Diversity Group A | 3 HRS. |
| Cultural Diversity Group B | 3 HRS. |

The Cultural Diversity Requirement is fulfilled by taking courses bearing the Cultural Diversity Designation. Courses that satisfy the Cultural Diversity Requirement are identified in the course bulletin after the course description and are listed in the Cultural Diversity Course Listings (see Index). Cultural Diversity Courses may simultaneously fulfill Divisional Requirements, Major Requirements, Complementary Major Requirements, Minor Requirements (see Department Listings), or may be used as electives.

CJN 103

| | |
|--|----------------|
| II. Divisional Requirements..... | 29 HRS. |
| Humanities Division..... | 9 HRS. |
| No more than two courses may be taken from any one department within the Division. | |
| A. Choose one course from those listed below: | |
| Humanities | |
| HUM 101, HUM 102, HUM 105, HUM 106, HUM 111, HUM 112 | |
| B. Choose two additional courses from those listed below: | |
| American Studies | |
| AM ST 111 | |
| Communication and Journalism | |

CJN 114, CJN 226

English

ENG 113, ENG 114, ENG 123, ENG 124, or ENG 250

Humanities

(Not more than one. Students choosing this option are encouraged to complete the sequence begun in Humanities A above: 101-102, 105-106, or 111-112.)

HUM 101, HUM 102, HUM 105, HUM 106, HUM 111, HUM 112

Modern Languages

FR 209, FR 210, FR 211, FR 212, FR 309, FR 310,

SP 301, SP 302, SP 402, or SP 404

Philosophy

PHIL 113, PHIL 115, PHIL 210, PHIL 211, PHIL 260, PHIL 261

Theatre

THETR 225, THETR 226, THETR 310

Women's Studies

WS 111

Social Sciences Division9 HRS.

A. Choose one course from those listed below:

History

HST 101, HST 102, HST 103, HST 121, HST 122, HST 181, HST 182, HST 261, HST 262, HST 271, HST 272, HST 277, HST 278, HST 371, HST 372, HST 414

B. Choose one course from those listed below:

Education and Human Services

EHS 101, EHS 201, EHS 200, EHS 202, EHS 264, EHS 500, EHS 502

Psychology

PSYCH 107, PSYCH 108, PSYCH 114, PSYCH 236, PSYCH 237, PSYCH 245

Sociology

SOC 113, SOC 216, SOC 223, SOC 236, SOC 264

Women's Studies

WS 113

C. Choose one course from those listed below:

Economics

EC 101, EC 102, EC 111, EC 122, EC 131, EC 141

Government

GVT 103, GVT 110, GVT 203, GVT 204, GVT 208, GVT 261, GVT 276, GVT 278, GVT 281

Note: Some Social Sciences Division courses may have math or computer science prerequisites. See course descriptions in this catalog.

Natural Sciences Division11 HRS.

A student must take a two-semester sequence within a single discipline (with laboratories) and an interdisciplinary science course (without laboratory).

A. Two-semester sequence with laboratories8 HRS.

Biology

BIO 101/L101 and BIO 102/L102 or BIO 104/L104

Chemistry

CHEM 101/L101 and CHEM 102/L102, CHEM 111/L111 and CHEM 112/L112

Physics

PHYS 111/L111 and PHYS 112/L112, PHYS 151/L151 and PHYS 152/L152

Science

SCI 101/L101 and SCI 102/L102, SCI 111/L111 and SCI 112/L112

Note: 1. Some Science Division courses may have math or computer science prerequisites. See course descriptions in this catalog.

2. Science Division courses most appropriate for non-science majors are:

BIO 101/L101, BIO 102/L102, BIO 104/L104,

SCI 101/L101, SCI 102/L102, SCI 111/L111, SCI 112/L112, SCI 121/L121, SCI 122/L122.

B. Interdisciplinary Science Course3 HRS.

SCI 301 (Prerequisite: Completion of the two-semester sequence in a single science with laboratories and the Group A math requirement.)

College of Arts and Sciences

Note: 1. Some Science Division courses may have math or computer science prerequisites. See course descriptions in this catalog.

2. Students are exempt from SCI 301 if they have satisfied the following requirements:

- 1) a two-semester sequence in a single science with laboratories (the CAS science requirement)
- 2) at least two additional courses (from the list below), each from a different department and also different from the department used in 1
 - BIO 101 or higher
 - CHEM 111 or higher
 - CMPSC 265 or higher
 - PHYS 111 or higher
 - ENS 103 or higher
 - MATH 161 or higher level mathematics

3. Science courses most appropriate for non-science majors are:

SCI 101/L101, SCI 102/L102, SCI 111/L111, SCI 112/L112,
BIO 101/L101, BIO 102/L102,
CHEM 101/L101, CHEM 102/L102, and
BIO 104/L104.

III. Interdepartmental Major Requirements42 HRS.

Select **42 hours** of courses from **one** of the divisions listed below:

A. Humanities Major

Select courses from any combination of departments in the Division as listed below:

Communications and Journalism, Dramatic Arts, English, Humanities and Modern Languages, Philosophy.

B. Social Sciences Major

Select courses from any combination of departments in the Majors as listed below:

Economics, Education and Human Services, Government, History, Psychology, Sociology, Women's Studies.

C. Life Sciences Major

Select courses from any combination of departments in the Majors as listed below:

Biology and Chemistry

D. Physical Sciences Major

Select courses from any combination of departments in the Majors as listed below:

Chemistry, Computer Science, Engineering, Mathematics and Physics.

E. Visual Studies Major

Select courses from any combination of departments in the Majors as listed below:

Art, Graphic Design, Humanities (Art History Only), Interior Design, and Foundations.

Minor Requirements and/or Free ElectivesTotal 122 HRS.

CAREFULLY REVIEW THE REQUIREMENTS FOR THIS DEGREE WITH YOUR FACULTY ADVISOR BEFORE CHOOSING YOUR COURSES.

ASSOCIATE DEGREES

Requirements for Associate in Arts and Associate in Science

An Associate Degree is designed as a two-year program. Credits earned toward the Associate Degree may be transferred to a four-year program at another institution; may be used to allow the student to re-enter college after an absence; or may be converted into a four-year degree program at Suffolk University if the student's educational objectives change. To receive the Associate Degree a student must complete 62 hours of course work as indicated below.

ASSOCIATE IN ARTS (A.A)

| | |
|--|---------------|
| Integrated Studies | 6 HRS. |
| IS 111 and IS 112 | |
| English | 9 HRS. |
| First-Year English | 6 HRS. |
| ENG 101 and ENG 102 | |
| (A student may be assigned to other English courses or invited to take ENG 103. For more information refer to the English Department listing in this catalog.) | |
| Second-Year English | 3 HRS. |
| ENG 213 | |
| Math or Computer Science | 3 HRS. |
| Choose one course from those listed below: | |
| MATH 130, MATH 132, MATH 134, MATH 137, MATH 146, MATH 161, | |
| CMPSC 110, CMPSC 112, CMPSC 121, CMPSC 122 or CMPSC 131 | |
| (For more information refer to the Mathematics and Computer Science Dept. listing in this catalog.) | |
| Natural Sciences | 8 HRS. |
| See course listings under B.A. Degree Program for a two-semester science sequence. A student must take a two-semester sequence in a single science with laboratory. (Some Science courses have Mathematics or Computer Science prerequisites. See catalog descriptions.) | |
| Foreign Language Requirement | 6 HRS. |
| Any two-semester sequence in a single foreign language | |
| (Students satisfying the foreign language requirement at Suffolk University must take courses at the appropriate level of proficiency, as determined by the Modern Languages Faculty. See the first page of the Modern Languages section of this catalog for details.) | |
| Social Sciences/Humanities | 6 HRS. |
| Choose one course in the Social Sciences and one course in the Humanities. See listings under the requirements for the B.A. degree for appropriate courses. | |
| Rhetorical Communication (CJN 103) or Ethics (PHIL 119, PHIL 123, or PHIL 127) | 3 HRS. |

Cultural Diversity Requirement

3 HRS.

Choose any course listed in the Cultural Diversity Course Lists.

The Cultural Diversity Requirement is fulfilled by taking courses bearing the Cultural Diversity Designation. Courses that satisfy the Cultural Diversity Requirement are identified in the course bulletin after the course description and are listed in the Cultural Diversity Course Listings (see Index). Cultural Diversity Courses may simultaneously fulfill Divisional Requirements, Major Requirements, Minor Requirements (see Department Listings), or may be used as electives.

Major Courses and/or Free Electives

62 HRS.

Transfer students with 30 or more hours of transfer credit must complete or have transfer credit for the above listed courses (with the exception of IS 111 or IS 112) for an Associate in Arts or Associate in Science Degree. Transfer students with 30 or more hours of transfer credit are not required to take IS 111 or IS 112.

ASSOCIATE IN SCIENCE (A.S)

| | |
|--|----------------|
| Integrated Studies..... | 6 HRS. |
| IS 111 and IS 112 | |
| English | 9 HRS. |
| First-Year English | 6 HRS. |
| ENG 101 and ENG 102 | |
| (A student may be assigned to other English courses or invited to take ENG 103. For more information refer to the English Department listing in this catalog.) | |
| Second-Year English | 3 HRS. |
| ENG 213 | |
| Math or Computer Science | 3 HRS. |
| Choose one course from those listed below: | |
| MATH 130, MATH 132, MATH 134, MATH 137, MATH 146, MATH 161, | |
| CMPSC 110, CMPSC 112, CMPSC 121, CMPSC 122 or CMPSC 131 | |
| (For more information refer to the Mathematics and Computer Science Dept. listing in this catalog.) | |
| Natural Sciences..... | 8 HRS. |
| See course listings under B.S. Degree Program for a two-semester science sequence. A student must take a two-semester sequence in a single science with laboratory. (Some Science courses have Mathematics or Computer Science prerequisites. See catalog descriptions.) | |
| Social Sciences/Humanities..... | 12 HRS. |
| Choose two courses in the Social Sciences and two courses in the Humanities. See listings under the requirements for the B.S. degree for appropriate courses. | |
| Rhetorical Communication (CJN 103) or Ethics (PHIL 119, PHIL 123, PHIL 127) | 3 HRS. |

| | |
|---|---------------|
| Cultural Diversity Requirement | 3 HRS. |
|---|---------------|

Choose any course listed in the Cultural Diversity Course Lists.

The Cultural Diversity Requirement is fulfilled by taking courses bearing the Cultural Diversity Designation. Courses that satisfy the Cultural Diversity Requirement are identified in the course bulletin after the course description and are listed in the Cultural Diversity Course Listings (see Index). Cultural Diversity Courses may simultaneously fulfill Divisional Requirements, Major Requirements, Minor Requirements (see Department Listings), or may be used as electives.

CULTURAL DIVERSITY COURSE LISTS

The goal of the Cultural Diversity Requirement is to broaden and deepen students' understanding, experience, and skills with regard to cultural diversity with the purpose of enabling them to participate effectively in an increasingly complex and diverse world.

The Cultural Diversity Requirement, as specified by each degree, is fulfilled by taking courses bearing the Cultural Diversity Designation. Courses that satisfy the Cultural Diversity Requirement are identified in the course bulletin after the course description and are listed in the Cultural Diversity Course Listings (see Index). Cultural Diversity Courses may simultaneously fulfill Divisional Requirements, Major Requirements, Complementary Major Requirements, Minor Requirements (see Department Listings), or may be used as electives. ONLY courses listed below can be used to meet the Cultural Diversity Requirement.

Cultural Diversity Group A:

Courses which examine in-depth one or more non-dominant cultures (e.g., women, racial minorities, socioeconomic classes, sexual orientations, disabilities, etc.) **within the United States** and which have been traditionally under-represented in the curriculum.

| | | | |
|-------------|--|-----------|---|
| CJN 217 | Gay and Lesbian Studies | HST 378 | Feminism Since 1965 |
| CJN 485 | Rhetoric of Protest and Reform | HST 394 | Slavery |
| EHS 509 | Schooling and Social Inequality: Race, Gender and Class | HST 395 | Race and Ethnicity in Amer. History |
| ENG 357 | African-American Literature I | HST 396 | The African Diaspora |
| ENG 359 | Selected African-American Authors | HST 397 | Southern Women |
| ENG 362 | Asian American Literature | HST 398 | Women & the Law in US History |
| ENG 379 | Children's Literature | HUM 321 | Women, Art and Society |
| ENG 387 | Women and Literature | HUM 227 | Jazz |
| GVT 204 | Women in American Politics | PHIL 251 | Philosophy of Race and Gender |
| GVT 208 | Politics and Religion | PHIL 263 | Native American Religion |
| GVT 348 | Law, Race and Gender | PSYCH 237 | Psychology of Women |
| GVT 359/659 | Race and Gender in Electoral Politics | PSYCH 341 | Sociocultural Perspectives on Behavior & Experience |
| GVT 435 | Race and Public Policy | PS 506 | Leadership Skills in a Diverse Society |
| HST 270 | History, Theology and Literature | SOC 227 | Race in American Society |
| HST 271 | African-Amer. History, from 1629-1860 | SOC 228 | Cultural Diversity & Human Need |
| HST 272 | African Amer. History, Since 1860 | SOC 374 | Diversity Among Women |
| HST 323 | African-Amer. Religious Experience | WS 111 | Women, History, and Culture |
| HST 360 | Native Amer.: Prehistory-Trail of Tears | WS 113 | Women, Science, and Society |
| HST 361 | Native Amer.: 1832 to Present | | |
| HST 371 | Women in Amer. History: Colonial to 1865 | | |
| HST 372 | Women in Amer. History: 1865 to Present | | |

Cultural Diversity Group B:

Courses which examine in-depth one or more non-Western and/or non-dominant cultures or cultural interaction **outside the United States.**

| | | | |
|---------|---|----------|--|
| CJN 216 | Intercultural Communication | HST 275 | Women in 20th Century Europe |
| EC 141 | Transition and Developing Economies | HST 276 | History of Modern Latin America |
| ENG 379 | Children's Literature | HST 277 | Early Mesoamerican Life and Culture |
| FR 325 | French Women in Fact and in Fiction | HST 278 | Mexico Since the Spanish Conquest |
| GVT 203 | Women in World Politics | HST 325 | Exploration, Colonization & Imperialism |
| GVT 283 | Third World Politics | HST 326 | World Affairs, 1875 – 1930's |
| GVT 383 | African Politics | HST 328 | Globe in Crisis: World Affairs, 1930's – Present |
| GVT 387 | Caribbean and Central American Politics | HST 360 | Native Amer: Prehistory-Trail of Tears |
| GVT 389 | Politics of China | HST 396 | African Diaspora |
| GVT 391 | Canada: Multicultural Politics | HUM 221 | History of Women in Music |
| GVT 393 | Politics of Mexico | HUM 223 | World Music |
| GVT 467 | Comparative Social Movements | HUM 321 | Women, Art and Society |
| GVT 484 | Politics of the Muslim World | PHIL 228 | Feminist Philosophy |
| GVT 485 | Politics of the Middle East | PHIL 261 | Eastern Philosophy |
| GVT 486 | Political Economy of Latin America | PHIL 262 | Buddhism |
| HST 121 | World History I | PHIL 265 | Women in Spirituality |
| HST 122 | World History II | PS 508 | The Psychology of Genocide |
| HST 160 | Cultural Contact in World History | SOC 357 | Cross-Cultural Medicines |
| HST 245 | Middle East Since 1258 | SPAN 301 | Hispanic Culture I: The Hispanic World |
| HST 261 | African History To 1800 | SPAN 302 | Hispanic Culture II: Latin America |
| HST 262 | Modern African History Since 1800 | SPAN 405 | Women's Voices from Latin America |
| HST 263 | Race and Politics in S. Africa | | |
| HST 274 | Women in 19th Century Europe | | |

AMERICAN STUDIES

No major available.

Director: Dr. Robert Allison

Minor in American Studies

For students interested in examining multiple aspects of American culture and society, the American Studies minor program offers students a chance to break away from narrow academic questions through an individualized, interdisciplinary course of study. Drawing on history, literature, sociology, psychology, and other fields, the American Studies minor allows students to integrate knowledge gained from a wide variety of courses.

A one-semester core course introduces the major questions and texts of the field. Students then choose from appropriate courses among the various disciplines to complete the requirements of the minor.

Required Core Component 6 Credits

| | |
|-----------|----------------------|
| AMST 111 | What Is An American? |
| OR | |
| AMST 112 | Are We A Nation? |

Designated Course Component 15 Credits

Four courses from the following list, with no more than 6 credits in any one department.

| | |
|---------|--|
| CJN 285 | Media and Popular Culture I |
| CJN 286 | Media and Popular Culture II |
| CJN 365 | The American Cinema |
| CJN 485 | Rhetoric of Protest and Reform |
| EHS 372 | Environmental Law |
| EHS 503 | Foundations of Education |
| EHS 711 | Critical Issues in Education |
| ENG 353 | The Rise of American Fiction |
| ENG 354 | Hawthorne and Melville |
| ENG 355 | American Prose 1870-1920 |
| ENG 356 | Whitman and Dickinson |
| ENG 357 | African-American Literature |
| ENG 359 | Selected African-American Authors |
| ENG 361 | Contemporary American Fiction: 1950-Present |
| ENG 364 | Modern American Poetry |
| ENG 365 | Contemporary American Poetry |
| ENG 367 | Twentieth-Century American Fiction 1920-1950 |
| ENG 369 | Modern American Drama |
| ENG 387 | Women and Literature |
| ENG 396 | American Political Literature |
| ENG 398 | Boston: A City in Fiction |
| ENG 407 | Seminar in American Theatre History |

| | |
|-----------|--|
| GVT 204 | Women in American Politics |
| GVT 243 | American Constitutional Law |
| GVT 244 | Civil Liberties |
| GVT 346 | The American Presidency |
| GVT 348 | Law, Race and Gender |
| GVT 355 | American Parties and Politics |
| GVT 363 | American Foreign Policy |
| GVT 435 | Race and Public Policy |
| GVT 473 | American Political Thought |
| HST 271 | African-American History, 1619-1860 |
| HST 272 | African-American History, Since 1860 |
| HST 291 | American Foreign Relations to 1898 |
| HST 292 | American Foreign Relations Since 1898 |
| HST 360 | Native America: From Pre-History to the Trail of Tears |
| HST 361 | Native America: 1832 to the Present |
| HST 371 | Women in American History |
| HST 381 | American Colonial History |
| HST 382 | The American Revolution |
| HST 383 | Boston: The Heritage of a City |
| HST 388 | Crime in America: 20th Century Case Studies |
| HST 389 | American Constitutional History, I |
| HST 390 | Constitutional History II |
| HST 391 | The Young Nation: U.S. History 1789-1850 |
| HST 392 | The American Civil War and Reconstruction |
| HST 393 | America: The Old and New South |
| HST 394 | Slavery |
| HST 395 | Race and Ethnicity in American History |
| HST 482 | Culture of the Sixties |
| HST 483 | Death, Disease and Healing in American History |
| HST 484 | Crime, Law, and Society in U.S. History |
| HST 485 | History of American Law |
| HST 486 | The Vietnam War in History, Literature and Film |
| HST 487 | History, Literature, and the South |
| HST 489 | Law, Literature and History |
| HST 492 | The U.S. in the Twentieth Century |
| HUM 211 | Music of the United States |
| HUM 227 | Jazz |
| HUM 320 | Art and Architecture of New England |
| HUM 311 | Art of the United States |
| PHIL 253 | Philosophy of America |
| PSYCH 239 | Psychology of Africans Throughout the Diaspora |
| PSYCH 245 | Consumer Psychology |
| PSYCH 346 | Community Psychology |
| SOC 223 | Families in Contemporary Society |
| SOC 227 | Race in American Society |
| SOC 237 | Drugs and Society |
| SOC 238 | Cops and Robbers: Crime on Film |
| SOC 275 | Women and Crime |
| SOC 286 | Women and Work |
| SOC 325 | Popular Culture in America |
| SOC 326 | Social Movements |
| THETR 301 | Fifty Years of American Musicals |

Information/Advising

Each student's four elective courses for the minor must be related in some coherent way. With his/her American Studies Minor advisor, a student will identify a particular focus (e.g., an era, a topic, a theme, a region, a population, or a problem in American culture) that he or she wishes to explore closely through interdisciplinary study.

American Studies Committee

Robert Allison, History; Robert Bellinger, History; John Berg, Government; Blair Bigelow, English; John Cavanagh, History; Gail Coffler, English; Kenneth S. Greenberg, History; Sharon Kurtz, Sociology; Fred Marchant, English; Jon Marko, Humanities; Joseph McCarthy, Education and Human Services; Quentin Miller, English; Allan Tow, Education and Human Services; Lauri Umansky, History; Yvonne Wells, Psychology; Da Zheng, English.

American Studies Courses

AMST 111 – What is an American?

This course will examine the nature of American society, and the historical roots of American character and identity. We will read works by American authors as well as works by European observers of America to see how Americans define themselves and how others see them.

1 term – 3 semester hours.

AMST 112 – Are We A Nation?

In the wake of the Civil War, Senator Charles Sumner asked, "Are we a nation?" His query still echoes. This course will survey major twentieth-century critiques of American culture and character. Starting with debates early in the century between assimilationists and cultural pluralists, and ending with current debates over multiculturalism and "national character," we will address what continues as a central national conversation: What does it mean to be an American? Are we one nation or many? Is there common ground?

1 term – 3 semester hours.

AMST 403 – Seminar in American Studies

This course is designed to be taken after the student has completed all other courses for the minor. It will offer the American Studies minor a chance to draw together the general themes of the field with the particular issues raised by the student's focused course work.

Prerequisite: AMST 111 or 112.

1 term – 3 semester hours.

Limited to American Studies minors.

ART FOR NON-MAJORS

The New England School of Art & Design at Suffolk University

NESADSU Chairman: Davis

The Minor in Art

The Minor in Art requires 18 credit hours of course work as follows: Six Studio Art Courses

Please contact the NESADSU Chairman for a suggested program of study.

In addition to Art for Non-Majors, the University offers Bachelor of Fine Arts Degree Programs and Diploma Programs in Interior Design, Graphic Design and Fine Arts, as well as Certificate Programs in Decorative Arts and Electronic Graphic Design. Please see the NESADSU listings elsewhere in this catalog for complete information.

Students not enrolled in either the BFA, Diploma or Certificate Programs may take NESADSU courses provided they have met any prerequisite requirements.

Art for Non-Majors Courses

ART 01 – Jumpstart Art

A 10-week introduction to basic studio skills and concepts for non-Art majors and Undecided majors who lack exposure to the fundamentals of art and design. The course is designed to support these students and to ensure their success in the studio. Non-Art majors and Undecided majors must take ART 01 concurrently with first semester Foundation studio courses (or must have completed two years of high school art prior to registering for Foundation studio courses).

Offered every semester (10 weeks/20 class meetings);
non-credit/tuition free for matriculated students

ART 209 – Introduction to Drawing

Introduction to the basic principles of drawing: a study of perspective and three-dimensional form.

1 term – 2.0 semester hours.

Normally offered yearly.

Cost of materials to be borne by students.

ART 211 – Introduction to Painting

An introductory course designed to aid students with little or no knowledge of the use of oil paints. Creative work is encouraged.

1 term – 2.0 semester hours.

Normally offered yearly.

Cost of materials to be borne by students.

ART HISTORY

Humanities Major with Art History Track and Art History Minor available through the Department of Humanities and Modern Languages.

Coordinator: Smythe, Associate Professor

Assistant Professor: Cramer

Lecturers: Fowler, Steck, Varat

Slide Curator: Varat

The courses listed below are cross-referenced in the Humanities section of this catalog.

Courses with art history content are offered in the Department of Humanities and Modern Languages. The equivalent of an art history major is offered as a Humanities Major-Art History Track, requiring 30 hours of course work. The Art History Minor requires 18 hours of course work.

Humanities Major-Art History Track

10 courses, 30 hours total

| Foundation Requirement | | 2 Courses, 6 Hours Credit |
|------------------------|--------------------|---------------------------|
| 105-106 | Art History I & II | |

| Upper Level Course Requirement | | 6-8 Courses, 18-24 Hours Credit |
|--------------------------------|--|---------------------------------|
|--------------------------------|--|---------------------------------|

Chosen from among the following Humanities courses:

| | |
|-----|--|
| 305 | Art of Greece and Rome |
| 306 | Art of the Middle Ages |
| 307 | Art of the Italian Renaissance |
| 308 | Art of the Baroque and Rococo |
| 309 | Art of the Nineteenth Century |
| 310 | Modernism in Art |
| 311 | American Art |
| 312 | Art of the Northern Renaissance |
| 316 | Contemporary Art |
| 321 | Women, Art, and Society |
| 501 | Independent Study (directed by professor of art history) |

| Related Option | Maximum of 2 Courses, 6 Hours |
|----------------|-------------------------------|
|----------------|-------------------------------|

May be chosen from the following:

ADF S101, ADF S143, and ADF S151 (all offered by NESADSU) and
PHIL 219 Philosophy of Art

Minor in Art History

6 courses, 18 hours total

| Foundation Requirement | 2 Courses, 6 Hours Credit |
|----------------------------|---------------------------|
| 105-106 Art History I & II | |

| Upper Level Course Requirement | 4 Courses, 12 Hours Credit |
|--------------------------------|----------------------------|
|--------------------------------|----------------------------|

Chosen from among the following Humanities courses:

| | |
|---------|---------------------------------|
| HUM 305 | Art of Greece and Rome |
| HUM 306 | Art of the Middle Ages |
| HUM 307 | Art of the Italian Renaissance |
| HUM 308 | Art of the Baroque and Rococo |
| HUM 309 | Art of the Nineteenth Century |
| HUM 310 | Modernism in Art |
| HUM 311 | American Art |
| HUM 312 | Art of the Northern Renaissance |
| HUM 316 | Contemporary Art |
| HUM 321 | Women, Art, and Society |

Art History Courses

HUM 105 – Art History I

A survey of the art of western civilization from prehistoric caves to the cathedrals of the Middle Ages. Works of painting, sculpture, and architecture are presented in their historical context. Course covers Egyptian, Ancient Near Eastern, Greek, Roman, early Islamic, Byzantine, Romanesque and Gothic. Visits to local museums are assigned.

1 term – 3 semester hours.

Offered every year.

HUM 106 – Art History II

A survey of the art of Europe and America from the Renaissance to the present. Works of painting, sculpture, and architecture are presented in their historical context. Course covers the Renaissance, Baroque, Rococo, Neoclassicism, Romanticism, Realism, Impressionism, Post-Impressionism, Cubism, Surrealism, Abstract Expressionism, Pop, and Post-Modernism. Visits to local museums are assigned.

1 term – 3 semester hours.

Offered every year.

HUM 305 – Art of Greece and Rome

Painting, sculpture and architecture of ancient Greece and Rome in their cultural context. Emphasis on the temple form and the representation of the ideal human figure in Greece, and on engineering achievements, portrait sculpture and wall paintings in the Roman world.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 306 – Art of the Middle Ages

Religious and secular painting, sculpture, architecture and the minor arts in the context of medieval civilization. Examples of mosaic, ivory carvings, manuscript illumination, enamel work, stained glass, altarpieces, fresco paintings, basilica churches, monasteries, and cathedrals from Early Christian, Byzantine, Barbarian, Carolingian, Ottonian, Romanesque, and Gothic periods are included. Visits to local museums are assigned.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 307 – Art of the Italian Renaissance

Painting, sculpture and architecture of the 14th, 15th and 16th centuries in Italy viewed in their cultural context. Issues covered include the search for ideal form, the tools of realism, changes in patronage, development of portraiture. Artists include Giotto, Masaccio, Donatello, Leonardo da Vinci, Raphael, Michelangelo, and Titian.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 308 – Art of the Baroque and Rococo

A study of 17th and 18th century painting, sculpture and architecture in Italy, Spain and Northern Europe. Artists include Rembrandt, Rubens, Caravaggio, Bernini, Poussin, Velásquez, Watteau, Boucher, Fragonard, and Chardin.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 309 – Art of the Nineteenth Century

A study of Neoclassicism, Romanticism, Realism, landscape painting and Impressionism in European painting. Artists include David, Ingres, Friedrich, Constable, Delacroix, Goya, Courbet, Millet, Daumier, Manet, Monet, Renoir, Degas, and Cassatt.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 310 – Modernism in Art

A study of European painting and sculpture from around 1880 to 1940, including Symbolism, Post-Impressionism, Fauvism, Expressionism, Cubism, Futurism, Suprematism, Constructivism, De Stijl, The Bauhaus, Dada and Surrealism. Artists include Gauguin, Cézanne, Van Gogh, Matisse, Kandinsky, Picasso, Braque, Malevich, Mondrian, Duchamp, Masson, Magritte, Dali and Ernst.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 311 – American Art

A study of American painting, sculpture, photography, and architecture from the colonial period through WWII. Artists include the Freake limner, Smibert, Copley, West, Stuart, Jefferson, Whistler, Sargent, Eakins, Homer, Ryder, Bierstadt, Cole, Church, Bingham, Lane, Hosmer, Inness, Sloan, Sullivan, Wright, Hopper, Sheeler, Davis, Shahn, O'Keefe, Dove, Hartley, Marin, Bellows, Riis, Hine, Stieglitz, Strand, Weston, Steichen and Lange.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 312 – Art of the Northern Renaissance

Painting and the graphic arts of the 14th, 15th, and 16th centuries in Northern Europe, viewed in its historical context. Issues include the invention of oil painting and the development of woodcut and engraving, the effect of the Reformation on art, and the relationship to the Renaissance in Italy. Artists include van Eyck, Durer, Brueghel.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 316 – Contemporary Art

A study of European and American art since WWII, including Abstract Expressionism, Colorfield painting, Pop Art, Minimalism, Neo-Dada, Happenings and Performance Art, Earth Art, Feminism, Neo-Expressionism and Postmodernism. Artists include Bacon, Giacometti, Hofmann, Pollock, De Kooning, Frankenthaler, Rothko, Newman, Stella, Judd, Andre, Hesse, Calder, David Smith, Serra, Johns, Rauschenberg, Warhol, Lichtenstein, Smithson, Holt, Christo, Nevelson, Kaprow, Kosuth, Kruger, Sherman, Baldessari, Salle, Polke, Basquiat, Kiefer and Haring.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 321 – Women, Art, & Society

This course covers women artists from the sixteenth century to the present as well as the new direction of art-historical scholarship developed by feminist art historians during the last twenty years.

1 term – 3 semester hours.

Normally offered alternate years. **Cab**

For additional related courses, please see the New England School of Art & Design at Suffolk University section of Course Bulletin.

BIOLOGY

All Biology courses must be taken with their respective laboratories unless otherwise noted or waived by written permission of the Biology Department Chairperson

Department of Biology

Professors: Snow (Chairperson), Burn, Mulcahy

Associate Professor: Martin, Merrill

Assistant Professors: Burgess, Trott

Instructor: Goodman

Lecturers: Begley, Crowley, Finkelstein, Fontaine, O'Donnell, Rodman

Biology majors may obtain a Bachelor of Science or Bachelor of Arts degree in Biology either by specializing in one of the following programs: Medical Technology, Biotechnology, Marine Science or by following more flexible course offerings.

The Department of Biology also administers the Life Studies major (see below).

To earn a bachelor's degree in Biology requires the satisfactory completion of 1) prescribed courses in the major and related electives with a minimum grade point average 2.0, 2) general requirements in the College of Arts and Sciences and 3) free electives.

Transfer students wishing to major in Biology must complete a minimum of 12 semester hours (excluding laboratories and seminar) in Biology at Suffolk University with a minimum grade point average of 2.0. An Evening Division student who chooses to major in Biology must plan a course of studies with the Chairperson of the Department as few Biology courses are offered in the evening.

Biology Program

A Biology major must take 30 semester hours (excluding laboratories and seminar) in Biology as well as designated related science and math courses in addition to the all-college requirements. Observe the core requirements listed below for completing the major in Biology.

Each Biology major will be advised in the selection of courses in accordance with their objectives.

Core Requirements

BIO 111-114, L111-L114; 202; 222 or 285, L285; 224, L224 or 222; 274, L274; 304, L304; 333, L333, 409
CHEM 111-112, L111-L112; 211-212, L211-L212.*
PHYS 111-112, L111-L112 or 151-152, L151-L152.
MATH 146 or **161.

*CHEM 314, L314 may be substituted for 212, L212 in the Medical Technology or Environmental Technology programs upon written approval of the Chairperson of Biology.

** (preferred)

Life Studies Major

The Department of Biology administers the *Life Studies* major. The requirements are 30 semester hours (excluding laboratories and seminar) of Biology courses in an approved program of studies. BIO 409 must also be taken and an area of concentration with a minimum of 12 semester hours in a non-science discipline and a two-semester sequence in a non-biological science. The requirements for the Bachelor of Arts degree must be fulfilled. Note: The Life Studies major is not intended to fulfill the prerequisites of a graduate or professional program requiring a major in Biology.

Biology Minor

BIO 111, L111 and BIO 114, L114 (Majors' Biology I and II) followed by four biology courses (with lab if appropriate) to complete 18 semester hours of course work excluding laboratories and seminar.

The All-College science requirement may be met in Biology in the following manner.

Biology: BIO 101, L101 and 102, L102
(Principles of Biology I and II) or 104, L104.

Beta Beta Beta Biological Honor Society

The *Chi Kappa Chapter* at Suffolk University was chartered on October 10, 1978. *Beta Beta Beta* is an honor and professional society primarily for students of the biological sciences. Its goals include promoting student research, publication and exposure to current biological scholarship and career possibilities. Regular membership is offered to majors in the biological sciences who have completed at least one term of the sophomore year (including three biology courses) with a 3.00 average in biology and an overall average of 2.70. Associate membership is open to any interested undergraduate.

The Robert S. Friedman Field Station

The Robert S. Friedman Field Station of Suffolk University is located at Cobscook Bay in Edmunds, Maine. Cobscook Bay is a part of the lower Bay of Fundy system and is noted for its great tidal fluctuation and its abundance of boreal coastal marine life. The laboratory is a 40-acre camping field station accommodating approximately 50 persons in residence. Student, faculty and staff housing is in small cabins requiring sleeping bags. A central Comfort Station provides shower and lavatory facilities. Meals are prepared by a kitchen staff and are served in a dining facility. Classroom and laboratory facilities support the instructional program, supplemented by a circulating seawater systems and two 13' Boston Whalers. The station is operated seasonally with a full summer offering of courses and yearly for special course-related field studies.

Department of Biology Affiliations

The Department of Biology maintains several affiliations in support of its programs and general educational interest:

- Massachusetts Bay Marine Studies Consortium, Inc.
- Museum of Science, Boston
- Organization of Biological Field Stations
- Marine Invertebrate Diversity Initiative (Halifax, Nova Scotia)

Bachelor of Science/Bachelor of Arts

122 Semester Hours

| Freshman Year | Semester Hours |
|--|-----------------------|
| BIO 111-114, L111-L114 | 8 |
| CHEM 111-112, L111-L112..... | 8 |
| MATH 134, 146 or 161 and CMPSC 121 | 6 |
| IS 111-112..... | 6 |
| | 34 |

| Sophomore Year | Semester Hours |
|---|-----------------------|
| BIO 285, L285; 224, L224 or BIO 222 | 7/8 |
| BIO 202..... | 2 |
| CHEM 211-212, L211-L212..... | 8 |
| ENG 213, 214, 215, or 216..... | 6 |
| Social Science Requirement | 3 |
| Rhetorical Communications CJNI 103 | 3 |
| PHIL 119/123/127..... | 3 |
| | 32/33 |

| Junior Year | Semester Hours |
|---|-----------------------|
| BIO 274, L274; 304, L304..... | 8 |
| PHYS 111-112, L111-L112 or 151-152, L151-L152 | 8 |
| Humanities Requirement..... | 6 |
| Cultural Diversity Groups A & B | 6 |
| | 28 |

| Senior Year | Semester Hours |
|--|-----------------------|
| BIO 333, L333 | 4 |
| Major and/or Program Electives (3) | 11/12 |
| BIO 409..... | 1 |
| Humanities (BS – Group A or B) (BA – Language 6) | 3 |
| Social Science Requirement | 6 |
| Free Elective (BS) | 3 |
| | 28/29 |

Special Biology Program Options

Through the planned selection of required, major course options and the judicious use of elective credits, special program requirements may be completed within the Biology major curriculum. There are four such programs currently certified within the major and their special requirements are identified below.

Biology/Education Program

This program is designed for those students wishing to pursue a career as a biology teacher at the secondary level. The student follows the same core course of studies as the biology major. In addition, the student must complete a minor in secondary school teaching, which includes a student teaching practicum (consult Education and Human Services Department for required courses).

For those students pursuing an undergraduate degree to teach General Sciences at the middle school level, the student must take Majors Biology I and II and the laboratories associated with those courses (BIO 111, L111, 114 and L114). In addition, the student will take selected courses in chemistry and physics.

For those pursuing a Master's degree in Secondary School Teaching, students must first complete 18 credit hours in Education (consult Education and Human Services Department for required courses). Students must take 18 credit hours of courses listed as 600 level or above.

For those students pursuing a Master's degree in Middle School Teaching in the General Sciences, the student must take the following Biology courses and their associated laboratories: Cell Biology (BIO 703, L703) and Comparative Animal Physiology (BIO 604, L604). In addition, the student will take selected courses in chemistry and physics.

Biotechnology Program

122 Semester Hours

A Bachelor of Science or Bachelor of Arts degree program in biotechnology requires a concentration in molecular and microbiological principles in biology. Students are encouraged to seek relevant industrial experience during the summer between the sophomore and junior year and to use the Biology Seminar as the reporting forum. The student should consult with the Program Coordinator early in their academic career to determine available placements and to obtain counseling regarding appropriate courses for the program.

The program requires the completion of all biology core requirements, including BIO 285, L285; 377, L377; 202 and 409 with electives to be chosen from the following: BIO 403 (L403); 273 (L273); 385 (L385); 474 (L474); 475 (L475).

Upon satisfactory completion of the prescribed curriculum, students are eligible to receive the degree of Bachelor of Science or Bachelor of Arts with a major in Biology from Suffolk University.

Biology/Marine Science Program

122 Semester Hours

The Marine Science Program introduces students to marine studies while maintaining the rigor and career flexibility of a traditional biology major. Our aim is to prepare students to make career decisions based on real familiarity with marine studies. The distinguishing feature of the Program is the completion of four courses (3 biology and 1 non-biology) and a research experience in marine science. The three biology courses may be used in partial fulfillment of the 30 semester hour requirement of the Biology major, and all College degree requirements apply. The first element of the Program is the Marine Biology course (BIO 254 and L254) at the Friedman Field Station in Maine. Two other marine-related biology courses (e.g., Biology of Fishes, Marine Mammals, Invertebrate Zoology) as well as a non-biology course (e.g., Coastal Geology, Coastal Zone Management) are also required. The research experience (in marine biology) will consist of 3-4 semester hours of work undertaken under the direction of Biology Department faculty, or during an approved internship at an affiliated institution.

Students in the Marine Science Program are strongly urged to consider special course offerings, work study, and field research opportunities offered each summer at the Robert S. Friedman Field Station on Cobscook Bay in Edmunds, Maine.

Medical Technology Program

122-128 Semester Hours

Biology majors may elect to enroll in the Medical Technology Program whereby they may qualify for both the B.S. degree in Biology from Suffolk University and are qualified as well to apply to approved hospital schools of Medical Technology to fulfill a clinical year. Following successful completion of this clinical year they are eligible to take the certification exam in medical technology. This can be accomplished in either an accelerated program with a minimum of three years at Suffolk University and the fourth year at the hospital school or in the normal manner, with four years at Suffolk and a fifth year in residence at a hospital school.

The clinical year is of 12 months duration and normally starts in August. Instruction is given in the laboratories of the hospital by their staff. Students must apply to the hospital school upon registering for their fifth semester. Application to the hospital schools is highly competitive. Acceptance is determined solely by the selecting hospital.

Upon satisfactory completion of the prescribed curriculum (SCI 570 – Medical Technology), students are eligible to receive a certificate in Medical Technology from the hospital and the degree of Bachelor of Science in Biology from Suffolk University. BIO 285, L285 and BIO 377, L377 are required for application to the hospital schools. In the 3-year pre-training program, 7 semester hours of the hospital credits may be used in lieu of Biology electives and the Social Science and Humanities requirements have been reduced to 6 semester hours each. The 4-year program requires the completion of all requirements.

The program fully qualifies a student to pursue the many career, graduate and professional school opportunities open to the recipient of a Bachelor's degree in Biology and to seek certification as a Medical Technologist (MT, ASCP). Certification is through examination by a certifying agency such as the Board of Registry (American Society of Clinical Pathologist) and the National Certification Agency for Medical Laboratory Personnel (NCA).

The Program is under the joint direction of the Medical Technology Coordinator of the Suffolk University Department of Biology and the approved hospital school of Medical Technology.

Biology Courses

All Biology courses must be taken concurrently with their respective laboratories unless waived by the Biology Department Chairperson.

BIO 101 – Principles of Biology I

An introductory course in basic concepts in cell biology, genetics and evolution. Required as a first course science requirement in Biology for the non-science major. **May not be taken by majors nor used for major credit.**

- 3 hours lecture.
- 1 term – 3 semester hours.
- Days or evenings.
- Fall and summer.

BIO L101 – Principles of Biology I Laboratory

A series of experiments and investigations to study the principles of diffusion, enzyme function, cell division, genetics and evolution.

- 3 hours laboratory.
- 1 term – 1 semester hour.
- Days or evenings.
- Fall and summer.

BIO 102 – Principles of Biology II

Investigations of relationships among organisms in time and space. Diversity, and human biology in the context of contemporary society. This is a suggested course for the non-science majors and it **may not be taken by majors nor used as credit for Biology majors.**

- Prerequisites: BIO 101, L101.
- 3 hours lecture.
- 1 term – 3 semester hours.
- Days or evenings.
- Spring and summer.

BIO L102 – Principles of Biology II Laboratory

Exercises and field trips designed to complement and demonstrate the principles developed in the lecture section.

- 3 hours laboratory.
- 1 term – 1 semester hour.
- Days or evenings.
- Spring and summer.

BIO 104 – Environmental Biology

An introduction to basic evolutionary, behavioral and ecological principles. Readings and discussion emphasize the ways that humans are affected by ecological processes and principles as well as how humans and their technology affect ecosystems. This course is **not open to biology majors or minors.** It is intended for non-biology majors as a follow-up to BIO 101 but it may be taken before BIO 101.

- 3 hours lecture.
- 1 term – 3 semester hours.
- Days only.

BIO L104 – Environmental Biology Laboratory

Exercises and field trips designed to complement and demonstrate the ecological principles developed in the lecture section. The lab emphasizes the scientific method and employs long term group projects.

- 3 hours laboratory.
- 1 term – 1 semester hour.
- Days only.

BIO 111 – Majors' Biology I

Examination of key biological structures and reactions of the cell. This is the introductory course required of all biology majors and other science majors when required. Participation in the annual October field trip to the *Friedman Field Station* is **required** (a small fee is associated with this trip). **This course is not recommended for the non-science student.**

- High School level biology and chemistry.
- 3 hours lecture.
- 1 term – 3 semester hours.
- Fall semester.

BIO L111 – Majors' Biology I Laboratory

Sessions are designed to familiarize the student with biological molecules, and the techniques used in their study. The techniques covered include basic solution preparation, separation and quantification of molecules, enzyme catalysis, and cell isolation. Required for Biology Majors.

- 3 hours laboratory.
- 1 term – 1 semester hour.
- Fall semester.

BIO 114 – Majors' Biology II (Zoology)

Introduction to animal biology emphasizing evolution, classification, morphology, function, development, and ecology. Required of all Biology majors.

- Prerequisites: BIO 111, L111.
- 3 hours lecture.
- 1 term – 3 semester hours.
- Spring semester.

BIO L114 – Majors' Biology II (Zoology) Laboratory

A series of laboratory experiences in animal evolution, diversity, anatomy, physiology and ecology.

- 3 hours laboratory.
- 1 term – 1 semester hour.
- Spring semester.

BIO 202 – Scientific Writing in Biology

Development of skills for writing clearly, concisely and creatively in the style of scientific journals given the diversity of writing tasks faced by professional biologists through classroom and written assignments. Includes the use of both computer search methods for library research and software for the graphic presentation of data. Required of all biology majors. May be taken by environmental science majors.

- Prerequisites: ENG 102 or 103 and two semesters of a laboratory based science course.
- 2.5 hours lecture.
- 1 term – 2 semester hours.

BIO 203 – Anatomy and Physiology I

This course surveys the structure and function interrelationships of the various tissues, organs and organ systems of the human body. This course investigates the human body using a systemic approach and covers the integumentary, skeletal, muscular, nervous and endocrine systems. Medical terminology will be used.

Prerequisites: BIO 111, L111 or equivalent.

3 semester hours.

Fall semester.

BIO L203 – Anatomy and Physiology I Laboratory

This course involves an in-depth study of structures of the human skeletal, muscle and nervous systems utilizing models, figures and dissection of closely related mammals, i.e., cats and sheep brains.

3 hours laboratory.

1 term – 1 semester hour.

BIO 204 – Anatomy and Physiology II

This course is a continuation of the survey of the structure and function interrelationships of the various tissues, organs and organ systems of the human body. This course investigates the human body using a systemic approach and covers the circulatory, respiratory, lymphatic, digestive, urinary and reproductive systems. Medical terminology will be used.

Prerequisites: BIO 203, L203 or equivalent.

3 semester hours.

Spring semester.

BIO L204 – Anatomy and Physiology II Laboratory

This course involves an in-depth study of structures of the human circulatory, respiratory, digestive, urinary and reproductive systems utilizing models, figures and dissection of closely related mammals, i.e., cats and cow hearts.

3 hours laboratory.

1 term – 1 semester hour.

BIO 213 – Bioethical Issues

Major topics include genetic engineering, reproductive technologies, human experimentation, euthanasia, the ethics of scientific research and decision making regarding contemporary bio-social issues. Highly recommended for anyone in the sciences.

Prerequisites: BIO 111 or equivalent and BIO 202 or equivalent.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

Days or evenings.

BIO 217 – Vertebrate Biology

A comparative look at diverse aspects of vertebrates including anatomy and adaptations for reproduction, behavior and ecology. Evolution in vertebrates is discussed in the context of phylogenetic relationships and trends among the chordates.

Prerequisites: BIO 114, L114.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

Days only.

BIO L217 – Vertebrate Biology Laboratory

Practical involvement with the principles discussed in lecture using New England vertebrates as examples. Includes both laboratory and field experiences.

3 hours laboratory.

1 term – 1 semester hour.

BIO 222 – Field Botany

A three week camping excursion, during which common tracheophytes, bryophytes, algae, and other photosynthetic organisms characteristic of various habitats in Maine will be identified. Emphasis will be on plant ecology including species interactions and habitat requirements. Vertical zonation in mountains, lakes and intertidal areas will be a point of focus. Participants will camp for one week at each of three sites: Baxter State Park, Central Maine (near Augusta), and the Friedman Field Station. Travel will be by car pool and hiking (up to ten miles per day over difficult terrain). *Sleeping Bags and Tents Required.* **Additional Fees: Camping and food est. \$400.00.** This course may be substituted for Vascular Plants course requirement.

Prerequisites: BIO 111, L111 or equivalent.

3 semester hours.

Normally offered alternate years as a late spring offering.

BIO 224 – Vascular Plants

The life histories of vascular plants are examined to describe the evolutionary forces that generate recognizable forms. Physiological and morphological adaptations are used to create an awareness of how morphology, physiology, development, genetics, ecology, and evolution interact to produce plant groups.

Prerequisites: BIO 111, L111.

3 hours lecture.

1 term – 3 semester hours.

Normally offered evenings, fall semester and days, spring semester.

BIO L224 – Vascular Plants Laboratory

The anatomy and morphology of representative members of each vascular plant group will be examined with emphasis on special features and adaptations. Some field trips to Boston area museums and gardens may be required.

3 hours laboratory.

1 term – 1 semester hour.

BIO 254 – Marine Biology

Introduction to the marine environment, its organisms and their specific adaptations. Emphasis on marine and estuarine ecology, intertidal habitats, trophic relationships, and reproduction. Human impacts on the sea; fisheries, mariculture, pollution, law of the sea.

Prerequisites: BIO 114, L114.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years as an early fall offering at the *R.S. Friedman Field Station*.

BIO L254 – Marine Biology Laboratory

Field trips to local marine environments; field and laboratory observations of marine organisms.

3 hours laboratory.

1 term – 1 semester hour.

BIO 262 – Principles of Cell Culture

The course is designed as a working laboratory experience that will allow students to learn the standard techniques associated with successful cell culture. As such, students are responsible for the maintenance, propagation, isolation, and preservation of their cells. A number of cell types and experimental manipulations of the cultures are investigated throughout the semester.

Prerequisites: BIO 111, L111 and BIO 114, L114 and CHEM 111, L111.

6 lecture/lab hours.

1 term – 4 semester hours.

Spring Semester.

BIO 273 – Biostatistics

Introduction to the application of statistical methods for the evaluation of biological problems. Sampling, confidence intervals, regression, testing hypotheses, experimental design and analysis of variance are some of the topics offered.

Prerequisites: BIO 111, L111 or equivalent.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

Days only.

BIO L273 – Biostatistics Laboratory

Deals primarily with problem solving using biological data. Experimentation in sampling random and non-random populations.

3 hours laboratory.

1 term – 1 semester hour.

Days only.

BIO 274 – Genetics

The principles of genetic variation as revealed in prokaryotes and eukaryotes. Topics include cytological and molecular basis of heredity, non-nuclear genes, determination and differentiation of sex, population gene frequencies, and mating systems.

Prerequisites: BIO 111, L111 or equivalent.

3 hours lecture.

1 term – 3 semester hours.

Fall Semester.

BIO L274 – Genetics Laboratory

Experiments designed to demonstrate those principles presented in lecture using organisms such as bacteria, molds, and *Drosophila*.

3 hours laboratory.

1 term – 1 semester hour.

BIO 285 – Microbiology

Viruses, bacteria, protozoa and some fungi are surveyed in terms of their ecology, biochemistry, taxonomy, molecular biology and control. Required option for majors.

Prerequisites: BIO 111, L111.

3 hours lecture.

1 term – 3 semester hours.

Days only.

Fall Semester.

BIO L285 – Microbiology Laboratory

Introduction to microbiological techniques and their applications in health, research and industry.

3 hours laboratory.

1 term – 1 semester hour.

BIO 304/604 – Comparative Animal Physiology

Mechanisms of physiological adaptations to environmental challenges are studied. Examples of gas exchange, osmo-regulation, fluid transport, temperature regulation, nervous control, and movement are examined in various animal forms.

Prerequisites: BIO 114, L114, BIO 202, CHEM 211, L211.

3 hours lecture.

1 term – 3 semester hours.

Spring term.

BIO L304/L604 – Comparative Animal Physiology Laboratory

Selected physiological processes and mechanisms in invertebrate and vertebrate animals are examined by observation and controlled experiments.

3 hours laboratory.

1 term – 1 semester.

BIO 315/615 – Animal Behavior

Surveys animal behavior in a range of species (birds, fish, mammals including humans) to assess similarities and differences in the behavior processes and psycho-physiological mechanisms by which individual organisms and species adapt to their environments. Topics include: sensory capacities; predator evasion; reproduction; parental care; social behavior; and biological boundaries of learning.

Prerequisites: BIO 114, 202.

1 term – 3 semester hours.

Normally offered yearly, fall term.

BIO 333/633 – Ecology

Examines biological and physical factors that limit the distribution and abundance of plants and animals. Population biology, biotic interactions, community ecology, and ecosystems are examined with both ecological models and empirical information. The thread of evolutionary theory runs through all topics discussed.

Prerequisites: BIO 114, L114 and BIO 222 or BIO 224, L224, BIO 202.

3 hours lecture.

1 term – 3 semester hours.

Days only. Fall only.

Alternates yearly between the Boston campus and early Fall offering at the Maine *R.S. Friedman Field Station* campus.

BIO L333/L633 – Ecology Laboratory

Exposure to the basic tools of experimental ecology which include field and laboratory practice of sampling techniques. Emphasis placed on experimental design, methods of data analysis, and interpretation and presentation of data with the ultimate goal of report preparation. Fieldwork is a required component.

3 hours laboratory or field work.

1 term – 1 semester hour.

Days only.

BIO 343/643 – Biodiversity and Conservation Biology

The origin, measurement, and extent of biological diversity on Earth, its practical and theoretical importance, and current trends in extinction due to human activities. Anthropogenic influences on individuals, populations, and ecosystems will be considered, as well as strategies for biological conservation on a changing planet.

Prerequisites: BIO 333 and L333.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

BIO L343/L643 – Biodiversity and Conservation Biology Laboratory

Laboratory exercises dealing with the calculation of Biodiversity in the environment, as well as with the effects of contaminants on individuals, populations, and model ecosystems. The fates of contaminants in such systems will be explored, as well as the possibility of remediation of adverse effects.

3 hours laboratory or field trips.

1 term – 1 semester hour.

Normally offered alternate years.

BIO 355 – Invertebrate Zoology

A survey of the invertebrate phyla with special emphasis on marine forms; emphasis on morphology, development and classification, phylogeny and ecology.

Prerequisite: BIO 114 or equivalent, BIO 202.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

Days only. Fall semester.

BIO L355 – Invertebrate Zoology Laboratory

Identification and classification of invertebrates; anatomy of selected representatives; embryology; field trips to local habitats.

3 hours laboratory or field trips.

1 term – 1 semester hour.

Normally offered alternate years.

Days only. Fall semester.

BIO 357 – Biology of Fishes

The evolution, systematics, anatomy, physiology and behavior of freshwater, marine and anadromous fishes from temperate to tropical environments. The interactions of fish in their environments, including predatory/prey relationships, host/symbiont interactions, and fish as herbivores.

Prerequisites: BIO 114, L114, at least junior status, and **permission of the Marine Science Coordinator**. [This is a Marine Science Consortium course and enrollment is limited.]

3 hours lecture.

1 term – 3 semester hours.

Normally offered every Spring Semester.

Evening only; off campus.

BIO 359 – Cetacean Biology and Conservation

This upper-level course examines the biology and conservation of cetaceans, whales, dolphins and porpoises. Topics include physiology, population biology, and life history analysis, molecular genetics, morphology, distributional ecology and social behavior. Early lectures focus on the biology of cetaceans and how they are adapted to the marine environment. Later lectures use case studies to review how biological principles can be applied to the conservation of a wide range of cetaceans species.

Prerequisites: BIO 114, L114, and two upper-level biology courses, and **permission of the Marine Science Coordinator**.

[This is a Marine Science Consortium course and enrollment is limited.]

3 hours lecture.

1 term – 3 semester hours.

Normally offered every Spring Semester.

Evenings only; off campus.

BIO 377/677 – Immunology

The concept of immunity, response to infection, structure of the immune system, biochemistry of immunoglobulins, antigen-antibody interactions, allergy, immunological injury, lymphocyte subpopulations and cellular immunity, tolerance, suppression and enhancement. Emphasis is on the historical and experimental approach.

Prerequisites: BIO 114, L114, 202 and CHEM 211, L211.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

Spring semester.

BIO L377/L677 – Immunology Laboratory

Anatomy of the immune system, immunoglobulin purification, production of antibodies in rabbits, hemagglutination, enzyme immunoassay. Immuno-chemistry, immunoelectrophoresis, gel precipitation assay, student analysis of animal serum preparation.

3 hours laboratory.

1 term – 1 semester hour.

BIO 385/685 – Pathogenic and Advanced Microbiology

Pathogenesis and host-parasite relationships; epidemiology and public health aspects of pathogenic microorganisms are stressed; molecular biology, applied and industrial microbiology. Current literature reviews.

Prerequisites: BIO 285, L285, BIO 202.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

BIO L385/L685 – Pathogenic and Advanced Microbiology Laboratory

Laboratory. Isolation, titration and cultivation of micro-organisms, advanced general and applied microbiology and molecular biology. Experience in media, chemical and culture preparations. Independent project required.

3 hours laboratory.

1 term – 1 semester hour.

BIO 403/703 – Cell Biology

The study of the cell approached through examination of biochemical mechanisms, the relationship between the structure and function of biological molecules and organelles, and the regulation of normal and diseased cells.

Prerequisites: BIO 114, L114, BIO 202, and CHEM 211, L211.

3 hours lecture.

1 term – 3 semester hours.

BIO L403/L703 – Cell Biology Laboratory

Examination of biological molecules and their role in cell function. Techniques used in these examinations will include enzymatic analyses, gel electrophoresis, immunologic identification, chromatography, and spectroscopy. Students are expected to develop proficiency in the laboratory techniques used, to analyze their results in a quantitative manner, and to present their findings.

3 hours laboratory.

1 term – 1 semester hour.

BIO 409 – Biology Seminar

A seminar required of all biology majors as seniors. Library search of the scientific literature, at least one formal presentation and a term paper on a biological topic are required.

Prerequisites: Senior status and BIO 202.

1 hour seminar.

1 term – 1 semester hour.

Both terms.

BIO 474/774 – Molecular Genetics

Introduction to molecular genetics. Topics include genetic fine structure and function at the molecular level; transcription, translation and their control in prokaryotes and eukaryotes; recombinant DNA; PCR; RFLP; transposable elements, genetic engineering of plants, oncogenes; AIDS; and The Human Genome Project.

Prerequisites: BIO 202, 274, L274, and CHEM 211, L211.

3 hours lecture.

1 term – 3 semester hours.

Normally alternate years.

Spring semester.

BIO L474/L774 – Molecular Genetics Laboratory

A series of exercises to introduce the techniques of recombinant DNA including: vector cloning, restriction endonuclease analysis, transformation of *E. coli* with recombinant DNA, biological analysis of recombinant plasmids, Southern Blot, PCR, sizing DNA fragments.

3 hour laboratory.

1 term – 1 semester hour.

BIO 475 – Developmental Biology

An examination of the molecular, cellular, biochemical and environmental mechanisms that regulate the developmental processes in organisms with an emphasis on vertebrates. Topics include the processes of differentiation, determination, tissue induction and morphogenesis.

Prerequisites: BIO 114, L114, 202 and CHEM 211, L211.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

Spring semester.

BIO L475 – Developmental Biology Laboratory

Laboratory includes the classic sequential study of developmental stages in the frog, pig and chicken using prepared slides. It also includes techniques currently used in the study of development.

3 hours laboratory.

1 term – 1 semester hour.

BIO 599 – Directed Study

Student projects may be initiated by a student or faculty member with the approval of the Chairperson. A written proposal which must have majority approval of the Biology Faculty is required **prior to enrolling**. A paper and oral report are required.

Only ONE directed study may be used toward biology electives.

Prerequisites: Advanced Biology standing, instructor's consent, approval of a majority of the Biology Faculty and signature of the Department Chairperson.

1 term – 1-4 semester hours.

Also: Consult the Biology Department offerings listed under Science.

BLACK STUDIES

No major available.

Director: Robert A. Bellinger

Minor in Black Studies

Black Studies is a course of study that is interdisciplinary; it includes history, the social sciences, and the humanities and is capable of incorporating any other discipline. It is also international and therefore allows for the study of Black history and culture not only in Africa or the United States, but throughout the African Diaspora in all parts of the world. As such it is completely inclusive of the Black experience.

The minor program provides students with the opportunity to critically examine the black experience in relationship to both historical and contemporary issues that have shaped and continue to shape the various communities they are a part of: neighborhoods, cities, states, nations and the world.

Curriculum

Requirements for a minor are satisfied by successfully completing a total of 18 semester hours of course work in Black Studies. (For course descriptions, please refer to the appropriate departments of this catalog.)

Required Core Component

6 Semester Hours

All students must take:

*Black Studies 100 Introduction to Black Studies

and one of the following:

HST 271 African-American History 1619-1860
HST 272 African-American History since 1860

Designated Course Component

12 Semester Hours

No more than two courses may be taken from any one department.

ENG 357 Afro-American Literature
ENG 358 Selected African-American Authors

GOV 383 African Politics

HST 261 African History to 1800
HST 262 Modern African History Since 1800
HST 263 Race and Politics in South Africa
HST 271 African-American History, 1619-1860
HST 272 African-American History Since 1860
HST 330 The History and Culture of Senegal
HST 394 Slavery
HST 396 The African Diaspora

Related Courses

Related courses are those that include the study of the Black experience as a significant part of the course though not the primary focus. Students may count one related course towards their minor requirements, with permission of the Director. Examples of related classes are:

GOV 348 Law, Race and Gender
GOV 467 Comparative Social Movements
HST 325 Exploration, Colonization and Imperialism
HST 395 Race and Ethnicity in American History
SOC 227 Race in American Society

See the Director of the Program to see if a class can count as a related class.

Special Topics

Directed Studies and Research Projects are also available through individual departments for students who want to include individual specialized research in the minor.

Study Abroad

Students may complete some of the requirements for the Black Studies Minor while doing study abroad. Arrangements for this should be made with the Director of the Black Studies program.

Information/Advising

Students wishing to minor in Black Studies should see the Director of the Black Studies program and choose an advisor from the Black Studies committee.

Black Studies Committee

Director: Robert A. Bellinger, *History*; Judy Benson, *Enrollment and Retention*; Marilyn Jurich, *English*; Joseph McCarthy, *Education*; Marjorie Salvodon, *Humanities*.

Black Studies Courses

BLKST 100 – Introduction to Black Studies

An interdisciplinary introduction to the basic concepts and literature in the disciplines covered by Black Studies. It includes History, Philosophy, Psychology and other disciplines, as well as a conceptual framework for the investigation and analysis of Black history and culture. The course will also incorporate an introduction to basic research methods including library use, project development, bibliography development and writing research papers.

1 term – 3 semester hours.

Normally offered every other spring.

BLKST 500 – Directed Studies in Black Studies

By special arrangement faculty in Black Studies will schedule seminars or individual discussion sessions with students interested in directed reading and research. Open to juniors and seniors with the permission of the instructor.

1 term – 3 semester hours.

Offered every semester.

CHEMISTRY

Department of Chemistry

Professors: Lewis (Chairperson), Good, Miliora, Patterson, Richmond, Ronayne

Assistant Professor: Hamm

Instructor: Ciuryla

Lecturers: Calias, Dixon, Hayes

The Department of Chemistry offers four major degree programs leading to a B.S. or B.A. in either **CHEMISTRY** or **BIOCHEMISTRY**. Students who elect chemistry as their area of concentration may choose to follow the Chemistry program or the interdisciplinary programs in Chemistry/Computer Science, Chemistry/Secondary Education, Chemistry/General Business minor, or Biochemistry. Since the recommended course of study for the freshman year is similar for all of the programs, decisions regarding specific curricular options can be postponed at least until the sophomore year. Nevertheless, students are urged to consult with the Chemistry Department Chairperson as early as possible to discuss their professional objectives and options.

To earn a bachelor's degree in Chemistry or Biochemistry requires the satisfactory completion of (1) prescribed core courses in the major and related areas, (2) the liberal arts requirements for the B.S. or B.A. degree common to all undergraduates in the College of Arts and Sciences, (3) complementary electives in the major and related areas, and (4) free electives.

Many of the courses required for the Chemistry programs are not offered every year in the Evening Division. Evening students may avoid unnecessary delays in completing the degree requirements by prior consultation with the Chemistry Department Chairperson. Only a limited major in Biochemistry is available in the Evening Division.

Transfer students wishing to major in Chemistry or Biochemistry must successfully complete a minimum of 12 semester hours in the major at Suffolk University.

Students majoring in chemistry and planning to spend a semester abroad should consult carefully with their faculty advisors and be aware that their degree completion may be delayed.

The programs leading to the B.S. or B.A. degree in Chemistry, Chemistry/Education, and Biochemistry are approved by the Committee on Professional Training of the American Chemical Society.

Chemistry Minor Requirements

Chemistry: CHEM 111, 112, L111, L112 (General Chemistry I, II and labs); then CHEM 211, 212, L211, L212 (Organic Chemistry I, II and labs), followed by two courses and their labs from the following list: CHEM 314, L314 (Instrumental Analysis and lab), CHEM 331, 332, L331, L332 (Biochemistry and lab), CHEM 355, L355 (Environmental Chemistry and lab), CHEM 411, L411 (Physical Chemistry and lab).

Curricula in Chemistry

Chemistry Program

The curricula for the B.S. and B.A. degrees in Chemistry satisfy the requirements for certification by the American Chemical Society. This program is recommended for those planning research careers and/or graduate study in chemistry.

In accordance with the guidelines established by the American Chemical Society it is recommended that Chemistry majors study a foreign language.

Individualized programs of study appropriate to students' interests and specialized career objectives may be designed. Careers which may be pursued with a degree in chemistry, some of which may require graduate study, include science writing, environmental science, forensic chemistry, information and computer sciences, chemical business, and patent law.

College of Arts and Sciences

Core Requirements

CHEM 111, 112, L111, L112, 211, 212, L211, L212, 313, 314, L314, 331, 411, 412, L411, L412, 423, 425 or 426, L426, 428, 429, or L428, L429

CMPSC 121 or 131

MATH 161, 162, 261, 262

PHYS 151, 152, L151, L152

The recommended course sequence leading to the B.S. degree is as follows:

| Freshman Year | Semester Hours |
|-----------------------------------|----------------|
| CHEM 111, 112, L111, L112 | 8 |
| CMPSC 121 or 131 | 3 |
| MATH 161, 162 | 6 |
| ENG 101, 102 | 6 |
| Freshman Integrated Studies | 6 |
| | 29 |

| Sophomore Year | Semester Hours |
|---------------------------------|----------------|
| CHEM 211, 212, L211, L212 | 8 |
| PHYS 151, 152, L151, L152 | 8 |
| Second Year English | 6 |
| CJN 103/Ethics | 6 |
| Elective | 3 |
| | 31 |

| Junior Year | Semester Hours |
|----------------------------------|----------------|
| CHEM 313 | 1 |
| CHEM 314, L314 | 4 |
| CHEM 411, 412, L411, L412 | 8 |
| CHEM 331 | 3 |
| MATH 261, 262 | 6 |
| Humanities Requirement | 3 |
| Social Science Requirement | 3 |
| Elective | 3 |
| | 31 |

| Senior Year | Semester Hours |
|---|----------------|
| CHEM 423 | 3 |
| CHEM 425 or 426, L426 | 4 |
| CHEM 428, 429 or L428, L429 | 2 |
| Advanced Chemistry Elective | 3 |
| Advanced Chemistry Lab (May be taken Junior or Senior Year) | 1 |
| Humanities Requirement | 6 |
| Social Science Requirement | 6 |
| Free Electives | 6 |
| | 31 |

Students choosing an A.B. degree should consult their advisors regarding additional degree requirements.

Chemistry/Computer Science

The Chemistry/Computer Science program adds an integral interdisciplinary dimension to the undergraduate study of chemistry. Reflecting the increasing importance of computer science expertise in technological endeavors, the program should provide expanded career opportunities for Chemistry majors whether their goal is graduate study or immediate employment.

Program Requirements

Core requirements in Chemistry, Computer Science, Mathematics and Physics. In addition, CMPSC 132, 253 (or ECE 251), 265 and six more hours of Computer Science electives or Computer Engineering approved by the Department of Chemistry.

The recommended course sequence leading to the B.S. degree is outlined as follows:

| Freshman Year | Semester Hours |
|-----------------------------------|----------------|
| CHEM 111, 112, L111, L112 | 8 |
| CMPSC 131 | 3 |
| MATH 161, 162 | 6 |
| ENG 101, 102 | 6 |
| Freshman Integrated Studies | 6 |
| | 29 |

| Sophomore Year | Semester Hours |
|---------------------------------|----------------|
| CHEM 211, 212, L211, L212 | 8 |
| CMPSC 132 | 3 |
| PHYS 151, 152, L151, L152 | 8 |
| Second Year English | 6 |
| CJN 103/Ethics | 6 |
| | 31 |

| Junior Year | Semester Hours |
|----------------------------------|----------------|
| CHEM 313 | 1 |
| CHEM 314, L314 | 4 |
| CHEM 411, 412, L411, L412 | 8 |
| CMPSC 253 | 3 |
| Computer Science Elective | 3 |
| MATH 261, 262 | 6 |
| Humanities Requirement | 3 |
| Social Science Requirement | 3 |
| | 31 |

| Senior Year | Semester Hours |
|-----------------------------------|----------------|
| CHEM 423 | 3 |
| CHEM 425 or 426 | 3 |
| CHEM 428, 429 or L428, L429 | 2 |
| CMPSC 265 | 3 |
| Computer Science Elective | 3 |
| Humanities Requirement | 6 |
| Social Science Requirement | 6 |
| Electives | 6 |
| | 32 |

Chemistry/General Business Minor

The program in Chemistry/General Business Minor combines training in chemistry with a general business minor in the Sawyer School of Management. It is intended for those students who wish varying career choices in industry or wish to ultimately enter an M.B.A. program. Since the business component is included without compromising the requisite professional preparation in chemistry, students are not limited in their choice of graduate study.

Program Requirements

Core requirements in Chemistry, Computer Science, Mathematics and Physics with the exception of CHEM 423 and 425 and MATH 262. In addition the General Business Studies minor as specified by the Sawyer School of Management.

The recommended course sequence leading to the B.S. degree is outlined as follows:

| Freshman Year | Semester Hours |
|-----------------------------------|----------------|
| CHEM 111, 112, L111, L112 | 8 |
| CMPSC 110 or 121 | 3 |
| MATH 161-162 | 6 |
| ENG 101-102 | 6 |
| Freshman Integrated Studies | 6 |
| | 29 |

| Sophomore Year | Semester Hours |
|---------------------------------|----------------|
| CHEM 211, 212, L211, L212 | 8 |
| STATS 250 | 3 |
| PHYS 151, 152, L151, L152 | 8 |
| Second Year English | 6 |
| CJN 103 | 3 |
| Ethics | 3 |
| | 31 |

| Junior Year | Semester Hours |
|---------------------------------|----------------|
| CHEM 313 | 1 |
| CHEM 314, L314 | 4 |
| CHEM 411, 412, L411, L412 | 8 |
| MATH 261 | 3 |
| ACCT 201 | 3 |
| EC 101*, 102 | 6 |
| SOM 101 | 3 |
| Humanities Requirement | 3 |
| | 31 |

| Senior Year | Semester Hours |
|-----------------------------------|----------------|
| CHEM 428, 429 or L428, L429 | 2 |
| Elective | 3 |
| CIS 310 | 3 |
| Humanities Requirement | 6 |
| Social Science Requirement | 6 |
| Chemistry Elective | 3 |
| SSOM Minor options** | 9 |
| | 32 |

*May be used in partial fulfillment of the Social Science Option.

**SSOM Minor options are to be chosen from the following list (substitution requires prior approval from the academic advisor): MGT 201, ACCT 202, BLW 214, FIN 310, MKT 310, MGT 317, MGT 320, IBMK 321.

Chemistry/Education Program

In accordance with the guidelines of the American Chemical Society, the Chemistry-Education program includes a broadbased experience in the physical and biological sciences as well as in the major areas of chemistry: inorganic, organic, analytical, physical, and biochemistry. An individual completing this program in Chemistry/Education qualifies for Initial Licensure as a secondary teacher of chemistry in the Commonwealth of Massachusetts and for Certification by the American Chemical Society.

Program Requirements

| |
|--|
| CHEM 111, 112, L111, L112, 211, 212, L211, L212, 331, L331, 313, 314, L314, 411, 412, L411, L412, 428, 429 |
| BIO 111, L111, 114, L114 |
| MATH 161, 162 |
| CMPSC 110 or 121 |
| PHYS 151, 152, L151, L152 |
| EHS 500, 502, 503, 508, 512, 514, 516 |

The recommended course sequence leading to the B.S. degree is outlined as follows:

| Freshman Year | Semester Hours |
|-----------------------------------|----------------|
| CHEM 111, 112, L111, L112 | 8 |
| BIO 111, L111 | 4 |
| MATH 161, 162 | 6 |
| ENG 101, 102 | 6 |
| Freshman Integrated Studies | 6 |
| CMPSC 110 | 3 |
| | 33 |

| Sophomore Year | Semester Hours |
|---------------------------------|----------------|
| CHEM 211, 212, L211, 212 | 8 |
| BIO 114, L114 | 4 |
| PHYS 151, 152, L151, L152 | 8 |
| Second Year English | 6 |
| CJN 103 | 3 |
| Ethics | 3 |
| | 32 |

College of Arts and Sciences

| Junior Year | Semester Hours |
|---|----------------|
| CHEM 411, 412, L411, L412 | 8 |
| CHEM 314, L314 | 4 |
| CHEM 313 | 1 |
| Humanities Requirement or Language (B.A.) | 6 |
| EHS 509 | 3 |
| EHS 507 | 3 |
| EHS 503 (Soc. Sci. Requirement) | 3 |
| EHS 504 (Soc. Sci. Requirement) | 3 |
| | 31 |

| Senior Year | Semester Hours |
|----------------------------------|----------------|
| CHEM 331, L331 | 4 |
| Social Science Requirement | 3 |
| Humanities Requirement | 3 |
| EHS 505, 506 | 6 |
| EHS 511 (Practicum) | 6 |
| CHEM 428, 429 | 2 |
| CHEM 426, L426** | 4 |
| | 29 |

Curriculum In Biochemistry

Biochemistry Program

The program in Biochemistry is based on curriculum interaction between the disciplines of Chemistry and Biology. Since the areas of concentration are broadened and well-integrated, several career options are possible upon successful completion of the program. It is recommended particularly for those planning careers in allied health areas, including clinical chemistry, graduate study in biochemistry, pharmacology or toxicology, and pre-professional study for medicine or dentistry.

The Curricula for the B.S. and B.A. degrees in Biochemistry satisfy the requirements for Certification by the American Chemical Society.

Core Requirements

CHEM 111, 112, L111, L112, 211, 212, L211, L212, 313, 314, L314, 331, 332, L331, L332, 433, 428 or 429, L429
 BIO 111, L111 114, L114, and two of the following: 274, L274; 285, L285; 377, L377; 403, L403; 474, L474
 CMPSC 121, 131, or 110
 MATH 161, 162
 PHYS 151, 152, L151, L152

The recommended course sequence leading to the B.S. degree is outlined as follows:

| Freshman Year | Semester Hours |
|-----------------------------------|----------------|
| CHEM 111, 112, L111, L112 | 8 |
| BIO 111, L111, 114, L114 | 8 |
| MATH 161, 162 | 6 |
| ENG 101, 102 | 6 |
| Freshman Integrated Studies | 6 |
| | 34 |

| Sophomore Year | Semester Hours |
|---------------------------------|----------------|
| CHEM 211, 212, L211, L212 | 8 |
| CMPSC 121, 131, or 110 | 3 |
| PHYS 151, 152, L151, L152 | 8 |
| Second Year English | 6 |
| CJN 103/Ethics | 6 |
| | 31 |

| Junior Year | Semester Hours |
|----------------------------------|----------------|
| CHEM 313 | 1 |
| CHEM 314, L314 | 4 |
| CHEM 331, 332, L331, L332 | 8 |
| Biology Electives* | 8 |
| Humanities Requirement | 3 |
| Social Science Requirement | 3 |
| Elective | 3 |
| | 30 |

| Senior Year | Semester Hours. |
|-----------------------------------|-----------------|
| CHEM 411, 412, L411, L412 | 8 |
| CHEM 428, 429 or L428, L429 | 2 |
| CHEM 433 | 3 |
| Humanities Requirement | 6 |
| Social Science Requirement | 6 |
| Electives** | 6 |
| | 31 |

*Must be chosen from the following: BIO 274, L274; 285, L285; 377, L377; 403, L403; 474, L474.

**CHEM 426, L426 required for those students seeking American Chemical Society Certification.

Biochemistry/Forensic Science Concentration

To meet the demand for qualified forensic scientists, Suffolk University offers a concentration in Forensic Science as part of its well-established degree in Biochemistry. Students electing the concentration in Forensic Science will receive a degree in Biochemistry with a specialization in Forensic Science. Students who successfully complete the Forensic Science program will be qualified for employment in accredited crime laboratories. They may also pursue graduate studies in Forensic Science and related fields. Because they will have also completed degree requirements for the Biochemistry major, they will be qualified for employment in biotechnology and health sciences laboratories, or to pursue further studies in biochemistry or health sciences.

Organizational Affiliation: Boston Police Crime Laboratory

Program Requirements

Forensic Science students complete all course requirements for the degree in biochemistry including the basic biochemistry course, molecular biology, and an intensive laboratory including techniques in DNA science.

Related electives include genetics, biostatistics, criminalistics, and a criminalistics practicum. The practicum involves participation in government crime labs or biomedical laboratories and is limited to students approved by the Forensic Science Committee.

The recommended course sequence leading to the B.S. degree is outlined as follows:

| Freshman Year | Semester Hours |
|----------------------------------|----------------|
| CHEM 111, 112, L111, L112..... | 8 |
| MATH 161, 162..... | 6 |
| ENG 101, 102..... | 6 |
| Freshman Integrated Studies..... | 6 |
| BIO 111, L111, 114, L114..... | 8 |
| | 34 |

| Sophomore Year | Semester Hours |
|--------------------------------|----------------|
| CHEM 211, 212, L211, L212..... | 8 |
| PHYS 151, 152, L151, L152..... | 8 |
| ENG 213..... | 3 |
| ENG Option..... | 3 |
| CJN 103..... | 3 |
| CMPS 121 or 101..... | 3 |
| CHEM 313..... | 1 |
| Ethics..... | 3 |
| | 32 |

| Junior Year | Semester Hours |
|---------------------------------|----------------|
| CHEM 331, 332, L331, L332..... | 10 |
| BIO 273, 274, L273*, L274*..... | 8 |
| CHEM 314, L314..... | 4 |
| FS 303, L303..... | 4 |
| Humanities Option..... | 3 |
| Soc. Sci. Option..... | 3 |
| | 32 |

| Senior Year | Semester Hours |
|---|----------------|
| CHEM 411, 412, L411, L412..... | 8 |
| CHEM 433..... | 3 |
| Humanities Option..... | 6 |
| Soc. Sci. Option..... | 6 |
| <i>Criminalistics practicum or elective**</i> | 6 |
| | 29 |

Courses additional to Biochemistry requirements are *italicized*.

*Options as science electives in Biochemistry program.

**Participation in government crime labs is subject to requirements of those laboratories and will be open only to those students approved by the Forensic Science Committee; students wishing to major in this program should consult the Committee Chair early in the program.

Chemistry Courses

Chemistry courses must be taken simultaneously with their respective laboratories unless otherwise noted or waived by the Chemistry Department Chairperson. This does not apply if the laboratory has previously been completed satisfactorily.

CHEM 101 – Chemical Concepts, Contemporary Issues I

Principles of chemistry with illustrations from everyday life. Basic chemical concepts are used to decode consumer product labels and form a basis for understanding contemporary issues. Specifically designed to satisfy the Science requirement when taken with CHEM 102, L101, L102. May not be used by science majors for science credit.

3 hours lecture.

1 term – 3 semester hours.

CHEM L101 – Chemical Concepts, Contemporary Issues Laboratory I

The principles of chemistry and its applications demonstrated through experimentation. Experiments may include field testing and analysis of ocean and river water, and testing of consumer products. Concurrent enrollment in CHEM 101 required. May not be used by science majors for science credit.

2-hour laboratory.

1 term – 1 semester hour.

CHEM 102 – Chemical Concepts, Contemporary Issues II

A continuation of CHEM 101, including topics in organic chemistry, biochemistry, polymer chemistry, ecology, air and water pollution, food and food additives, and pharmaceuticals. Basic chemical concepts are used to decode consumer product labels and form a basis for understanding contemporary issues. Specifically designed to satisfy the Science requirement when taken with CHEM 101, L101, L102. May not be used by science majors for science credit.

Prerequisite: CHEM 101.

3 hours lecture.

1 term – 3 semester hours.

CHEM L102 – Chemical Concepts, Contemporary Issues Laboratory II

A continuation of CHEM L101. Experiments may include making plastics and drug products, analyzing food products, and crime lab analysis procedures. Concurrent enrollment in CHEM 102 required. May not be used by science majors for science credit.

2-hour laboratory.

1 term – 1 semester hour.

CHEM 111 – General Chemistry I

Fundamental principles of chemistry are discussed. Topics include introductions to atomic structure, stoichiometry, periodic table, gas laws, nature of chemical bonds, and thermochemistry.

Prerequisite: High school chemistry or CHEM 101.

3 hours lecture.

1 term – 3 semester hours.

Normally offered yearly.

CHEM 112 – General Chemistry II

Continuation of the discussion of the fundamental principles of chemistry. Topics include introductions to solutions, kinetics, equilibrium, acid-base systems, thermodynamics, and electrochemistry.

Prerequisite: Satisfactory completion of CHEM 111.

3 hours lecture.

1 term – 3 semester hours.

Normally offered yearly.

CHEM L111 – General and Analytical Chemistry Laboratory I

The basic principles of chemistry illustrated through laboratory investigation. Qualitative analysis is emphasized.

4-hour laboratory.

Concurrent enrollment in CHEM 111 required.

1 term – 1 semester hour.

Normally offered yearly.

CHEM L112 – General and Analytical Chemistry Laboratory II

Continuation of the illustration of the basic principles of chemistry through laboratory investigation. Quantitative analysis, particularly volumetric analysis, is emphasized.

Concurrent enrollment in CHEM 112 required.

4-hour laboratory.

1 term – 1 semester hour.

Normally offered yearly.

CHEM 211 – Organic Chemistry I

The essential chemistry of functional groups and basic theories as applied to the study of organic compounds. Fundamental aspects of bonding and structure; correlation of chemical reactivity and molecular structure; reaction mechanisms; stereochemistry; organic synthesis; and spectroscopy.

Prerequisite: CHEM 112.

3 hours lecture.

1 term – 3 semester hours.

Normally offered yearly, days and evenings.

CHEM 212 – Organic Chemistry II

Continuation of CHEM 211.

Prerequisite: CHEM 211.

3 hours lecture.

1 term – 3 semester hours.

Normally offered yearly, days and evenings.

CHEM L211 – Organic Chemistry Laboratory I

Laboratory exercises consisting of techniques of separation and purification including chromatographic and spectroscopic methods; synthesis; and reactivity studies.

Prerequisite: CHEM L112.

4-hour laboratory.

1 term – 1 semester hour.

Normally offered yearly, days and evenings.

CHEM L212 – Organic Chemistry Laboratory II

Continuation of CHEM L211.

Prerequisite: CHEM 211, L211.

4-hour laboratory.

1 term – 1 semester hour.

Normally offered yearly, days and evenings.

CHEM 313 – Chemical Literature

A thorough introduction to the chemical literature, including online searches and internet resources; practice in searching the literature; writing and presenting a scientific paper.

Prerequisite: CHEM 212 or Instructor's permission.

1 hour lecture-discussion.

1 term – 1 semester hour.

Normally offered yearly, days or evenings.

CHEM 314 – Instrumental Analysis

Theory and application of analytical instruments: ultraviolet, visible, fluorescence, atomic, and emission spectroscopy; chromatographic methods; electrochemical measurements; computer applications.

Prerequisite: CHEM 112; CHEM L314

must be taken concurrently.

3 hours lecture.

1 term – 3 semester hours.

Normally offered yearly, days or evenings.

CHEM L314 – Instrumental Analysis Laboratory

Laboratory experiments in chemical analysis using instrumental techniques. Data collection and evaluation includes computer-based methods. Reports are prepared in professional style.

Prerequisite: CHEM L112; CHEM 314 must be taken concurrently.

4-hour laboratory.

1 term – 1 semester hour.

Normally offered yearly, days or evenings.

CHEM 331 – Biochemistry I

Foundations of biochemistry, including structures and chemistry of amino acids, peptides, proteins, carbohydrates, lipids and nucleic acids. Introduction to enzyme structure, kinetics, and control of enzyme activity. It is highly recommended that students in this course be familiar with the basic principles of Biology.

Prerequisite: CHEM 212 or instructor's consent.

3 hour lecture.

1 term – 3 semester hours.

Normally offered yearly.

CHEM 332 – Biochemistry II

Principles of bioenergetics and metabolism of biological compounds. Intermediary metabolism of carbohydrates, lipids, amino acids and nucleic acids. Integration and regulation of metabolism.

Prerequisite: CHEM 331.

3 hour lecture.

3 semester hours.

Normally offered yearly.

CHEM L331 – Biochemistry Laboratory I

Introduction to biochemical techniques emphasizing instrumentation and methods of biochemical experimentation. Exercises designed to introduce techniques of chromatography, electrophoresis, cell fractionation, and spectrophotometry as used in biochemistry laboratory. Topics may include peptide identification, enzyme purification and enzyme kinetics.

Requires concurrent enrollment in CHEM 331.

5-hour laboratory.

1 term – 2 semester hours.

Normally offered yearly.

CHEM L332 – Biochemistry Laboratory II

Biochemical techniques emphasizing instrumentation and methods of biochemical experimentation. Techniques of chromatography, electrophoresis, cell fractionation, and spectrophotometry are adapted to exercises that may include experiments in intermediary metabolism, bioenergetics, and DNA characterization.

Prerequisites: CHEM 331 and L331.

Requires concurrent enrollment in CHEM 332.

5-hour laboratory.

1 term – 2 semester hours.

Normally offered yearly.

CHEM 355 – Environmental Chemistry

A study of the chemical processes (including biologically mediated ones) that affect the cycling and ultimate fate of chemicals in the environment. Topics include air, water, and soil chemistry. The effects of pollutant loads on natural systems and the remediation and treatment methods used to minimize pollutant loads are investigated.

Prerequisite: CHEM 112.

3 hour lecture.

1 term – 3 semester hours.

CHEM L355 – Environmental Chemistry Laboratory

Laboratory exercises to illustrate principles covered by topics in CHEM 355.

Prerequisite: CHEM 355 (concurrent).

4-hour laboratory.

1 term – 1 semester hour.

CHEM 390 – Advanced Organic Chemistry

Expands on CHEM 212 to include topics which provide an overview perspective of organic chemistry. These include structure-reactivity relationships and a classification for mechanistic pathways. In addition, topics are chosen which reflect students' interest, for example, polymer chemistry, biological chemistry, etc.

Prerequisite: CHEM 212.

3 hour lecture.

1 term – 3 semester hours.

Offered occasionally.

CHEM 411 – Physical Chemistry I

Principles of thermodynamics and its general applications to physical and chemical change; introduction to the kinetic theory of gases and concepts of statistical mechanics. 3 hours lecture.

Prerequisite: CHEM 112, MATH 162, PHYS 152.

3 hour lecture.

1 term – 3 semester hours.

Normally offered yearly, days.

CHEM 412 – Physical Chemistry II

Applications of thermodynamics to chemical equilibrium and electrochemistry; chemical kinetics; and introductory quantum chemistry.

Prerequisite: CHEM 411.

3 hours lecture.

1 term – 3 semester hours.

Normally offered yearly, days.

CHEM L411 – Physical Chemistry Laboratory I

Laboratory exercises covering classical experiments in thermodynamic and instrumental measurements including calorimetry, thermometry and phase equilibrium.

Concurrent enrollment in CHEM 411 required.

4-hour laboratory.

1 term – 1 semester hour.

Normally offered yearly, days.

CHEM L412 – Physical Chemistry Laboratory II

Laboratory exercises covering modern experiments in thermodynamic and instrumental measurements including kinetics; electrochemistry; IR, visible and magnetic spectroscopy.

Concurrent enrollment in CHEM 412 required.

4-hour laboratory.

1 term – 1 semester hour.

Normally offered yearly, days.

CHEM 423 – Advanced Physical Chemistry

Quantum chemistry and its applications to molecular bonding and spectroscopy.

Prerequisite: CHEM 412.

3 hours lecture.

1 term – 3 semester hours.

Normally offered yearly, days or evenings.

CHEM 425 – Advanced Inorganic Chemistry

Introduction to the concepts and chemical systems of inorganic chemistry including the periodic properties, molecular structure and bonding, inorganic crystals and descriptive chemistry of the non-transition elements.

Prerequisites: CHEM 212, 412.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

CHEM 426 – Transition Metal Chemistry

Chemistry of transition metal complexes. Topics may include bonding theories, stereochemistry, preparation of complexes, complex ion stability, kinetics and mechanisms of reactions of complexes, and spectroscopy.

Prerequisites: CHEM 212, 412.

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

CHEM L426 – Transition Metal Chemistry Laboratory

Synthesis and properties of transition metal complexes. Properties investigated may include conductivity, magnetic moments, optical rotation, optical and NMR spectra, rate of reaction, and stability of complexes.

Prior or concurrent enrollment in CHEM 426 required.

4-hour laboratory.

1 term – 1 semester hour.

Normally offered alternate years.

CHEM 427 – Special Topics in Chemistry

Advanced study of a special topic in chemistry, by arrangement with the chemistry faculty.

Prerequisite: Instructor's permission.

1 – 3 semester hours.

CHEM 428 – Research and Seminar I

Independent study under the direct supervision of the chemistry faculty. Students are required to attend departmental seminars and submit an oral and written research proposal for review by the chemistry faculty.

Prerequisite: CHEM 313.

1 – 3 semester hours.

Normally offered yearly.

CHEM L428 – Research and Seminar I

Laboratory research conducted as an independent study under the direct supervision of the Chemistry faculty with the Chairperson's permission, research internships at off-campus facilities are an option. Students are required to attend departmental seminars and submit an oral and written research proposal for review by the Chemistry faculty.

Prerequisite: CHEM 313.

1 – 3 semester hours.

Normally offered yearly.

CHEM 429 – Research and Seminar II

Independent study under the direct supervision of the Chemistry Department faculty. Students are required to attend departmental seminars, present a seminar, and submit a written report on their investigation.

Prerequisite: CHEM 313.

1– 3 semester hours.

Normally offered yearly, days only.

CHEM L429 – Research and Seminar II

Laboratory research conducted as an independent study under the direct supervision of the Chemistry faculty with the Chairperson's permission, research internships at off-campus facilities are an option. Students are required to attend departmental seminars and submit a written report on their investigation.

Prerequisite: CHEM 313.

1 – 3 semester hours.

Normally offered yearly.

CHEM 433 – Advanced Biochemistry

Advanced topics in biochemistry and molecular biology presented in a lecture-seminar format.

Prerequisites: CHEM 332, L332.

3 hours lecture.

1 term – 3 semester hours.

Normally offered yearly, days only.

CHEM 531 – Special Topics in Organic Chemistry

Advanced study of special topics in organic chemistry. Topics will vary and may include pharmaceutical chemistry, polymer chemistry, or compounds of environmental importance.

Prerequisite: Instructor's permission.

3 hour lecture.

3 semester hours.

Offered occasionally.

CHEM 553 – Introduction to Toxicology

The study of toxic actions of chemicals on biological systems, with discussion of general principles, methodology and selected topics. Topics may include environmental and occupational pollutants, pesticides, carcinogenesis, teratogenesis and forensic toxicology.

Prerequisites: CHEM 212 and BIO 111

(CHEM 332 and BIO 403 strongly recommended).

3 hours lecture.

1 term – 3 semester hours.

Normally offered alternate years.

COMMUNICATION AND JOURNALISM

Department of Communication and Journalism

Professors: Boone, Peary

Associate Professors: Bekken, Carragee, Geisler, Karns, Preiss, Rosenthal (Dept. Chair)

Assistant Professors: Huntemann, McKenna, Secci

Lecturers: Archard, Baciagalupo, Buck, Butterfield, Carter, Comeau, Crotty, Cunningham, Farrell, Fuller, Greeley, Hegarty, Kimmel, Kirchener, Kulas, Leone, Maffioli, Malionek, Marko, Martin, McCormick, Nowak, Sears, Sodano, St. Amand, Tucci, Vining, Wierzbicki, Wolcott

Requirements for the Major

Students must complete the requirements of a concentration in the Department of Communication and Journalism in one of the following areas: Advertising, Communication Studies, Film Studies, Interpersonal and Organizational Communication, Media Print Journalism, Public Policy Communication, and Public Relations.

Requirements for the Minor

All students must complete 18 semester hours of course work including four courses from one of the concentrations listed below and two electives.

Areas of Concentration

Concentration in Advertising

(36 hours/12 courses)

Required Courses 9

| | |
|---------|------------------------------------|
| CJN 214 | Professional Writing |
| CJN 257 | Advertising |
| CJN 277 | Public Relations |
| CJN 297 | New Media and Markets |
| CJN 347 | Media Planning |
| CJN 359 | Ad Copy |
| CJN 405 | Communication Theory |
| CJN 437 | Advertising Campaigns |
| CJN 457 | Integrated Marketing Communication |

Select 3 additional courses from departmental offerings at the 200 level or above.

Concentration in Media

(36 hours/12 courses)

Required Courses 7

| | |
|---------|------------------------------------|
| CJN 255 | Introduction to Mass Communication |
| CJN 287 | Media Criticism |
| CJN 315 | Media Writing |
| CJN 355 | Media Production |
| CJN 400 | Media Effects and Uses |
| CJN 405 | Communication Theory |
| CJN 410 | Producing |

Select 5 additional courses from departmental offerings at the 200 level or above.

Concentration in Communication Studies

(36 hours/12 courses)

Required Courses 3

| | |
|---------|------------------------------------|
| CJN 275 | Advanced Public Speaking OR |
| CJN 235 | Argument and Advocacy |
| CJN 214 | Professional Writing OR |
| CJN 315 | Media Writing |
| CJN 405 | Communication Theory |

Select 9 additional courses from departmental offerings. Courses must be approved by a departmental advisor prior to completion of 90 semester hours toward graduation. At least 6 of these courses must be at the 300 level or above. No more than 3 of the courses may be from any one concentration area within the department.

Concentration in Film Studies

(36 hours/12 courses)

Required Courses 7

| | |
|---------|----------------------|
| CJN 289 | Film Studies I |
| CJN 465 | Film and Society |
| CJN 326 | Film Studies II |
| CJN 365 | American Cinema |
| CJN 366 | Great Film Directors |
| CJN 405 | Communication Theory |
| CJN 415 | Review Writing |

Select 5 additional courses from departmental offerings, with at least 3 of these courses at the 300 level or above.

Concentration in Interpersonal and Organizational Communication and Development

(36 hours/12 courses)

Required Courses 7

| | |
|---------|------------------------------------|
| CJN 214 | Professional Writing |
| CJN 215 | Interpersonal Communication |
| CJN 265 | Team and Small Group Communication |
| CJN 275 | Advanced Public Speaking |
| CJN 375 | Organization Communication |
| CJN 405 | Communication Theory |
| CJN 475 | Organizational Development |

Select 5 additional courses from departmental offerings at the 200 level or above.

Concentration in Print Journalism

(36 hours/12 courses)

Required Courses 7

| | |
|---------|----------------------|
| CJN 113 | Newswriting |
| CJN 213 | Feature Writing |
| CJN 239 | Media Law |
| CJN 313 | Reporting |
| CJN 317 | Copy Editing |
| CJN 405 | Communication Theory |
| CJN 413 | Media History |

Options 5

| | |
|---------|--------------------------------------|
| CJN 218 | Photojournalism |
| CJN 255 | Introduction to Mass Communication |
| CJN 275 | Advanced Public Speaking |
| CJN 318 | Advanced Photojournalism |
| CJN 319 | Sportscasting |
| CJN 341 | Desk Top Publishing |
| CJN 343 | Magazine Writing |
| CJN 350 | Communication Ethics |
| CJN 377 | Public Relations |
| CJN 387 | Sports Public Relations |
| CJN 400 | Media Effects and Uses |
| CJN 415 | Review Writing |
| CJN 487 | Media Relations |
| CJN 491 | Special Topics (subject to approval) |

Concentration in Public Relations

(36 hours/12 courses)

Required Courses 9

| | |
|---------|------------------------------------|
| CJN 113 | Newswriting OR |
| CJN 213 | Feature Writing |
| CJN 214 | Professional Writing |
| CJN 257 | Advertising |
| CJN 277 | Public Relations I |
| CJN 350 | Communication Ethics |
| CJN 387 | Media Relations |
| CJN 457 | Integrated Marketing Communication |
| CJN 477 | Public Relations II |

Select 3 additional courses from departmental offerings at the 200 level or above.

All students majoring in Communication and Journalism must have their program of study approved by an advisor from the department and thereafter keep in close touch with their advisor with respect to their selection of courses.

Honors in Communication and Journalism

Majors in the Department who have completed 18 hours of course work in the Department, who have a Communication and Journalism average of 3.4 or higher and who have an overall cumulative average of 3.0 or higher may enroll in CJN 506 – HONORS SEMINAR. Completion of Honors Seminar with a grade of B+ or better entitles the student to Departmental Honors and membership in Lambda Pi Eta, the national communication honorary society. For further details see the Chairperson of the Department.

Walter M. Burse Forensic Society

The Department of Communication and Journalism sponsors and supervises the Walter M. Burse Forensic Society. The purpose of this organization is to help students develop and master techniques of argumentation and oral communication. After working on campus, members participate in intercollegiate debate and speech tournaments at other colleges and universities throughout the United States. The Forensic Society offers training for competition in debate and individual speaking events and consistently ranks among the nation's best forensic programs.

Each year, the Department of Communication and Journalism sponsors a High School Debate and Speech Tournament and two Intercollegiate Speech and Debate Tournaments.

No previous debate or speech experience is required for membership in the Walter M. Burse Forensic Society. Any undergraduate student at Suffolk University is eligible. Membership information is available through the Director of Forensics. Suffolk University is a member of the National Forensic Association, the American Forensic Association and Delta Sigma Rho-Tau Kappa Alpha, the national forensic honorary.

Communication and Journalism Courses

CJN 103 – Rhetorical Communication

The development, delivery and analysis of rhetorical messages. Stress on broad theories of rhetorical analysis in a historical context and pragmatic experience in delivering oral messages. Satisfies College of Arts and Sciences Rhetoric Requirement.

1 term – 3 semester hours.

Normally offered every semester.

CJN 113 – Newswriting

Introduces students to general newswriting style, used by journalists and public relations practitioners. Focus is on basic writing, summary lead, organization of facts, and news structure.

1 term – 3 semester hours.

Normally offered every semester.

CJN 114 – Great Works of Journalism

An examination of important contributions to the literature of journalism through an analysis of major writers and news coverage of significant events from a journalistic perspective.

1 term – 3 semester hours.

Normally offered yearly.

CJN 177 – Business Communication

Introduction to the communication process with emphasis on public speaking and presentation of oral reports in a business environment. Required of all School of Management students.

1 term – 3 semester hours.

Normally offered every semester.

CJN 213 – Feature Writing

Writing and submitting for publication articles for newspapers, magazines and syndicates.

1 term – 3 semester hours.

Normally offered yearly.

CJN 214 – Professional Writing

Provides students with an opportunity to develop their writing style for a professional audience. Memo writing, report writing, letter writing and other common writing situations for business professionals are considered.

1 term – 3 semester hours.

Normally offered every semester.

CJN 215 – Interpersonal Communication

Analysis of communication behavior in individual and group environments. Topics include conflict, leadership, common communication difficulties, communication roles and reflective thinking.

1 term – 3 semester hours.

Normally offered yearly.

CJN 216 – Intercultural Communication

An examination of the communication variations and cultural viewpoints and their impact on cross-cultural communication. A special emphasis is placed on rituals and message patterns in non-western cultures.

1 term – 3 semester hours.

Normally offered every semester. **C b**

CJN 217 – Gay and Lesbian Studies

Examines the portrayal of homosexuality in political, social and cultural discourse. Analyzes the role of media and symbolic construction in the shaping of public values, opinions and social movements.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

CJN 218 – Photojournalism

An introduction to the role of photography in the journalistic process. A discussion of photography as communication and a survey of the history of photography.

1 term – 3 semester hours.

Normally offered yearly.

CJN 226 – World Cinema

Filmmaking around the globe, including masterpieces of cinema from European, Asian and other nations (with subtitles).

1 term – 3 semester hours.

Normally offered yearly.

CJN 227 – Film and Society

The study of the relationship between film and society. The course features filmmakers who emphasize political, historical, racial, gender and other important social issues.

1 term – 3 semester hours.

Normally offered yearly.

CJN 235 – Argument & Advocacy

Modern applications of argument in political, social, and legal situations. Emphasis on development of arguments, analysis, use of evidence and delivery of oral and written arguments.

1 term – 3 semester hours.

Normally offered yearly.

CJN 239 – Media Law

Explores the legal rights, responsibilities, and constraints on the media and media professionals. Special focus on defamation, copyright, obscenity, broadcast regulation and media-related tort law.

1 term – 3 semester hours.

Normally offered yearly.

CJN 245 – Forensics

Intensive research on topics in debate and active participation in the University forensics program.

Prerequisite: Instructor's consent.

1 term – 3 semester hours.

Normally offered yearly.

CJN 255 – Introduction to Mass Communication

This introduction to the mass communication process examines the history, development and problems of the various mass communication media and their impact on the social, political, and economic life of their audience.

1 term – 3 semester hours.

Normally offered yearly.

CJN 257 – Advertising

Theoretical and practical applications of communication are considered in terms of advertising strategies and campaigns for media.

1 term – 3 semester hours.
Normally offered every semester.

CJN 259 – Sports Public Relations

The application of Public Relations strategies and techniques in college and professional sports.

1 term – 3 semester hours.
Normally offered yearly.

CJN 265 – Team and Small Group Communication

Analysis of the concepts and theories of communication in small groups and teams. Improvement of problem-solving, decision-making, analysis and evaluation skills in the team environment. The study and practice of merging trends in team dialogue, team learning, team development and leadership.

1 term – 3 semester hours.
Normally offered yearly.

CJN 275 – Advanced Public Speaking

Intensive training in public speaking techniques employing a variety of speaking situations.

1 term – 3 semester hours.
Normally offered every semester.

CJN 277 – Public Relations

The basic principle techniques and process of public relations are examined. Issues, trends, opportunities, and problems faced by the practitioner and impacting the organization are analyzed.

1 term – 3 semester hours.
Normally offered every semester.

CJN 285 – Media and Popular Culture I

Examines the influence of media upon contemporary society. Television, radio, film and print formats are discussed in terms of their persuasive impact on American mass culture. Focus is on the period from 1950-1970.

1 term – 3 semester hours.
Normally offered yearly.

CJN 286 – Media and Popular Culture II

Examines the influence of media upon contemporary society. Television, radio, film and print formats are discussed in terms of their persuasive impact on American mass culture. Focus is on the period from 1970 to the present.

1 term – 3 semester hours.
Normally offered alternate years.

CJN 287 – Media Criticism

Critical examination of various mass media including film, television, radio, music, newspapers and magazines. Theories of media criticism discussed and applied to specific media or media products.

1 term – 3 semester hours.
Normally offered yearly.

CJN 289 – Film Studies I

Film history from 1895-1940. Includes an introduction to the language and technology of filmmaking.

1 term – 3 semester hours.
Normally offered yearly.

CJN 290 – Women in Struggle on Film

Problems of women at work and at war, in love, marriage and pregnancy, as seen in Hollywood films, both old and new, and in documentaries. The roles of women are examined historically, psychologically, sociologically and cinematically.

3 semester hours.
Normally offered alternate years.

CJN 297 – New Media and New Markets

Explores current trends in advertising and public relations. Examines new media choices in cable, direct response and the Internet and their impact on these professions. Includes an analysis of new markets in Generation: X, Generation: Y, the international and ethnic communities.

1 term – 3 semester hours.
Normally offered yearly.

CJN 313 – Reporting

The principles and techniques of basic news reporting are studied and applied. Also an introduction to and analysis of interpretive reporting, "alternative" and "new" journalism.

Prerequisite: CJN 113.
1 term – 3 semester hours.
Normally offered yearly.

CJN 315 – Media Writing

Development and integration of writing from concept to final media production.

1 term – 3 semester hours.
Normally offered every semester.

CJN 317 – Copy Editing

A study of the fundamentals of copy editing, newspaper typography, and makeup.

Prerequisite: CJN 113.
1 term – 3 semester hours.
Normally offered yearly.

CJN 318 – Advanced Photojournalism

An in-depth analysis of the field of Photojournalism. Emphasis is placed on the development of photo essays and the visual impact of photography on the print media.

Prerequisite: CJN 218.
1 term – 3 semester hours.
Normally offered yearly.

CJN 319 – Sportscasting

Instruction in the methods and practice of sportscasting and sports news reporting. Students will analyze and critique sports broadcasting and produce demonstration sportcasts for television or radio.

1 term – 3 semester hours.
Normally offered alternate years.

CJN 326 – Film Studies II

Film history from 1940-1980, including the films of World War II, European Art film, the end of Hollywood studios and American mavericks.

1 term – 3 semester hours.

Normally offered yearly.

CJN 335 – Persuasion

Analysis of persuasive techniques particularly those used by communicators in their attempt to gain public acceptance.

1 term – 3 semester hours.

Normally offered yearly.

CJN 341 – Desk Top Publishing

Designed to introduce students to computerized publishing processes, this course focuses on the creation of text using word processing software, page make-up and design using desk-top publishing software, use and manipulation of photographs and graphic elements, and final output of published material using different processes. Students produce documents, brochures, newsletters and specialty publications.

Prerequisites: CJN 113, CJN 357, CJN 377 or permission of the instructor.

1 term – 3 semester hours.

Normally offered yearly.

CJN 342 – Internet Communications

Introduces students to the various forms of communication on the Internet (including electronic mail, Usenet newsgroups, Internet Relay Chat, etc.), practical uses of the World Wide Web (locating people, places and free software), and using the Internet for research purposes. Some familiarity with a Windows environment is helpful. This is not a Macintosh-based course.

1 term – 3 semester hours.

Normally offered yearly.

CJN 343 – Magazine Writing

Basic writing techniques, styles and strategies for Magazine Journalism.

1 term – 3 semester hours.

Normally offered yearly.

CJN 345 – The Job Search and Career Planning

Development of employment search skills and career strategies, including self-assessment, research, networking, interviewing, resume and cover letter construction and the establishment of a career path.

1 term – 3 semester hours.

Normally offered yearly.

CJN 347 – Media Planning

The planning and purchasing process of advertising space and time. The course examines media costs, budgets and media strategy for different audiences and markets.

Prerequisite: CJN 257

1 term – 3 semester hours.

Normally offered yearly.

CJN 350 – Communication Ethics

The study of the ethics of decision making in various communications fields, including public relations, advertising, print journalism, broadcasting and interpersonal and organizational communication.

1 term – 3 semester hours.

Normally offered yearly.

CJN 355 – Media Production

Practical exposure to methods of production and production equipment of the media. Relationship between production techniques and relevant theories of media are examined.

1 term – 3 semester hours.

Normally offered yearly.

CJN 359 – Advertising Copy

Continuation of Advertising, with special emphasis on practical advertising and advertising campaigns.

Prerequisite: CJN 257.

1 term – 3 semester hours.

Normally offered yearly.

CJN 365 – American Cinema

A study of classic American narrative cinema, from silent films through the era of the studio system. The course focuses on a different genre each time it is taught.

1 term – 3 semester hours.

Normally offered yearly.

CJN 366 – Great Film Directors

An in-depth examination of the work of great film directors. The course focuses on a different director each time it is taught.

1 term – 3 semester hours.

Normally offered yearly.

CJN 367 – Deviant Communication

An examination of incidents of communication deviance and the theories which attempt to account for them. Criminal as well as social deviance are examined from a communication perspective.

1 term – 3 semester hours.

Normally offered alternate years.

CJN 375 – Organization Communication

Historical development of the theory of organizations, examination of information flow, network analysis, communication overload and underload, corporate culture, superior-subordinate communications, organizational effectiveness and change processes.

1 term – 3 semester hours.

Normally offered yearly.

CJN 387 – Media Relations

Examines the relationships among public and private sector organizations and the media. The course focuses on issues management, the role of public relations and the perspective of media professionals in the discussion of public issues.

Prerequisite: CJN 277.

1 term – 3 semester hours.

Normally offered yearly.

CJN 400 – Media Effects and Uses

Emphasizes the theoretical and practical research on major issues in the media. Examines theories of media effect, violence, attitude change, advertising and marketing.

1 term – 3 semester hours.

Normally offered yearly.

CJN 405 – Communication Theory

An interdisciplinary examination of the development of communication theories from the classical tradition to the modern perspectives of rhetoricians, scientist, psychologist, sociologists, philosophers and others.

Prerequisite: Senior standing for majors, 12 semester hours for non-majors.

1 term – 3 semester hours.

Normally offered every semester.

CJN 410 – Producing

Students learn firsthand the role of the video producer by taking a project from conceptualization through post-production. The final project consists of producing a short video for an educational or non-profit client.

Prerequisite: CJN 315, CJN 355, or consent of instructor.

1 term – 3 semester hours.

Normally offered yearly.

CJN 413 – Media History

Surveys the American mass media from an historical perspective, with an emphasis on the social, political and economic environments in which those media developed and operated.

1 term – 3 semester hours.

Normally offered alternate years.

CJN 415 – Review Writing

Analysis and critique of movies, theater, music, art and food.

1 term – 3 semester hours.

Normally offered yearly.

CJN 435 – Debate

The practical applications of argument as applied in a debate setting. Research, use of evidence, critical thinking and analysis skills are developed through intensive examination of a major public policy issue.

Prerequisite: CJN 235.

1 term – 3 semester hours.

Normally offered yearly.

CJN 437 – Advertising Campaigns

Principles of advertising campaigns. Students design, plan and produce a national advertising campaign for a client as members of a simulated agency team.

Prerequisite: CJN 359.

1 term – 3 semester hours.

Normally offered yearly.

CJN 455 – Advanced Media Production

Focus on specialized production techniques including integration of lighting, sound and visual imagery for total production effect.

Prerequisite: CJN 355.

1 term – 3 semester hours.

Normally offered yearly.

CJN 457 – Integrated Marketing Communication

Examines the integration of advertising, promotion, public relations and marketing communication in the strategic communication process.

Prerequisite: CJN 359 or CJN 477.

1 term – 3 semester hours.

Normally offered yearly.

CJN 475 – Organizational Development

Focuses on the theories of organizational evolution from a communication perspective

1 term – 3 semester hours.

Normally offered yearly.

CJN 477 – Public Relations II

Public Relations campaign management. The focus is on the application of techniques and strategies in the development and implementation of a public relations campaign. Includes the application of new technologies to the public relations process

Prerequisite: CJN 277.

1 term – 3 semester hours.

Normally offered yearly.

CJN 479 – Environmental Public Relations

An examination of the public issues involving the environment. Focuses on public relations strategies for government agencies, corporations and other organizations concerned with the environment.

Prerequisite: CJN 277.

1 term – 3 semester hours.

Normally offered yearly.

CJN 485 – Rhetoric of Protest and Reform

Examines the persuasive strategies of social reform movements with special emphasis on the civil rights, women's rights and gay rights movements in the United States.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

CJN 489 – Political Communication

Examination of special circumstances created by politics and their impact on attempts at persuasion. Case studies of famous politicians and political campaigns are combined with discussion of current trends in media and politics.

1 term – 3 semester hours.

Normally offered alternate years.

CJN 491 – Special Topics

Current issues in the fields of communication and journalism.
3 semester hours.
Normally offered yearly.

CJN 492 – Special Topics in Public Relations

Current issues in public relations.
1 term – 3 semester hours.
Normally offered yearly.

CJN 503 – Experiential Learning in Communication

Practicum, independent study and internship projects are available prior to the start of each semester.
Prerequisite: 12 semester hours Communications and Journalism or permission of the Departmental Chairperson.
1-2 terms – 1-12 semester hours.
Normally offered every semester.

CJN 505 – Journalism Practicum

Practicum and Internship projects are available prior to the start of each semester.

Prerequisite: 12 semester hours in Communication and Journalism, or permission of the Departmental Chairperson.
1-2 terms – 1-9 semester hours.
Normally offered every semester.

CJN 506 – Honors Seminar

Students seeking departmental honors are required to participate in this seminar which entails research and presentation of an approved research project.

1 term – 3 semester hours.
Normally offered yearly.

COMPUTER SCIENCE

Computer Science Faculty

Professors: Cohn, Ezust (Department Chair), Myrvagnes, Ștefănescu

Assistant Professors: Fei Shi, Thomo, Zinoviev

Master Lecturers: Fratto, Stanley, Woodruff

Senior Lecturers: Cutler, Narinsky

The Department of Mathematics and Computer Science offers major, minor and graduate programs in computer science. The major programs in computer science can be used by students either to prepare for any of a wide variety of careers in science and industry or as a firm foundation for graduate study in computer science. The minor program is intended to provide expanded career options for those who prefer to major in another discipline.

Combined BS/MS

The combined BS/MS degree program in Computer Science permits strong Computer Science majors to begin taking graduate courses in the senior year and significantly reduce the amount of time needed to earn a masters degree. Qualified Computer Science majors can apply to be admitted to the combined BS/MS degree program after completion of the first four courses in the undergraduate major sequence. Once admitted, each student will need to work out a curriculum plan with a faculty advisor. Well prepared students should be able to complete the combined BS/MS program in five years.

Computer Science Major

A student majoring in computer science must successfully complete 30 credits in computer science plus 23 credits in Mathematics and Physics as follows:

Major Course Requirements

| Computer Science | 30 Credits |
|------------------------------------|--|
| CMPSC 131 | Computer Science I |
| CMPSC 132 | Computer Science II |
| CMPSC 253 | Assembly Language and Computer Structure |
| CMPSC 265 | Data Structures and Algorithms |
| CMPSC 333 | Organization of Programming Languages |
| CMPSC 353 | Architecture of Computer Systems |
| CMPSC 363 | Introduction to Database Systems |
| CMPSC 355 | Operating Systems |
| Computer Science Elective courses* | |

*Additional courses to make a total of at least 30 credits. These courses are normally chosen from computer science courses numbered 200 or higher. Substitutions of any other courses require prior written approval by the Mathematics and Computer Science department chair. Transfer students should consult with that department chair to determine whether or not computer science courses taken elsewhere are admissible as major electives.

Complementary Major Requirements

| Mathematics | 15 Credits |
|-------------|-------------------------|
| MATH 161 | Calculus I |
| MATH 162 | Calculus II |
| MATH 261 | Calculus III |
| MATH 281 | Discrete Mathematics I |
| MATH 282 | Discrete Mathematics II |

| Physics | 8 Credits |
|----------|---------------------------|
| PHYS 151 | University Physics I |
| L151 | University Physics I Lab |
| PHYS 152 | University Physics II |
| L152 | University Physics II Lab |

Computer Science Major

(Suggested Course Sequence)

| Freshman Year | Credits |
|--------------------------------|---------|
| First-Year English | 6 |
| Integrated Studies | 6 |
| MATH 161-162 | 6 |
| PHYS 151-152 & L151-L152 | 8 |
| CMPSC 131-132 | 6 |
| | 32 |

| Sophomore Year | Credits |
|--|---------|
| Second-Year English | 6 |
| Ethics / Rhetorical Communication..... | 6 |
| MATH 281-282 | 6 |
| MATH 261 | 3 |
| CMPSC 253..... | 3 |
| CMPSC 265..... | 3 |
| Free Elective | 3 |
| | 30 |

| Junior Year | Credits |
|--|---------|
| Social Sciences | 6 |
| Language (B.A.) or Humanities (B.S.) | 6 |
| CMPSC 333..... | 3 |
| CMPSC 355..... | 3 |
| Cultural Diversity | 6 |
| Free Electives | 3 |
| | 30 |

| Senior Year | Credits |
|---|---------|
| Humanities | 3 |
| Social Sciences | 3 |
| Humanities (B.A.) or Free Elective (B.S.) | 3 |
| CMPSC 353..... | 3 |
| CMPSC 363..... | 3 |
| Computer Science Electives..... | 6 |
| Free Electives | 9 |
| | 30 |

Computer Science Minor

To qualify for a minor in computer science, a student must successfully complete (with a GPA of at least 2.0) 18 credits of course work in computer science distributed as follows:

CMPSC 131 Computer Science I
CMPSC 132 Computer Science II
CMPSC 253 Assembly Language and Computer Structure
CMPSC 265 Data Structures and Algorithms
Computer Science Elective courses*

**Additional courses to make a total of at least 18 credits must be chosen from computer science courses numbered 200 or higher. Substitutions of any other courses require prior written approval by the Mathematics and Computer Science department chair. Transfer students should consult with the department chair to determine whether or not computer science courses taken elsewhere are admissible as minor electives.*

Computer Science Courses**CMPSC 110 – *Thinking, Learning and Problem Solving**

Students work in teams on activities that stress critical thinking, problem solving and self-assessment. In the process, basic math, reading, writing, presentation, and technology skills will be sharpened. Rather than taking lecture notes, students will work together in teams to solve a variety of problems using software such as Microsoft Excel. Areas explored may include graphical analysis, data analysis, finance, modeling, and others. Teams will make presentations to teach topics which they have researched. Focus is on team functioning.

No prerequisites.

1 term – 3 credits.

Several sections offered each semester.

**This course cannot be applied toward a departmental concentration in Computer Science by Sawyer School of Management students.*

****Recommended for Freshmen ONLY**

CMPSC 112 – *Computing, Modeling, and Problem Solving

The purpose of this course is to introduce students to the use of the computer as a tool in solving problems. Many of the problems are mathematical in nature, involving functions, graphs, rates of change, and other important concepts. Other types of problems involve simulations of cards, dice, brownian motion, etc. The emphasis throughout will be on experimentation, construction of simple algorithms and their implementation as computer programs. No prior knowledge of computers is assumed or required.

No prerequisites.

1 term – 3 credits.

Normally offered each semester.

**This course cannot be applied toward a departmental concentration in Computer Science by Sawyer School of Management students.*

CMPSC 121 – *Introduction to Computer Programming in C++

For students who have little previous experience with computers, this course provides an introduction to programming in the C++ language. Students use various popular personal computers and Suffolk's servers to carry out assignments. This course provides good preparation for CMPSC 131.

No prerequisites.

1 term – 3 credits.

Several sections offered each semester.

**This course cannot be applied toward a departmental concentration in Computer Science by Sawyer School of Management students.*

CMPSC 122 – *Introduction to Computer Programming

This course is a gentle introduction to modern computer programming using Python: a simple, powerful, flexible, and popular programming language. The course will focus on basic programming techniques, but it will also cover such advanced topics as graphical user's interface (GUI) design, Web programming (CGI scripts), XML and object-oriented programming – all in one language. (Time permitting.) The purpose of this course is to illustrate various aspects of the programming discipline and to get students prepared for more advanced computer programming courses.

No prerequisites.

1 term – 3 credits.

Normally offered each semester.

**This course cannot be applied toward a departmental concentration in Computer Science by Sawyer School of Management students.*

CMPSC 131 – Computer Science I

This is a rigorous introduction to computer science with an emphasis on problem solving, development of algorithms, structured programming in C, debugging, and documentation. Topics include expressions, input/output, control structures, basic data types, iteration, functions, arrays, structures, pointers, top-down programming, interfaces, programming style, production of tools libraries.

Prerequisite: Prior course work in computer programming, or CMPSC 121 or 122 or consent of instructor.

1 term – 3 credits.

Normally offered each semester and summer semester on a 13 week basis.

CMPSC 132 – Computer Science II

A second course in C programming. Topics include pointers, arrays (a review, relating arrays and pointers), structures, recursion, simple data structures (linked lists, stacks, queues, etc.), sorting, searching, and files.

Prerequisite: CMPSC 131.

1 term – 3 credits.

Normally offered each semester.

CMPSC 253 – Assembly Language and Computer Structure

Introduction to computer architecture and machine language programming, internal representation of data and programs, and assembly language programming. Machine and assembly language implementations of constructs from higher-level languages such as C (including recursion and floating-point arithmetic) are studied.

Prerequisite: CMPSC 132.

1 term – 3 credits.

Normally offered each semester.

CMPSC 265 – Data Structures and Algorithms

Includes topics such as strings, stacks, queues, lists, trees, graphs, sorting, searching, hashing, dynamic storage allocation. Most programming will be done in the C language.

Prerequisite: CMPSC 253 or consent of instructor.

1 term – 3 credits.

Normally offered each semester.

CMPSC 331 – Object-Oriented Programming

Classes, objects, streams, overloading, constructors, destructors, dynamic storage handling, pointers, references, encapsulation, class derivation and inheritance, polymorphism, templates, exception handling. Extensive C++ programming project will be developed incrementally throughout the semester.

Prerequisite: CMPSC 265 (which can be taken concurrently) and a thorough working knowledge of C (or the consent of the instructor).

1 term – 3 credits.

Normally offered each semester.

CMPSC 332 – Java Enterprise Technology

This course assumes that the student is familiar with Object Oriented Programming in C++. It quickly covers HTML and Java (J2EE) and then deals with multitier architecture for web applications, simple web servers, database applications, Enterprise JavaBeans (EJB), session beans, entity beans, Java Servlet technology, JavaServer Pages (JSP) technology, transactions, integration of all these components into one web application.

Prerequisite: CMPSC 331.

1 term – 3 credits.

Normally offered each semester.

CMPSC 333 – Organization of Programming Languages

An introduction to functional programming and to the meaning and implementation of various programming language features. The course begins with a brief introduction to the Scheme language, which is then used to write interpreters for small languages that contain features typical of larger, more realistic languages.

Prerequisites: CMPSC 253 and CMPSC 265.

1 term – 3 credits.

Normally offered each spring semester.

CMPSC 343 – Introduction to Artificial Intelligence

Introduction to the focal issues for constructing intelligent systems. The course will cover topics in knowledge representation, problem solving techniques, machine learning and natural-language processing.

Prerequisite: CMPSC 265 and MATH 282.

1 term – 3 credits.

Offered as the need arises.

CMPSC 353 – Architecture of Computer Systems

This course deals with the structure and operation of the major hardware components of a computer. Topics include basic logic design, basic datapath construction, basic pipelining, I/O system design, issues in memory hierarchy and network interface design.

Prerequisites: CMPSC 253 and CMPSC 265.

1 term – 3 credits.

Normally offered each fall semester.

CMPSC 355 – Operating Systems

An introduction to operating systems. Topics include I/O devices, process management, scheduling, concurrency and multithreading, memory management, file system organization. Intensive programming assignments aim at the development of system programming skills in C.

Prerequisites: CMPSC 353 and a strong working knowledge of C.

1 term – 3 credits.

Normally offered each spring semester.

CMPSC 363 – Introduction to Database Systems

Introduction to the purpose and nature of database systems. Topics covered include major database models, relational database design, internals of database systems, concurrency control and recovery.

Prerequisite: CMPSC 265 and MATH 282.

1 term – 3 credits.

Normally offered each fall semester.

CMPSC 376 – Introduction to Computer Graphics

This course is intended to cover the “classical” computer graphics, as well as give an overview of related fields, such as scientific visualization, graphics hardware, and GUIs. An introduction to computer graphics includes: windowing, clipping, panning and zooming; geometrical transformations in 2D and 3D; algorithms for raster displays (scan-line conversion, polygon fill, fonts, polygon clipping, etc.); hidden line and hidden surface removal, shading models; image formats; splines and surfaces; user interaction. Programming assignments will focus on the implementation of graphics algorithms and concepts using the X library in Linux environment.

Prerequisites: MATH 281, CMPSC 265 and a working knowledge of C.

1 term – 3 credits.

Offered as the need arises.

CMPSC 393 – Special Topics in Computer Science

Content, prerequisites, and credits to be announced. Offered as the need arises.

CMPSC 463 – Formal Languages and Automata

Formal aspects of language: syntax, grammars, automata, Turing machines, computational complexity, computability, etc.

Prerequisites: CMPSC 265 and MATH 282.

1 term – 3 credits.

Offered as the need arises.

CMPSC 564-566 – Advanced Studies in Computer Science

Directed readings, lectures, seminars and research in areas of special interest. Content and credits to be arranged.

ECONOMICS

Economics Faculty

Professor: Tuerck (Chairperson), Jaggia, Kelly-Hawke

Associate Professors: Baek, Chisholm, Haughton, Mohtadi

Assistant Professor: Rzakhanov

Instructor: Foglia

Master Lecturers: Ross, Rodionova

Senior Lecturers: Codreanu, Conte, Keefe, Moryl, Murg

The Department offers majors in Economics and International Economics (offered jointly with the Department of Humanities and Modern Languages). The Department also offers a minor in Economics.

Major in Economics

The Department offers the B.A. and B.S. degrees in Economics.

| General Major Requirements | Semester Hours |
|---|----------------|
| EC 101 (Principles of Economics-Micro) | 3 |
| EC 102 (Principles of Economics-Macro) | 3 |
| STATS 250 (Applied Statistics) | 3 |
| STATS 350 (Applied Statistical Methods) | 3 |
| EC 311 (Intermediate Micro Theory) | 3 |
| EC 312 (Intermediate Macro Theory) | 3 |
| Any six economics courses of which at least three at the 400-level | 18 |
| | 36 |

Major in International Economics

The Department of Economics offers jointly, with the Department of Humanities and Modern Languages, the B.A. and B.S. degrees in International Economics. Refer to the appropriate section of this catalog.

Minor in Economics

Course requirements for the minor in Economics are as follows:

| Course | Semester Hours |
|--|----------------|
| EC 101 (Principles of Economics-Micro) | 3 |
| EC 102 (Principles of Economics-Macro) | 3 |
| STATS 250 (Applied Statistics) | 3 |
| EC 311 (Intermediate Micro Theory) or EC 312 (Intermediate Macro Theory) | 3 |
| Any other two economics courses of which at least one at the 300- or 400-level (STATS 350 can be substituted for one of the courses) | 6 |
| | 18 |

Honors in Economics

Graduating majors in Economics with at least a 3.5 average in their economics courses receive a certificate of honors in economics.

Omicron Delta Epsilon

Membership in Omicron Delta Epsilon, the international honor society in Economics, is open to juniors and seniors who have a grade point average of B or better in at least four economics courses and who have maintained an overall grade point average of B or better. Members receive a certificate recognizing their scholastic achievement and have the opportunity to enter an economics writing contest.

Suffolk Economic Association

Membership in the Suffolk Economic Association is open to all members of the university community. The association sponsors lectures and seminars on economic issues and on careers in Economics.

www.suffolk.edu/cas/economics/

Economics Courses

EC 101 – Principles of Microeconomics

Introduction to the organization and operation of a market economy with a focus on how it allocates scarce resources; the analysis of consumer demand and profit-maximizing behavior of business; examination of pricing and output decisions under conditions of competition, monopoly and imperfect competition. Analysis of markets for labor and capital. Examination of policy issues includes price ceilings and floors, competition and monopoly.

No prerequisites.

1 term – 3 semester hours.

Normally offered every semester.

EC 102 – Principles of Macroeconomics

Introduction to the theory of income determination, national income analysis and international trade; the role of labor and capital in aggregate economic activity; problems of unemployment and inflation; functioning and impact of the monetary system. Analysis of monetary and fiscal policies for economic stabilization. International transactions and their influence on the domestic economy. Examination of U.S. balance of trade deficits and exchange rate fluctuations.

No prerequisites.

1 term – 3 semester hours.

Normally offered every semester.

EC 111 – Financial and Consumer Economics

The economic analysis of consumer decisions. Topics include: Financial record keeping; tax planning; purchasing and financing a house, and choosing the type of mortgage (fixed-rate, variable rate, etc.); the choice between buying and leasing a car; alternative types of consumer credit; the economics of insurance; selecting investments; and retirement and estate planning.

No prerequisites.

1 term – 3 semester hours.

Normally offered every year.

EC 121 – Economic Journalism

Focus on understanding economic developments and concepts and communicating them effectively and accurately in a variety of media, both in writing (news items, feature articles, op ed pieces, press releases, memos and reports) and orally (interviews, presentations). Analysis of current journalistic work as well as practice with writing and presentations.

1 term – 3 semester hours.

Offered on an occasional basis.

EC 122 – Poverty and Inequality

This course looks at economic inequality, with a particular focus on those in the United States who have low or no incomes – the poor. Measures inequality, identifies the poor, and considers a variety of explanations for poverty. Evaluates the purposes and effects of a range of public policies that might help alleviate poverty. Since race and gender play prominent roles in discussions of poverty, this course also considers issues pertaining to race and gender discrimination, and so examines both the economics of poverty and of discrimination.

No prerequisites.

1 term – 3 semester hours.

Offered on an occasional basis.

EC 131 – Environmental Economics

Identifies the environmental effects of economic activity, including polluted water and air, noise, and radiation, and values their costs and benefits. Analyzes mechanisms, including taxes and permits, for achieving a socially preferable level of pollution. Traces role played by institutions, including common ownership, in affecting environmental decay. Resource depletion (of oil, forests, and fisheries) and appropriate policy responses.

No prerequisites.

1 term – 3 semester hours.

Normally offered every year.

EC 141 – Transition and Developing Economies

Why do so many countries remain so poor? Why have some (e.g., the Asian “tigers”) grown so rapidly? Why have most of the countries of Eastern Europe and the former Soviet Union been slow to ignite economic growth? These questions are addressed by looking at domestic factors (government policies, resource endowments) as well as the international environment (mobile investors, international financial institutions). Asks what economic choices these countries face now.

No prerequisites.

1 term – 3 semester hours.

Normally offered every year.

EC 231 – The Spanish Economy

Overview of the history of the Spanish economy in the 20th century. Economic liberalization and its effect on the Spanish economy. The entry of Spain into the EEC. The effects of economic and monetary integration on Spanish trade and monetary policy. Discussion of macroeconomic and international trade theory as it applies to the Spanish economy.

No prerequisites.

1 term – 3 semester hours.

Offered at the Madrid Campus only.

EC 311 – Intermediate Microeconomic Theory

Theory of consumer behavior and demand. Theory of production and costs of production. Theory of the firm and price and output decisions in different market structures, i.e., under perfect competition, monopoly, monopolistic competition and oligopoly. Decisions relating to pricing and employment of various inputs (labor and capital) under perfectly competitive, and less than perfectly competitive, resource markets.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Normally offered every year.

EC 312 – Intermediate Macroeconomic Theory

Applications of the methods of neoclassical and of Keynesian economies to the analysis of aggregate economic activity. Analysis of aggregate economic indicators under conditions of price flexibility and the price of stickiness. Rational and adaptive expectations. Transmission to the aggregate economy of changes in tax law, government purchases and entitlements, monetary policy, and deficit levels. The effects of policy changes on nominal and on real economic activity.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Normally offered every year.

EC 402 – Mathematical Economics

Introduction to the mathematical basis of economic theory. Emphasis will be placed on the mathematical tools that have been developed to deal with the types of problems that frequently occur in economics. There will be several applications to problems from both microeconomic and macroeconomic theory.

Prerequisite: STATS 350.

1 term – 3 semester hours.

Offered on an occasional basis.

EC 403 – Industrial Organization and Antitrust

Analysis of the structure, conduct, and performance of American industry. Consideration of monopoly, oligopoly, and monopolistic competition. Review of U.S. antitrust law and other regulatory laws for their effects on industrial performance.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Offered on an occasional basis.

EC 408 – Economics of Crime and Justice

“Crime Doesn’t Pay”? This course shows why crime often does pay and how society can reduce crime by making it pay less, rather than more. The course provides a theoretical and empirical discussion of the argument that the incidence of crime will vary directly with the rewards and inversely with the penalties that attach to criminal behavior. It considers, in addition, the economic basis for civil law, particularly as it relates to torts and contracts. Topics include, organized crime, the costs and benefits of drug regulation, the underground economy and the deterrent effect of the death penalty.

Prerequisite: Junior Standing.

1 term – 3 semester hours.

Offered on an occasional basis.

EC 421 – Public Economics: Tax and Budget Policy

The theory of tax policy and tax structure. The effects on economic behavior (including labor supply, saving, risk-taking and investment, charitable giving, and growth) of different taxes (income, sales, value-added, inheritance, wealth, property). Tax equity, efficiency and incidence, in the United States and in comparative perspective. Additional topics include modeling state taxes; social security and pensions; and tax competition.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Normally offered every year.

EC 423 – Economics of Regulation

This course examines regulation and analyzes the structure, conduct, and performance of American industry. Monopoly and strategic behavior in oligopoly and monopolistic competition are considered. U.S. antitrust law and the effect of regulatory laws on industrial performance are explored. Regulatory practices, rate setting, deregulation, public-enterprise pricing, and issues in privatization are examined, with an emphasis on case studies and policy analysis.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Normally offered every year.

EC 424 – Cost Benefit Analysis

The objective of the course is to expose students to the theoretical principles and practical applications of investment appraisal and risk analysis in the context of the development process. It begins with the financial appraisal of investment expenditures and then proceeds to detailed discussion of the techniques of economic cost-benefit analysis. An integrated approach will be applied to the financial, economic, distributive, and risk evaluation of projects. Students will work on exercises and cases throughout the course. In general, an applied exercise will accompany each of the theoretical issues discussed in the lectures.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Normally offered every year.

EC 431 – Managerial Economics

This is an applied course in microeconomics. The focus is on the application of economic theory and methods to examine how an organization can achieve its objectives most efficiently. Various economic tools that are frequently used in solving managerial problems will be presented. Topics include optimization techniques applied to demand and production functions, linear programming, risk analysis and portfolio theory.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Normally offered every year.

EC 433 – Public Choice

How public sector expenditures are, and should be, determined. Market failures and the rationales for government intervention. Public choice and voting rules. Rent seeking and government failures. The budget process. Fiscal federalism. The Tiebait Model. Expenditure evaluation, including cost benefit and cost effectiveness analysis. Appraising government transfer programs.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Normally offered every year.

EC 441 – International Trade

This course examines theories of international trade. The policy implications of each theory are explored and the effect of trade on the welfare of the nation is examined. Also the development of trade blocs and the political economy of trade are studied.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Normally offered every year.

EC 442 – International Monetary Economics

The balance of payments and foreign exchange markets and instruments, and the determination of exchange rates. Balance-of-payments adjustments under alternative exchange-rate systems, international liquidity, international economic policy and open economy macroeconomics.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Normally offered every year.

EC 443 – Topics in International Economics

Topics in international trade and finance. Discussion of comparative advantage, tariff and non-tariff trade barriers, regional trading organizations, and determinants of exchange rate fluctuations.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Offered at the Madrid Campus only.

EC 450 – Applied Econometrics

This course is an introduction to the classical linear regression model, as well as logistic and other multivariate techniques. Topics include testing and correcting for autocorrelation, multicollinearity and heteroskedasticity. Emphasis is on applied aspects of econometric modeling. There is extensive use of statistical software for data analyses.

Prerequisites: STATS 350 or permission of the instructor.

1 term – 3 semester hours.

Normally offered every year.

EC 483 – Money, Banking and Financial Markets

The study of money, financial markets and instruments, commercial banking, and the Federal Reserve system. Monetary theory and policy and the effect of money on prices, interest rates, and economic activity.

Prerequisites: EC 101 and EC 102.

1 term – 3 semester hours.

Normally offered every year.

EC 484 – Senior Seminar in Economics

A senior seminar at which advanced topics in economics are discussed. There is a substantial writing component.

Prerequisites: EC 101, EC 102, STATS 250.

EC 503 – Internship in Economics

Approximately 12 hours per week working in a position designed to give the student responsibility and a learning opportunity in economics. Interested students should consult the instructor in advance.

Prerequisite: Permission of the instructor.

1 term – 3 semester hours.

EC 505 – Independent Study in Economics

Hours and credits arranged to suit the needs of the students for directed study and research in economics.

Prerequisite: Consent of the instructor.

1 term – 3 semester hours.

EDUCATION AND HUMAN SERVICES

Education and Human Services Department

Professors: Ash, Eskedal (Chair), Lewandowski, McCarthy

Associate Professors: Carroll, Dahlborg, DiBiase, Flaherty, Mahoney, Sartwell, Thayer, Tow, Winters, Zulauf

Assistant Professors: Gaskell, Medoff

Lecturers: Argento, Busse, Fitzgerald, Fox, Fulton, Hirbour, Keck, Klowden, Leone, Lynch, Martin, McClure, O'Shea, Randall, Traini

Major Fields of Study

Students may matriculate in the following, offered by the Education and Human Services Department:

Paralegal Studies

- Degree Programs in Paralegal Studies
- Certificate Programs in Paralegal Studies and Legal Nurse Consultant
- Minor Concentrations in Paralegal Studies

Teacher Preparation

- Major in English/History for Middle School Teachers
- Major in General Science/Mathematics for Middle School Teachers
- Minor in Middle School Teaching
- Minor in Secondary School Teaching

Teacher Preparation Programs

Sarah M. Carroll, Ed.D., *Program Director and Associate Professor*

Glen A. Lewandowski, Ed.D., *Director of Student Teaching and Professor*

Sheila M. Mahoney, Ed.D., *Associate Professor*

Approval and Reporting

The Middle and Secondary School Teaching minors prepare students for Initial Licensure as teachers of academic subjects and are aligned with the regulations in force in Massachusetts. Suffolk University's Teacher Preparation Programs are fully approved by the Massachusetts Department of Education. Licensed teachers may petition for licensure in every other state through the Massachusetts' reciprocal agreement with the National Association of State Directors of Teacher Education and Certification (NASDTEC).

Title II, Section 207 of the Higher Education Act requires all institutions with teacher preparation programs that enroll students receiving federal financial assistance, to prepare annual reports on teacher preparation and licensing. Additionally, institutions must publish pass rate information for all programs, with 10 or more students who completed their prescribed programs within the previous reporting, in official documents. Institutions with fewer than 10 students completing their prescribed programs in a given year are not permitted to publish pass rate information for reasons of confidentiality. Suffolk University had 7 students complete their prescribed programs of study during the 2001-2002 reporting year and, thus, is prohibited from publishing pass rate information. To obtain a copy of Suffolk University's Title II report, excluding pass rate data, for cohort year 2001-2002, contact the Education and Human Services Department at (617) 573-8261.

Teachers Test (MTEL)

To obtain additional information about the Massachusetts Tests for Educator Licensure, including study materials and registration packets, contact the Program Director or:

Commonwealth of Massachusetts
Department of Education
350 Main Street
Malden, Massachusetts 01248-5023

phone (718) 338-3000

www.doe.ma.edu/teachertest or www.mtel.nesinc.com

Practicum: Student Teaching

The Practicum experience is the final professional experience for undergraduate students seeking Initial Licensure. Prospective teachers experience the varied roles of the classroom teacher for a minimum of 12 weeks and at least 300 clock hours. Clear instructional responsibility for at least half of this time and full responsibility for a substantial period is required. Students are jointly supervised and assessed by a representative from the Education and Human Services Department and the supervising practitioner. Internships and apprenticeships are possible options in selected cases.

Standards for Practicum:

1. Only college seniors who have completed the prerequisite courses may take a Practicum; transfer students must complete a minimum of 6 credit hours in residency prior to making application.
2. Prerequisite courses must be completed with grades of B or better.
3. All incomplete grades must be successfully completed prior to making application to student teach.
4. Students must pass the content area section(s) of the MTEL prior to enrolling in:
EHS 515: Practicum: Middle School Teaching.
EHS 516: Practicum: Secondary School Teaching
Documentation of passing scores must be provided to the Director of Student Teaching prior to making application.
5. Students must submit a written application along with a current transcript to the Director of Student Teaching by September 20th for student teaching in the Spring semester and by February 20th for student teaching in the Fall semester.
6. Classroom teachers are required by Massachusetts law to have a tuberculin test (Mantoux) prior to the initiation of student teaching. The printed results of the Mantoux test must be submitted with the student teaching application.
7. Placements are made in schools approved by the Director of Student Teaching in communities other than a student's hometown/residence. Students may not be placed in any setting in which prior acquaintance among any of the school's constituency groups presents potential conflicts for the student teacher's appropriate functioning as a professional.
8. Because student teachers must be available for school assignments every day, undergraduates should plan to attend at least one summer session in order to lighten the academic schedule for the semester in which they undertake student teaching.

Curriculum Materials Center

The Curriculum Materials Center, Fenton 303, houses a collection of instructional materials and teacher support resources. Students have access to the center for research and presentations related to course work, pre-practicum and practicum experiences. Classes meet in the Center to take advantage of the array of materials. Hours of availability are posted each semester.

Performance Portfolio

All students enrolled in Teacher Preparation Programs are expected to develop and maintain portfolios of course and experience related items showing their progress, accomplishments, and mastery. Such items may include, but should not be limited to:

| | |
|-------------------------------|----------------------|
| Audio/Video Tapes | Term Papers |
| Journals | Examinations |
| Papers/Essays | Observation Reports |
| Professional Development Plan | Placement Reports |
| Projects | Publications |
| Resumes | Sample Lesson Plans |
| Self-Assessments | Student Comments |
| Supervision Evaluations | Units of Instruction |

Advising Procedures

Suffolk University is a member of the American Association of Colleges for Teacher Education. Our membership in the Association is predicated upon the fact that teacher education is as vital concern of the entire University. Consequently, responsibility for Suffolk's teacher preparation programs involves personnel throughout the College of Arts and Science.

The College of Arts and Sciences Advisory Committee to Teacher Preparation works to ensure each student receives professional assistance in shaping a rewarding and meaningful academic career. Additionally, students are encouraged to meet with the Program Director early in their academic career.

The Department faculty reserves the right to require the withdrawal of a student from teacher preparation if the probability of success in teaching is doubtful. The academic average of a student is not the sole factor in determining success; others are interest, effort, and proficiency in skill subjects. It is important that a student maintain a minimum 3.0 GPA throughout his or her academic career.

Majors for Middle School Teacher Candidates

The Massachusetts Department of Education requires candidates seeking Initial Licensure in Middle School to complete a 36-credit-hour program of study in English/History (Humanities), or General Science/ Mathematics. Suffolk University offers two inter-disciplinary majors designed to meet the subject matter knowledge standards for Middle School Teachers. Descriptions, prerequisites and other information regarding the courses that comprise these programs are located in the respective department's section of the catalog, i.e., English.

English/History for Middle School Teachers

Program Advisors
Robert Bellinger, Ph.D., *Associate Professor of History*

Kathleen B. Grathwol, Ph.D., *Associate Professor of English*

Requirements for the Major

Core and Divisional Requirements

| | |
|---------|-----------------------|
| ENG 101 | Freshman English I |
| ENG 102 | Freshman English II |
| ENG 213 | English Literature I |
| ENG 214 | English Literature II |
| HST 121 | World History I |

English

18 Credit Hours

| | |
|---------|---------------------------------|
| ENG 201 | Intermediate Writing |
| ENG 215 | American Literature |
| ENG 216 | World Literature in English |
| ENG 312 | History of the English Language |

Beyond the required English courses, the Middle School teacher candidate will consult with his/her academic advisor to select the additional 6 credits, based on the student's interest and background.

History

18 Credit Hours

| | |
|---------|---|
| HST 122 | World History II |
| HST 181 | American History I |
| HST 182 | American History II |
| HST 292 | American Foreign Relations Since 1898 |
| HST 389 | American Constitutional History I |
| HST 526 | History in the Middle School Curriculum |

General Science/Mathematics for Middle School Teachers

Program Advisors

William Andrew Burgess, Ph.D., *Assistant Professor of Biology*

Paul N. Ezust, Ph.D., *Professor of Math and Computer Science*

Requirements for the Major

Core and Divisional Requirements

| | |
|-----------|---|
| CHEM 111 | General Chemistry I |
| CHEM L111 | General Chemistry I Lab |
| CHEM 112 | General Chemistry II |
| CHEM L112 | General Chemistry II Lab |
| SCI 301 | Science and Technology Today |
| CMPSC 110 | Learning, Thinking, and Problem Solving |
| MATH 161 | Calculus I |

General Science

18 Credit Hours

| | |
|-----------|------------------------|
| BIO 111 | Major's Biology |
| BIO L111 | Major's Biology Lab |
| BIO 114 | Zoology |
| BIO L114 | Zoology Lab |
| PHYS 111 | College Physics I |
| PHYS L111 | College Physics I Lab |
| PHYS 112 | College Physics II |
| PHYS L112 | College Physics II Lab |

Beyond the required Science courses, the Middle School teacher candidate will consult with his/her academic advisor to select the remaining 2 credits, based on the student's interest and background.

Mathematics

18 Credit Hours

| | |
|-----------|----------------------------------|
| CMPSC 122 | Introduction to Computer Science |
| MATH 162 | Calculus II |
| MATH 241 | Statistical Analysis |
| MATH 351 | Geometry |
| MATH T504 | Connected Math I |
| MATH T505 | Connected Math II |

Procedure for Declaring a Minor

Application checklists are available from the Program Director; application packets should be submitted directly to the appropriate Program Director. You can expect a decision within 10 days of submitting your materials.

Minor in Middle School Teaching**Program Advisors:**

Sarah M. Carroll, Ed.D., *Program Director and Associate Professor*

Glen A. Lewandowski, Ed.D., *Director of Student Teaching and Professor*

Sheila M. Mahoney, Ed.D., *Associate Professor*

College of Arts and Science Faculty Advisors

Robert Bellinger, Ph.D., *Associate Professor of History*

William Andrew Burgess, Ph.D., *Assistant Professor of Biology*

Paul N. Ezust, Ph.D., *Chair and Professor of Math and Computer Science*

Kathleen B. Grathwol, Ph.D., *Associate Professor of English*

Requirements for the Minor

Students may begin taking courses in the program as early as their freshman year.

1. Major in English/History or General Science/Mathematics for Middle School Teachers (see above).
2. Junior Standing and Minimum GPA of 3.0.
3. Two letters of recommendation.
4. Passing scores on the Communication and Literacy Skills sections of the Massachusetts Tests for Educator Licensure (MTEL).

| Required Courses | | 21 Semester Hours |
|-------------------------|---------------------------------------|--------------------------|
| EHS 500 | Foundations of Education | |
| EHS 501* | Adolescent Development | |
| EHS 502 | Educational Psychology | |
| EHS 506* | Reading Theory, Pedagogy and Practice | |
| EHS 511* | Middle School Curriculum and Pedagogy | |
| EHS 514 | Methods and Models of Teaching | |
| EHS 515 | Practicum: Middle School Teaching | |

*Prerequisite courses for EHS 515

Minor in Secondary School Teaching**Program Advisors:**

Sarah M. Carroll, Ed.D., *Program Director and Associate Professor*

Glen A. Lewandowski, Ed.D., *Director of Student Teaching and Professor*

Sheila M. Mahoney, Ed.D., *Associate Professor*

College of Arts and Science Faculty Advisors

Barbara Abrams, Ph.D., *Assistant Professor of Humanities and Modern Languages*

Agnes S. Bain, Ph.D., *Chair and Professor of Government (Political Science/Political Philosophy)*

Robert Bellinger, Ph.D., *Associate Professor of History*

William Andrew Burgess, Ph.D., *Assistant Professor of Biology*

Joseph Cuiryla, B.A., *Instructor of Chemistry*

Paul N. Ezust, Ph.D., *Chair and Professor of Math and Computer Science*

Audrey Goldstein, M.F.A., *Associate Professor of Art and Design (Visual Arts)*

Kathleen B. Grathwol, Ph.D., *Associate Professor of English*

Walter H. Johnson, Ph.D., *Chair and Professor of Physics*

Marilyn J. Plotkins, Ph.D., *Chair and Professor of Theatre Arts*

Jay Rosellini, Ph.D., *Chair and Professor of Humanities and Modern Languages (German and Spanish)*

Requirements for the Minor

Students may begin taking courses in the program as early as their freshman year.

1. A major in one of the following subjects: Biology, Chemistry, English, French, German, History, Mathematics, NESAD (Visual Arts), Physics, Political Science/Political Philosophy (Government), Physics, Spanish or Theatre Art.
2. Junior Standing and Minimum GPA of 3.0.
3. Two letters of recommendation.
4. Passing scores on the Communication and Literacy Skills sections of the Massachusetts Tests for Educator Licensure (MTEL).

College of Arts and Sciences

| Required Courses | 21 Semester Hours |
|-----------------------------------|---|
| EHS 500 | Foundations of Education |
| EHS 502* | Educational Psychology |
| EHS 503* | Schooling and Social Inequality: Race, Class, and Gender |
| EHS 508* | Skills for Secondary Educators |
| EHS 512* | Secondary Curriculum and Pedagogy |
| EHS 514 | Methods and Models of Teaching |
| EHS 516 | Practicum: Secondary School Teaching |
| *Prerequisite courses for EHS 516 | |

Suggested Course of Study for a minor in Secondary Education; consult with your academic major advisor to plan a course of study around the requirements and suggested courses, listed below.

Bachelor of Science Degree

| Freshman Year | Semester Hours |
|---------------|--|
| IS 111 | Science and Humanities I.....3 |
| IS 112 | Science and Humanities II.....3 |
| ENG 101 | Freshman English I.....3 |
| ENG 102 | Freshman English II.....3 |
| MATH 137 | *Learning and Communicating Math.....3 |
| CMPSC 110 | *Learning, Thinking, and Problem Solving.....3 |
| CJN 103 | Rhetorical Communication.....3 |
| PHIL ____ | Ethics (PHIL 119, 123 or 127).....3 |
| _____ | Course in Major.....3 |
| _____ | Course in Major.....3 |
| 30 | |

| Sophomore Year | Semester Hours |
|-----------------------|--|
| ENG 213 | Literary Masters of England I.....3 |
| ENG 214 or 215 or 216 | Literary Masters of England II.....3 |
| _____ | American Literature |
| _____ | World Literature |
| _____ | Natural Science Requirement (plus Lab).....4 |
| _____ | Natural Science Requirement (plus Lab).....4 |
| EHS 502 | Educational Psychology.....3 (Fulfills Social Sciences Division Req. – Group B) (Pre-practica field-based component: 10 hours) |
| EHS 509 | Schooling and Social Inequality.....3 (Fulfills Cultural Diversity Req. – Group A) |
| HUM ____ | Humanities Req. (HUM 101, 102, 105, 106, 111, or 112).....3 |
| _____ | Course in Major.....3 |
| _____ | Course in Major.....3 |
| _____ | Course in Major.....3 |
| 32 | |

| Junior Year | Semester Hours |
|-------------|--|
| _____ | Course in Major.....3 |
| _____ | Course in Major.....3 |
| _____ | Course in Major.....3 |
| _____ | Course in Major.....3 |
| CJN 216 | *Intercultural Communication.....3 (Fulfills Cultural Diversity Req. – Group B) |
| _____ | Social Science Requirement.....3 |
| _____ | Humanities Requirement.....3 |
| SCI 301 | Science and Technology Today.....3 |
| EHS 500 | Foundations of Education.....3 |
| EHS 508 | Skills for Secondary Educators.....3 (Pre-practica field-based component: 15 hours) |
| 30 | |

| Senior Year | Semester Hours |
|-------------|---|
| EHS 512 | Secondary Pedagogy.....3 (Pre-practica field-based component: 50 hours) (Fall Semester) |
| EHS 514 | Methods and Models of Teaching.....3 (Spring Semester) |
| EHS 516 | Practicum: Secondary Student Teaching.....6 (150 hours, 10 weeks, five days a week) (Spring Semester) |
| _____ | Social Science Requirement.....3 |
| _____ | Humanities Requirement.....3 |
| _____ | Course in Major.....3 |
| _____ | Course in Major.....3 |
| _____ | Course in Major.....3 |
| _____ | Course in Major.....3 |
| 30 | |

Bachelor of Arts Degree

| Freshman Year | Semester Hours |
|---------------|--|
| IS 111 | Science and Humanities I.....3 |
| IS 112 | Science and Humanities II.....3 |
| ENG 101 | Freshman English I.....3 |
| ENG 102 | Freshman English II.....3 |
| MATH 137 | *Learning and Communicating Math.....3 |
| CMPSC 110 | *Learning, Thinking, and Problem Solving.....3 |
| CJN 103 | Rhetorical Communication.....3 |
| PHIL ____ | Ethics (PHIL 119, 123 or 127).....3 |
| _____ | Course in Major.....3 |
| _____ | Course in Major.....3 |
| 30 | |

*These courses are taken from respective options lists and are strongly recommended, although not required, for prospective secondary educators.

| Sophomore Year | Semester Hours |
|--|-----------------------|
| _____ Foreign Language Requirement..... | 3 |
| _____ Foreign Language Requirement..... | 3 |
| ENG 213 Literary Masters of England I | 3 |
| ENG 214 or Literary Masters of England II | 3 |
| 215 or American Literature | 3 |
| 216 World Literature | 3 |
| _____ Natural Science Requirement (plus Lab) | 4 |
| _____ Natural Science Requirement (plus Lab) | 4 |
| EHS 502 Educational Psychology | 3 |
| (Fulfills Social Sciences Division Req. – Group B) | |
| (Pre-practica field-based component: 10 hours) | |
| HUM ____ Humanities Req. (HUM 101, 102, 105, | 3 |
| 106, 111, or 112) | |
| _____ Course in Major | 3 |
| _____ Course in Major | 3 |
| 32 | |

| Junior Year | Semester Hours |
|--|-----------------------|
| _____ Course in Major | 3 |
| _____ Course in Major | 3 |
| _____ Course in Major | 3 |
| _____ Course in Major | 3 |
| _____ Course in Major | 3 |
| _____ Social Science Requirement..... | 3 |
| CJN 216 *Intercultural Communication | 3 |
| (Fulfills Cultural Diversity Req. – Group B) | |
| EHS 500 Foundations of Education | 3 |
| EHS 508 Skills for Secondary Educators | 3 |
| (Pre-practica field-based component: 15 hours) | |
| EHS 503 Schooling and Social Inequality | 3 |
| (Fulfills Cultural Diversity Req. – Group A) | |
| 30 | |

| Senior Year | Semester Hours |
|---|-----------------------|
| EHS 512 Secondary Pedagogy..... | 3 |
| (Pre-practica field-based component: 50 hours) | |
| (Fall semester) | |
| EHS 514 Methods and Models of Teaching | 3 |
| (Spring Semester) | |
| EHS 516 Practicum: Secondary Student Teaching | 6 |
| (150 hours, 10 weeks, 5 days a week) | |
| (Spring Semester) | |
| _____ Social Science Requirement..... | 3 |
| SCI 301 Science and Technology Today | 3 |
| _____ Humanities Requirement | 3 |
| _____ Course in Major | 3 |
| _____ Course in Major | 3 |
| _____ Course in Major | 3 |
| 31 | |

**These courses are taken from respective options lists and are strongly recommended, although not required, for prospective secondary educators.*

Paralegal Studies Programs

Program Advisor:

Lynne D. Dahlborg, J.D.

Program Faculty:

Allan M. Tow, J.D., Mary M. Flaherty, J.D.

The Paralegal Studies programs at Suffolk offer theoretical and practical education for individuals who wish to work in a law office or law-related setting. In recent years, non lawyer professionals such as paralegals and legal nurse consultants have been assuming many responsibilities in a law office environment. In Paralegal Studies, Suffolk offers an Associate's degree, a Bachelor's degree, a minor toward the Bachelor's degree and a Certificate.

The paralegal profession, born in the early 1970s, has been growing over the last few decades, and continues to be a fast growing occupation, according to the U.S. Department of Labor. Paralegals work in various law-related settings under the supervision of a lawyer, assisting in preparation for trial, interviewing clients, drafting documents and conducting research, gathering and organizing information, and performing many other functions.

Legal Nurse Consultants are Registered Nurses who obtain additional legal training in order to serve as medical consultants for law offices which need help reading and interpreting medical records, understanding the standard of care, dealing with health maintenance organizations, and performing other specialized functions. Suffolk's Legal Nurse Consultant Certificate offers registered nurses the opportunity to gain the legal knowledge to serve as a legal consultant, and to set up their own business, if they choose. Nurses who do not have a Bachelor's degree may want to consider pursuing a Paralegal Studies degree in order to become a nurse paralegal, combining their medical knowledge with the legal background which the Paralegal Studies program provides.

The courses in this program are not intended primarily for pre-legal study, but as a law employment credential. Paralegals and Legal Nurse Consultants work in law offices, corporations, government agencies, insurance companies, public legal assistance agencies or other facilities under the supervision of an attorney, and are lay persons not licensed to practice law independently.

Suffolk University's Paralegal Studies programs are approved by the **American Bar Association**.

Awards to Paralegal Students

The West Publishing Co's Outstanding Paralegal Student Award is given to one student in the Certificate program and one in the Degree program each spring. Criteria includes grade point average, service to the University, and completion of at least one-half of the academic schedule.

Each semester, students with excellent performance and demonstrated proficiency in the study of Legal Research and Writing (EHS 361, EHS 382, or EHS 385) are given an award to recognize excellence in legal research and writing. One student each semester in each section of Legal Research & Writing I and II or Advanced Legal Research & Writing is awarded a certificate.

Suffolk University is a charter member of Lambda Epsilon Chi (LEX), the National Paralegal Honor Society. Each spring, graduating seniors and those completing the Paralegal Certificate who demonstrate superior academic accomplishment will be inducted into LEX. No more than twenty percent of graduates may be inducted in any one year.

Bachelor's Degrees

Students may pursue either a B.A. or B.S. in Education and Human Services with a major in Paralegal Studies. Students *must* complete thirty-seven hours (thirteen courses) in their paralegal major, and the required courses for the chosen degree. Of the thirteen major courses, students must take eight required courses including an internship working as a paralegal in their senior year, plus accompanying seminar, and may choose five of the thirty paralegal electives offered.

Except for EHS 264, Introduction to Law and the Legal System, major courses may not be taken until the sophomore year.

Transfer students working toward a Bachelor's degree in paralegal studies *must* take at least seven paralegal courses including two *required* paralegal courses while in residence at Suffolk University.

Transfer students from an ABA-approved paralegal program must take at least six paralegal courses including two required paralegal courses while in residence at Suffolk University.

Bachelor of Science Degree

| Freshman Year | Semester Hours |
|---------------|--|
| IS 111 | Sciences and Humanities I3 |
| IS 112 | Sciences and Humanities II3 |
| ENG 101 | Freshman English I.....3 |
| ENG 102 | Freshman English II3 |
| MATH ____ | Freshman Math (MATH 130, 134, 146 or 164).....3 |
| CMPSC ____ | Computer Science (CMPS 110, 120, 121 or 131).....3 |
| CJN 103 | Rhetorical Communication.....3 |
| EHS 264 | Introduction to Law3 |
| ____ | Free Elective3 |
| PHIL ____ | Ethics (PHIL 119, 123 or 127).....3 |
| | 30 |

| Sophomore Year | Semester Hours |
|-----------------|--|
| ENG 213 | Literary Masters of England I3 |
| ENG 214/215/216 | Literary Masters of England II/ American Literature/World Lit.....3 |
| ____ | Natural Science Requirement (plus Lab)4 |
| ____ | Natural Science Requirement (plus Lab)4 |
| EHS 360 | Fundamentals of Legal Assisting.....3 |
| EHS 363 | Law of Contracts3 |
| ____ | Cultural Diversity Req.3 |
| HUM ____ | Humanities Req. (HUM 101, 102, 103, 105, 106, 111, or 112)3 |
| ____ | Social Science Requirement.....3 |
| ____ | Free Elective3 |
| | 32 |

| Junior Year | Semester Hours |
|-------------|--------------------------------------|
| EHS 361 | Legal Research & Writing I3 |
| EHS 362 | Civil Litigation & Procedure3 |
| EHS 385 | Legal Research and Writing II3 |
| EHS ____ | Paralegal Elective3 |
| EHS ____ | Paralegal Elective3 |
| ____ | Social Science Requirement.....3 |
| ____ | Humanities Requirement.....3 |
| SCI 301 | Integrated Natural Science3 |
| ____ | Free Elective3 |
| ____ | Free Elective3 |
| | 30 |

| Senior Year | Semester Hours |
|-------------|---------------------------------------|
| EHS 381 | Paralegal Internship3 |
| EHS L381 | Issues in Legal Workplace1 |
| EHS ____ | Paralegal Elective3 |
| EHS ____ | Paralegal Elective3 |
| EHS ____ | Paralegal Elective3 |
| ____ | Social Science Requirement.....3 |
| ____ | Humanities Requirement.....3 |
| ____ | Cultural Diversity Requirement3 |
| ____ | Free Elective3 |
| ____ | Free Elective3 |
| ____ | Free Elective3 |
| | 31 |

Bachelor of Arts Degree

| Freshman Year | Semester Hours |
|---|----------------|
| IS 111 Sciences and Humanities I | 3 |
| IS 112 Sciences and Humanities II | 3 |
| ENG 101 Freshman English I | 3 |
| ENG 102 Freshman English II | 3 |
| MATH _____ Freshman Math (MATH 130, 134, 146 or 164) | 3 |
| CMPSC _____ Computer Science (CMPSC 110, 120, 121 or 131) | 3 |
| CJN 103 Rhetorical Communication | 3 |
| EHS 264 Introduction to Law | 3 |
| _____ Free Elective | 3 |
| PHIL _____ Ethics (PHIL 119, 123 or 127) | 3 |
| | 30 |

| Sophomore Year | Semester Hours |
|---|----------------|
| _____ Foreign Language Requirement | 3 |
| _____ Foreign Language Requirement | 3 |
| ENG 213 Literary Masters of England I | 3 |
| ENG 214/215/ Literary Masters of England II/ | |
| 216 American Lit/World Lit | 3 |
| _____ Natural Science Requirement (including Lab) | 4 |
| _____ Natural Science Requirement (including Lab) | 4 |
| EHS 360 Fundamentals of Legal Assisting | 3 |
| EHS 363 Law of Contracts | 3 |
| _____ Cultural Diversity Requirement | 3 |
| _____ Social Science Requirement | 3 |
| | 32 |

| Junior Year | Semester Hours |
|---|----------------|
| EHS 361 Legal Research & Writing I | 3 |
| EHS 362 Civil Litigation & Procedure | 3 |
| EHS 385 Legal Research and Writing II | 3 |
| EHS _____ Paralegal Elective | 3 |
| EHS _____ Paralegal Elective | 3 |
| _____ Social Science Requirements | 3 |
| _____ Humanities Requirement | 3 |
| SCI 301 Integrated Natural Science | 3 |
| _____ Free Elective | 3 |
| _____ Free Elective | 3 |
| | 30 |

| Senior Year | Semester Hours |
|--|----------------|
| EHS 381 Paralegal Internship | 3 |
| EHS L381 Issues in Legal Workplace | 1 |
| EHS _____ Paralegal Elective | 3 |
| EHS _____ Paralegal Elective | 3 |
| EHS _____ Paralegal Elective | 3 |
| _____ Social Science Requirement | 3 |
| _____ Cultural Diversity Requirement | 3 |
| _____ Humanities Requirement | 3 |
| _____ Free Elective | 3 |
| _____ Free Elective | 3 |
| _____ Free Elective | 3 |
| | 31 |

Associate's Degree

Students desiring to obtain a degree in two years may pursue an Associate in Science (A.S.) in Education and Human Services with a major in Paralegal Studies. Students must complete thirty hours (ten courses) in their paralegal major and the required courses for the chosen degree. Of those ten courses, students must take six required courses and may choose four of the thirty paralegal electives offered. One of those electives may be an internship working as a paralegal (EHS 381) accompanied by the Issues in the Workplace seminar (EHS L381) after the student has completed at least fifteen hours of Paralegal Studies course work.

Except for EHS 264, Introduction to Law and the Legal System, major courses may not be taken until the sophomore year.

1. Freshman English Sequence6 hours
ENG 101-102
Note: Exceptions to the ENG 101-102 may be made. See Freshman English Sequence under B.S. degree requirements.
 2. Mathematics or Computer Science3 hours
a. MATH 110 or MATH 130, MATH 134, MATH 146, MATH 161 or CMPSC 120, CMPSC 121, CMPSC 131 or 110.
 3. Natural Science Requirement8 hours
See course listings under B.S. degree requirements. Natural science requirements is a two-semester science course sequence and accompanying lab in any one physical or life science.
 4. ENG 2133 hours
 5. Speech (CJN 103) or Ethics (PHIL 119, 127 or 123)3 hours
 6. Social Science/Humanities Req12 hours
Two courses each in the social sciences (one social science requirement is satisfied by a required paralegal course, EHS 264, Introduction to Law and the Legal System) and the humanities. For course choices, see Humanities Requirement section, or Social Science Requirement section, under B.S. Degree.
 7. Major Courses (6 Required & 4 Elective)30 hours
 8. Cultural Diversity (Doubled counted)3 hours
- TOTAL68 hours
Major courses do not begin until the Sophomore year.

Transfer students working towards an Associate's degree *must* take five Paralegal courses at Suffolk and two of the five courses must be required.

Certificate in Paralegal Studies

Program Faculty:

Lynne D. Dahlborg, J.D., *Program Director*;
Allan M. Tow, J.D., Mary M. Flaherty, J.D.

Admissions Requirements

All candidates desiring to be considered for admission to the Certificate in Paralegal Studies must satisfy at least one of the following requirements:

1. Have earned 30 general education credits from an accredited post secondary institution; or
2. Hold a Bachelor's degree from an accredited institution.

If a candidate lacks the preceding education qualification, then option number 3 may be satisfied:

3. Be recommended in writing by (a) supervising attorney(s) who will attest to the candidate's successful employment for the equivalent of two years of performing suitable and significant tasks in an appropriate law-related setting, and consequent qualification for the study of law without the completion of general education course work. Admission under option 3 is at the discretion of the Director, as no more than 10% of those admitted may come under this option.

The Certificate in Paralegal Studies program consists of ten three-credit courses: 6 required courses and 4 electives, for a total of 30 credit hours. Students are encouraged to take the required courses as early in their studies as possible, with the two starred* courses below especially recommended for beginning students.

Students are then encouraged to take EHS – 361 Legal Research & Writing I as their third paralegal course, and EHS 385 – Legal Research & Writing II as their fourth course.

Required Courses

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|---|--|
| *EHS 264 | Introduction to Law & the Legal System |
| *EHS 360 | Fundamentals of Legal Assisting |
| EHS 361 | Legal Research and Writing I |
| EHS 362 | Civil Litigation and Procedures |
| EHS 363 | Law of Contracts |
| EHS 385 | Legal Research & Writing II |
| *Strongly encouraged for beginning students | |

Elective Courses

| | |
|---------|------------------------------------|
| EHS 365 | Estates and Trusts |
| EHS 366 | Law of Business Organization |
| EHS 367 | Criminal Litigation |
| EHS 368 | Real Estate Law |
| EHS 369 | Domestic Relations |
| EHS 370 | Administrative Law |
| EHS 371 | Consumer Law |
| EHS 372 | Environmental Law |
| EHS 373 | Administration of Estates & Trusts |
| EHS 374 | Personal Injury Law |
| EHS 375 | Computers in the Law |
| EHS 376 | Health Care Law & Terminology |
| EHS 377 | Advanced Tort Litigation |
| EHS 378 | Alternative Dispute Resolution |
| EHS 379 | Advanced Environmental Law |
| EHS 380 | Administrative Advocacy |
| EHS 381 | Paralegal Internship |

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|----------|------------------------------------|
| EHS L381 | Issues in the Legal Workplace |
| EHS 382 | Advanced Legal Research & Writing |
| EHS 383 | Immigration Law |
| EHS 384 | Intellectual Property |
| EHS 387 | Bankruptcy Law |
| EHS 388 | Securities Law |
| EHS 389 | Worker's Compensation |
| EHS 390 | Employment Law |
| EHS 391 | Domestic Violence, Abuse & Neglect |
| EHS 392 | Advanced Litigation and Procedure |
| EHS 393 | Elder Law |
| EHS 396 | International Law |

Certificate in Legal Nurse Consulting

Lynne D. Dahlborg, J.D., *Program Director*;
Allan M. Tow, J.D.; Mary M. Flaherty, J.D.

Program Description

A Legal Nurse Consultant is a medical consultant who works with an attorney in order to help the attorney understand the voluminous and highly technical information about medical procedures, the practice of medicine or just elementary anatomy.

With legal training available through Suffolk University's Paralegal Studies program, a registered nurse can become a full-fledged LNC. A LNC uses specialized medical knowledge and legal expertise to consult insurance companies, health maintenance organizations, hospitals, public health organizations, and, of course, attorneys. A LNC is essentially a medical professional with legal training. As either a free-lance consultant or a full-time legal and medical expert, a LNC has knowledge of both legal ethics and medical ethics, litigation and treatment, and even environmental matters. Patients and clients can benefit from their combined expertise. Suffolk's LNC program is approved by the American Bar Association.

Admissions Requirements

All candidates desiring to be considered for admission to the Certificate in Legal Nurse Consulting must satisfy **both** of the following requirements:

1. Hold a Bachelor's degree from an accredited institution, **and**
2. Have completed 2000 hours of clinical experience as a registered nurse.

The Certificate in Legal Nurse Consulting program consists of six three-credit courses: 5 required courses and 1 elective, for a total of 18 credit hours.

The curriculum for the Legal Nurse Consultant certificate will consist of eighteen credits in the following courses:

| | |
|-----------|--|
| EHS 394 | Introduction to Legal Nurse Consulting and the Law |
| EHS 361 | Legal Research and Writing I (offered fall semester only) |
| EHS 362 | Civil Litigation and Procedure |
| EHS 374 | Personal Injury Law |
| EHS 395 | Selected Topics in Law and Medicine |
| EHS _____ | Elective from Paralegal legal specialty course offerings (includes all paralegal courses EHS 365 to 394 except EHS 376, EHS 381/L381, and 396) Especially recommended are EHS 372, EHS 377, EHS 389, EHS 392, and EHS 393. |

Minor in Paralegal Studies

Students may elect a minor by completing a total of 18 credit hours of Paralegal courses, distributed as follows:

| | |
|--|--|
| EHS 360 | Fundamentals of Legal Assisting (3 credits) |
| EHS 361 | Legal Research and Writing I (3 credits; offered only Fall semester) |
| EHS 362 | Civil Litigation and Procedure (3 credits) |
| Any other Paralegal/Legal Specialty course – not EHS 264 and not EHS 396 (9 credits) | |
| Paralegal minors must see an advisor in the Paralegal Studies Program | |

Undergraduate Education and Human Services Courses

EHS 101 – Contemporary Issues in American Education

Examines topics regarding American education. The interplay among students, parents, teachers, and different segments of society and governments is stressed.

1 term – 3 semester hours.

Normally offered yearly.

EHS 200 – Foundations of Education

Introduction to the organization, role and purposes of education in American society. Considers the philosophical, historical, social foundations of education. Develops an awareness of teaching the culturally diverse and special needs student.

1 term – 3 semester hours.

Normally offered yearly.

EHS 201 – Childhood and Adolescence in Contemporary Society

This course examines the development of children and adolescents from biological, psychological, and sociological perspectives. Major themes and changes associated with each developmental stage are discussed. The course explores practical implications of theory and research (parenting, juvenile justice, etc.), and current topics in child and adolescent development. Class format includes lectures, discussion, debates, and direct observation of children.

1 term – 3 semester hours.

Normally offered yearly.

EHS 202 – Educational Psychology

Examines the nature and development of human abilities and the teaching-learning process. Considers the facts and generalizations of child and adolescent growth and development, working with diverse cultures, and special needs children in school settings.

1 term – 3 semester hours.

Normally offered yearly.

EHS 264 – Introduction to Law and the Legal System

(Formerly EHS 364) Introduction to civil, criminal and constitutional law, with special focus on procedural law and the federal and state court systems. Limitations of the courts, forms of remedies, the law of equity and institutional sources of American law will also be studied. Introduction to judicial cases and brief writing.

1 term – 3 semester hours.

Normally offered yearly.

EHS 360 – Fundamentals of Legal Assisting

Introduces the student to the responsibilities of paralegals and to the culture of the legal profession. Topics include the development of paralegalism as a profession, the definition of the practice of law, ethical considerations, interviewing techniques, legal research, law office management, and client relationships.

1 term – 3 semester hours.

Normally offered yearly.

EHS 361 – Legal Research & Writing I

How to use the law library, perform legal research, write legal analysis in memorandum form, and use computers as a research tool. Initial focus is on learning how to find legal materials, including federal and state case law, statutory law, and administrative law. Use of finding tools such as digests, encyclopedias, and CALR will be studied, as will shepardizing. Focus also on legal writing, from letters through case analysis.

1 term – 3 semester hours.

Normally offered fall semester.

EHS 362 – Civil Litigation and Procedure

The Rules of Civil Procedure dictate the steps taken in state and federal lawsuits. This course will acquaint students with rules and the practical requirements of the rules, from filing a complaint to clarifying a judgement and to the duties of paralegals in a litigation office.

1 term – 3 semester hours.

Normally offered yearly.

EHS 363 – Law of Contracts

The existence and validity of a contract is determined by specific rules. Students will learn about formation through offer and acceptance, contract enforceability, the necessity of consideration, and breach of contract and will draft contract provisions as a paralegal might in a law office.

1 term – 3 semester hours.

Normally offered yearly.

EHS 365 – Estates and Trusts

State laws affect the disposition of an individual's estate at death, and both state and federal laws tax estates. Paralegals can be valuable in information gathering for estates and trusts, and can assist in drafting basic documents.

Prerequisite: EHS 360 or 264 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 366 – Law of Business Organization

Corporations, partnerships, and sole proprietorships are different business organizations created by special rules. Agency law which affects businesses will also be studied in this course. The role of paralegals in corporate and other business law will be studied.

Prerequisite: EHS 360 or 264 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 367 – Criminal Litigation

Constitutional law, the Rules of Criminal Procedure and the common law definitions of crimes will be studied. Acquaints the student with the complex areas of criminal litigation and the progression of a case through the courts, as well as the role as the paralegal.

Prerequisite: EHS 361 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 368 – Real Estate Law

This course will present common law real estate principles and the effect of federal agencies on the buying and selling of real property. Sample forms including leases, purchase and sale agreements, and closing forms are reviewed and drafted.

Prerequisite: EHS 264 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 369 – Domestic Relations

Family law includes divorce, separate support, custody, property division, and abuse prevention petitions. Essentially an area of state law, it is often the backbone of general practice law firms. The role of paralegals in a family law office will be studied.

Prerequisite: EHS 264 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 370 – Administrative Law

Federal and state administrative agencies such as FTC, NLRB, and EEOC are extensive sources of law. Familiarity with these agencies is useful in labor relations, corporate law, education law, and other areas where a paralegal may work.

Prerequisite: EHS 361 or 264 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 371 – Consumer Law

Federal and state statutes protect consumers in many ways. This course will deal with such important laws as the Truth-in-Lending Act and the Massachusetts CH 93 A, Consumer Protection Statute, and remedies available to consumers. The role of paralegals in consumer law will be studied.

Prerequisite: EHS 264 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 372 – Environmental Law

Environmental protection statutes have been enacted by federal and state governments and are carried out by Environmental Protection Agencies. This new and growing area of law, its enforcement, and the role of paralegals will be studied.

Prerequisite: EHS 361 or 264 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 373 – Administration of Estates & Trusts

Complicated and precise steps must be followed to see that an estate is properly handled at death, whether there was a will or not. Trusts also must be administered by someone familiar with the law, including tax law, which will be studied in this course.

Prerequisite: EHS 365 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 374 – Personal Injury Law

Many civil suits arise when the negligence of an individual creates injury to another. Elements of negligence law and specific types of cases such as automobile accidents and medical malpractice will be studied, with an emphasis on practical aspects of drafting and research for the prospective paralegal.

Prerequisite: EHS 362 and 361 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 375 – Computers in the Law

The role of computers and software in the law office as it affects the legal assistant. Lecture and hands-on applications will focus on the changing technology of computer hardware through fact scenario that students will use to track from introduction to resolution in litigation. Focus on software applications involving word processing, spreadsheets, billing, diary and scheduling, research and use of the Internet.

Prerequisite: Computer familiarity and EHS 362 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 376 – Health Care Law and Terminology

Health care issues such as basic anatomy and physiology, reviewing medical literature, and understanding common medical terminology will be studied. Litigation issues such as preparing for a medical malpractice tribunal, selecting an expert witness, reading medical records, damages and preparing discovery for both the plaintiff and defendant are included.

Prerequisite: EHS 374 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 377 – Advanced Tort Litigation

Substantive and procedural aspects of personal injury litigation such as lead paint, medical malpractice, "toxic" torts, asbestos, and hazardous waste litigation will be studied. Issues of tort reform and the defense component of this litigation will be included.

Prerequisite: EHS 374 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 378 – Alternative Dispute Resolution

The roles of arbitration, mediation and negotiation in legal disputes and litigation will be studied. The course will teach techniques on how to prepare a case for ADR.

Prerequisite: EHS 362 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 380 – Administrative Advocacy and Procedure

Students will prepare and present cases in simulated trials and hearings. Materials and discussions will focus upon the role of the student advocate as participant in the administrative hearing. Case studies and hands-on exercises will focus especially on environmental law, immigration law, various public entitlements (SSA disability, Workers' Comp. and Unemployment), and the Americans with Disabilities Act.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 381 – Paralegal Internship

A one-semester internship in a law office, a governmental agency, insurance company, or a for-profit or non-profit corporation, depending on the positions available during each semester. For specific placements/information, students must contact the Director of Paralegal Studies prior to the start of each semester. Must be taken concurrently with EHS L381.

Prerequisite: Senior status and 15 hours in Paralegal Studies or permission of instructor.

1 term – 3 semester hours.

Normally offered spring and summer.

EHS L381 – Issues in the Legal Workplace

Seminar for exploration of workplace issues for paralegals students who are enrolled in EHS 381 – Paralegal internships. Once a week seminars will discuss such topics as ethical considerations in a law office, experiences gained as paralegal interns, and seeking paralegal employment.

Prerequisite: Concurrent enrollment in EHS 381.

Normally offered spring and summer.

EHS 382 – Advanced Legal Research & Writing

Building on the library and writing skills learned in EHS 361 and EHS 385, students will broaden their ability to locate cases, statutes and regulations in the law library, and to prepare legal writing such as memoranda and briefs, while developing proficiency in Westlaw and Lexis/Nexis.

Prerequisite: EHS 361, 385, or permission of the instructor.

3 semester hours.

Normally offered alternate years.

EHS 383 – Immigration Law

Study of the immigration and nationality laws of the United States focusing on the interplay of the administrative agencies which administer those laws: Justice Department, Labor Department, and State Department. Topics include the immigrant selection system; the issuance of non-immigrant visas; grounds for excluding aliens and waiver of excludability; grounds for removal; change of status, and refugee and asylum status. Special emphasis upon the paralegal's role in representing and communicating sensitively with aliens.

Prerequisite: EHS 361 and 264 or permission of the instructor.

Normally offered alternate years.

EHS 384 – Intellectual Property

A survey of the law of the protection of ideas, trade secrets, inventions, artistic creations, and reputation. The course will briefly review the bases for patent, trademark, copyright and trade secret protection, the distinction among the various forms of intellectual property, and the statutory and common law methods of enforcing rights.

Prerequisite: EHS 361 and 264 or permission of the instructor.

3 semester hours.

Normally offered alternate years.

EHS 385 – Legal Research & Writing II

Building on the skills begun in EHS 361 – Legal Research & Writing I, this course continues the focus on learning how to find legal materials and how to summarize research results. Writing skills will be strengthened through various exercises and revisions. Skill development in legal analysis, writing legal memoranda, and using computer assisted legal research will be emphasized.

Prerequisite: EHS 361 or permission of instructor.

1 term – 3 semester hours.

Normally offered spring semester.

EHS 387 – Bankruptcy Law

Role and powers of the Trustee in bankruptcy, the rights and duties of creditors and debtors, the effect of automatic stay provisions, preferences, fraudulent transfers, liquidation and distribution will be studied. Petitions for individuals (Chapter 7), corporate reorganization (Chapter 11) and wage earner plans (Chapter 13).

Prerequisite: EHS 264 and EHS 361 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 388 – Securities Law

An introduction to the statutes and regulations of the federal securities law and blue sky laws, with special emphasis on the responsibilities paralegals can assume in corporations, mutual funds companies. Special focus on the Securities Act, the Securities Exchange Act, and on due diligence and reporting requirements.

Prerequisite: EHS 361 and EHS 366 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 389 – Worker's Compensation

Explores the legal, administrative, economic, and social foundations of the Worker's Compensation system. Emphasis on the Massachusetts statutory and regulatory environment. Special focus on the paralegal's role in worker's compensation, including client interviews, information gathering, and hearings before the Department of Industrial Accidents.

Prerequisite: EHS 361 and EHS 362 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 390 – Employment Law

The nature of the employment relationship and an overview of constitutional and federal statutory provisions which affect the employment relationship will be studied. Particular emphasis on the Civil Rights Act, the Age Discrimination in Employment Act, and the Americans with Disabilities Act. Statutory provisions regarding benefits and employment-related entitlements will also be studied.

Prerequisite: EHS 360 or EHS 264 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 391 – Domestic Violence, Abuse & Neglect

An opportunity to learn the history of domestic violence including battering, child abuse and child neglect, and the legal response to it. Focus will be on Massachusetts law and its response, especially the Abuse Prevention Act, its application and enforcement, and on laws protecting children from abuse and neglect. Filings, law office issues and special issues in dealing with battered women and abused and neglected children will be included with the psychological issues, cultural issues, and advocacy possibilities.

Prerequisite: EHS 369 or permission of instructor.

1 term – 3 semester hours.

Normally offered yearly.

EHS 392 – Advanced Litigation and Procedure

Building on the skills introduced in EHS 362 – Civil Litigation and Procedure, the study of the rules of evidence, the process of discovery, and the preparation of a case for trial. Evidence and additional litigation theory will be combined with practical applications for prospective paralegals such as deposition abstracting, gathering and preserving evidence and drafting motions.

Prerequisite: EHS 362 and EHS 264 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 393 – Elder Law

With an expanding number of elders in the U.S., their unique legal needs will be addressed by law offices in areas where paralegals can assist. Government benefits, including Social Security and Medicaid, housing, and medical needs will be included in the focus of this course. Estate planning issues will also be considered.

Prerequisite: EHS 361 and EHS 264 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 394 – Introduction to Legal Nurse Consulting and the Law

This required course for the Legal Nurse Consulting Certificate will expose students to the various legal theories and the environments that affect the practice of Legal Nurse Consulting. Beginning with the history of the Legal Nurse Consulting profession, the course discusses medical liability issues, law and the legal system, and the practicalities of establishing a viable Legal Nurse Consulting Practice as an independent consultant to law firms, health care providers, insurance companies or alternative venues.

Prerequisite: Enrollment in LNC Certificate program or permission of program advisor.

1 term – 3 semester hours.

Normally offered yearly.

EHS 395 – Selected Topics in Law and Health Care

Designed to familiarize nurses with prevalent legal issues in the health care field, the course will focus on legal responses to medical errors, advances in medical technology and overall patient care. Additional focus will be on licensing issues of health care professional, standards of competency, institutional roles, liability and judicial risk-benefit balancing. This is a required course for the Legal Nurse Practitioner Certificate.

Prerequisite: EHS 361 or permission of instructor.

1 term – 3 semester hours.

Normally offered yearly.

EHS 396 – International Law

With the globalization of the world economy, legal professional and business people require knowledge of international law more than ever. This course offers students a survey of selected materials in public international law. Covered will be the practical and theoretical issues of international law from the Law of the Sea to business implications to definitions of war and international concepts of justice.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 400 – Directed Study

Members of the Department will meet with students to direct their research in areas of special interest to them. Projects of this sort will be authorized only in unusual circumstances upon the recommendations of the Department Chairperson and with the approval of the Dean.

1 term – 3 semester hours.

Normally offered yearly.

EHS 500 – Foundations of Education

Introduction to the organization, role, and purposes of education in American society. Considers the philosophical, historical, and social foundations of education. Develops an awareness of teaching the culturally diverse and special needs student. Five field observations (10 hours) required.

1 term – 3 semester hours.

Normally offered yearly.

EHS 501 – Adolescent Development

Examines the pre-adolescent and adolescent stages of human development relative to students' learning, social development, and parental relationships. Special emphasis will be placed on deviant classroom behavior and social actions, including outreach and intervention programs. Field observations (10 hours) required.

1 term – 3 semester hours.

Normally offered yearly.

EHS 502 – Educational Psychology

Examines the nature and development of human abilities and the teaching-learning process. Considers the facts and generalizations of child and adolescent growth and development, working with diverse cultures, and special needs children in school settings. Field observations (10 hours) required.

1 term – 3 semester hours.

Normally offered yearly.

EHS 503 – Schooling and Social Inequality: Race, Gender, and Class

The relationship between cultural diversity and schooling is explored by examining impediments to academic achievement and advancement by minority students, non-native English speaking students, and other under-represented groups. Topics include: standardized testing, identification and correction of reading deficiencies, legal and ethical responsibilities of teachers, and promoting equity.

1 term – 3 semester hours.

Normally offered yearly.

EHS 506 – Reading Theory, Pedagogy and Practice

Students will become knowledgeable about the various approaches to teaching reading, decoding, vocabulary development, and comprehension. The use of study skills and application of reading skills in the Middle School content areas will be stressed. Students will be introduced to formal and informal assessment techniques to determine reading instructional needs.

1 term – 3 semester hours.

Normally offered yearly.

EHS 508 – Skills for Secondary Teachers

Examines the interplay between and among teachers, students, parents, and the community in secondary education settings. Topics include: the selection and use of media technology to enhance student learning, involving parents and the community in the teaching/learning process, building learning communities to support equity and democratic values, constructing units of instruction that bridge multiple content areas, and the professional and legal responsibilities of a secondary teacher. Special attention is given to teaching reading, writing, and mathematics in the content areas. Field observations (10 hours) required.

1 term – 3 semester hours.

Normally offered yearly.

EHS 511 – Middle School Curriculum and Pedagogy

Introduces students to the basic competencies of Middle School teaching. Topics include: behavioral problems, classroom management, grouping for instruction, motivation and reward systems, individualized instruction, IEP's, requirements for licensure in Massachusetts, and discipline specific curriculum development using the curriculum frameworks developed by the Massachusetts Department of Education. Field observations and experiences are grounded in theoretical discussion as students begin to develop their personal philosophies of education. Field observations (50 hours) required. Required prior to student teaching.

1 term – 3 semester hours.

Normally offered yearly.

EHS 512 – Secondary Curriculum and Pedagogy

Introduces students to the basic competencies of Secondary school teaching. Topics include: behavioral problems, classroom management, grouping for instruction, motivation and reward systems, individualized instruction, IEP's, requirements for licensure in Massachusetts, and discipline specific curriculum development using the curriculum frameworks developed by the Massachusetts Department of Education. Field observations and experiences are grounded in theoretical discussion as students begin to develop their personal philosophies of education. Field observations (50 hours) required. Required prior to student teaching.

1 term – 3 semester hours.

Normally offered yearly.

EHS 514 – Methods and Models of Teaching

Advanced work in preparing lesson plans and micro-teaching. In-depth analysis of various teaching methods and models and their appropriateness to content and age level of students in secondary settings. Topics include: individualized instruction, cooperative learning, special needs students, teaching critical thinking, developing purposeful homework assignments, and checking for comprehension. Extensive work in writing lesson plans with clear, concise, measurable objectives using the curriculum frameworks developed by the Massachusetts Department of Education. Micro-teaching and peer assessment is a major component of this course.

May be taken concurrently with EHS 515 or 516 Practicum.

1 term – 3 semester hours.

Normally offered yearly.

EHS 515 – Practicum: Middle School Teaching

A 12-week practicum experience as a student teacher in a middle school. See regulations regarding student teaching.

1 term 3 – 6 credit hours.

Normally offered yearly.

EHS 516 – Practicum: Secondary School Teaching

A 12-week practicum experience as a student teacher in a secondary school. See regulations regarding student teaching.

1 term 3 – 6 credit hours.

Normally offered yearly.

ELECTRICAL AND COMPUTER ENGINEERING

Department of Electrical and Computer Engineering

Associate Professor: Christensen, O'Brant, Shatz,
Zatet, Ziad

Head of Laboratories: Rodin, Perov

Part-Time Faculty: Vider, Martinez, Marcos

Administration:

Chairman: Zatet

Program Goals

The goals of the Electrical and Computer Engineering Department are consistent with both the mission of Suffolk University, and with Engineering Criteria 2003-2004 of the Accreditation Board for Engineering and Technology (ABET). Therefore, the Electrical and Computer Engineering Department seeks to provide to people from the widest variety of backgrounds and various degrees of preparation, who are highly capable and motivated:

1. A solid education in the fundamentals of Electrical and Computer Engineering that will prepare the students for industry and graduate study.
2. A solid education in the liberal arts so graduates will be well-rounded and broadminded.
3. Hands-on experience in experimental techniques, including design and building original experiments and data analysis.
4. Many opportunities to improve communication skills, both in oral and written form.
5. An environment that is both supportive and challenging, where students can grow, both in their engineering skills, and as human beings.

Program Outcomes

The outcomes of the Electrical and Computer Engineering Department are consistent with Engineering Criteria 2003-2004 of ABET:

1. Proficiency in mathematics (differential, integral, and multivariate calculus, differential equations, discrete math, statistics and probability, Laplace, Fourier, and other transforms), science (Newtonian mechanics, electricity and magnetism, introductory chemistry), electrical engineering fundamentals (linear circuit theory, nonlinear circuit theory, signal processing, communication theory), computer engineering fundamentals (programming languages, computer organization, data networks, microprocessors, embedded systems).
2. Ability to communicate effectively.
3. Proficiency in experimental techniques – including building of provided experiments, taking and analyzing data; designing and building original experiments.
4. Ability to participate in discussions involving ethical, contemporary and social issues relating to the impact of engineering on society.
5. Ability to work as both an individual and in a team on electrical engineering or multidisciplinary projects.
6. Exposure to professional engineering societies and appreciation of the value of continued learning.
7. Ability to use software simulation and computation, and basic laboratory instrumentation.
8. Preparation of students for graduate-level studies.

Requirements for the Bachelor of Science in Electrical Engineering

Students must satisfy course requirements in two broad areas:

1. General Requirements of all majors in the College of Arts and Sciences (42-48 credits*)
2. Departmental Requirements (84 credits). These are further broken down into two basic categories:

Math and Basic Science Requirements (26 credits)

Engineering Requirements (58 credits)

A listing of the required courses is provided below. The Engineering requirements provide both structure and flexibility. As the individual student progresses into the junior and senior years, personal preference to customize their area of concentration becomes increasingly possible. At the conclusion of their studies the student selects, with the help of the Senior Project Committee, a capstone project that can apply his theoretical and practical experience into a gratifying effort.

Many of the engineering courses are accompanied by a laboratory. The Engineering Department has determined that the analysis and design features of the laboratory exercises are a superior way to join the theoretical with the practical aspects of engineering. A competent engineer should be fluent in both areas.

Within the Engineering curriculum are two major course groups. The 'ECExxx' courses (Electrical and Computer Engineering) have primary focus within the Electrical Engineering field. Course numbers are nominally sorted by a 100, 200, 300, 400 series for each of the four years, freshman, sophomore, junior, and senior, respectively. The 'ENSxxx' courses (Engineering in Science) are characterized by the application of math and science to multi-disciplinary engineering endeavors. They are sometimes taken by students both in and outside of the Electrical Engineering Department to satisfy breadth requirements. A perusal of the topics indicates how they span a variety of fields of study.

During the course of study the student is expected to take at least three elective courses in the EE field, either of ECE or ENS format. However, the student should be mindful that some courses are offered either in alternative years, or when sufficient demand arises.

The Senior Project showcases the talents of each student. Students are encouraged to start early in their education to discover their strengths and interests. The course is most often done one-on-one with an Engineering (and occasionally, alternative science department) faculty member, although it is possible for two students to work together; groups larger than two require special permission.

General Requirements of All Majors

42 to 48 hours**

| English and Literature | Credits |
|--|---------|
| ENG 101, ENG 102..... | 6 |
| ENG 213 (English Literature)..... | 3 |
| ENG 214 or 215 or 216 (ENG LIT Option) | 3 |
| Integrated Studies | |
| IS 111 and IS 112..... | 6 |
| Ethics | |
| PHIL 119, or 123 or 127 | 3 |
| Speech | |
| CJN 103 | 3 |
| Humanities | |
| Humanities Option A | 3 |
| Humanities Option B | 6 |
| Social Sciences | |
| History Option | 3 |
| Social Science Options Group B..... | 3 |
| EC 101..... | 3 |
| Cultural Diversity A**..... | 3 |
| Cultural Diversity B** | 3 |

Departmental Requirements for the Electrical Engineering Degree

| | |
|--|----------|
| Computer Skills (C Programming) | 3 |
| CMPSC 131..... | 3 |
| Mathematics and Basic Science | |
| 26 | |
| Calculus I, II, III | 9 |
| Multivariable Calculus | 3 |
| Differential Equations | 3 |
| University Physics I, II and Labs..... | 8 |
| General Chemistry..... | 4 |

*Elective choices require departmental approval.

**If you double count your Cultural Diversity courses with your Humanities and/or Social Science requirement, you can reduce the number of credits from 48 to 42. Please speak to your advisor about how to do this.

| Engineering Topics | 55 |
|---|----|
| ENS 103 Introduction to Engineering | 3 |
| ENS L202 Scientific Communication..... | 2 |
| ECE 105 Circuit Theory I, with Lab..... | 4 |
| ECE 203 Introduction to Digital Systems, with Lab | 4 |
| ECE 205 Circuit Theory II, with Lab..... | 4 |
| ECE 206 Electronic Devices I, with Lab | 4 |
| ECE 225 Linear Systems..... | 3 |
| ECE 306 Electronic Devices II, with Lab | 4 |
| ECE 325 Engineering Statistics and Probability | 3 |
| ECE 403 Electromagnetic Theory, with Lab | 4 |
| ECE 410 Communication Systems, with Lab | 4 |
| ECE 411 Engineering Senior Project | 4 |
| ECE 430 Digital Signal Processing, with Lab | 4 |
| ECE or ENS Electives* | 9 |

*Elective choices require departmental approval.

**If you double count your Cultural Diversity courses with your Humanities and/or Social Science requirement, you can reduce the number of credits from 48 to 42. Please speak to your advisor about how to do this.

| Freshman Year | Semester Credits |
|--|------------------|
| English I, II | 6 |
| Ethics Requirement..... | 3 |
| Calculus I, II | 6 |
| University Physics I, II with Labs..... | 8 |
| Introduction to Engineering..... | 3 |
| Introduction to Digital Systems, with Lab..... | 4 |
| Circuit Theory I and Lab I..... | 4 |
| | 34 |

| Sophomore Year | Semester Credits |
|-------------------------------------|------------------|
| English Literature I, II | 6 |
| Rhetorical Communication | 3 |
| Computer Science I..... | 3 |
| Calculus III | 3 |
| Multivariable Calculus | 3 |
| Linear Systems | 3 |
| Microprocessors, with Lab | 4 |
| Circuit Theory II, with Lab..... | 4 |
| Electronic Devices I, with Lab..... | 4 |
| | 33 |

| Junior Year | Semester Credits |
|--|------------------|
| Integrated Studies I, II | 6 |
| Humanities B, Cultural Diversity | 3 |
| Social Science B, Cultural Diversity A | 3 |
| Engineering Statistics and Probability | 3 |
| Electromagnetic Theory, with Lab | 4 |
| Electronic Devices II, with Lab | 4 |
| Digital Signal Processing, with Lab..... | 4 |
| Ordinary Differential Equations..... | 3 |
| Scientific Communication | 2 |
| | 32 |

| Senior Year | Semester Credits |
|--|------------------|
| Social Science A, Cultural Diversity B | 3 |
| Social Science C | 3 |
| Humanities A..... | 3 |
| Humanities B, Cultural Diversity A..... | 3 |
| Communication Systems, with Lab | 4 |
| General Chemistry..... | 3 |
| Engineering Senior Project | 4 |
| Engineering Elective (ECE or ENS)..... | 9 |
| | 32 |

Specialization in Computer Engineering

In order to obtain a concentration in Computer Engineering, the student must develop competence in computer system design and computer communications, along with some additional expertise in elective areas of interfacing, architecture, graphics, software engineering and operating systems. The major design experience, ECE 411, must be chosen to emphasize Computer Engineering. A student who chooses a specialization in Computer Engineering must take two electives, which must be approved by the department chairperson.

Electrical and Computer Engineering Courses

ECE 105 – Circuit Theory I

Basic elements and analysis techniques of DC Circuits. Coverage includes resistors, capacitors, inductors, and transformers; independent and dependent sources. Ohm's law, power, energy, and power transfer. Kirchoff's voltage and current laws; Nodal and Loop analyses; Thevenin's and Norton's theorems; step and transient responses of first-order systems; time constants.

Prerequisite: MATH 161.

1 term – 3 credits.

Offered yearly.

ECE L105 – Circuit Theory I Lab

Illustrates the concepts of ECE 105. Introduction to test equipment: power supplies, signal generators, test breadboards, analog and digital volt-ohm meters, and oscilloscopes. Hands-on hardware exercises to verify Ohm's and Kirchoff's laws, source resistance, and power transfer, Thevenin's and Norton's theorems. PSpice® introduced as a verification tool to verify feasibility of some designs.

Prerequisite: ECE 105 must be taken concurrently.

1 term – 1 credit.

Offered yearly.

ECE 203 – Introduction to Digital Systems

Introductory course covers the elements and tools of Digital design: logic gates, Boolean Algebra, Karnaugh maps; analysis and design of both Combinational and Sequential Logic circuits. Timing issues. An introduction to basic IC implementations: TTL, CMOS, ECL. Flip-flops, Counters, Shift Registers.

1 term – 3 credits.

Offered yearly.

ECE L203 – Introduction to Digital Systems Lab

Illustrates the concepts of ECE 203. Exercises in various forms of Combinational and Sequential Logic design. Use of test equipment. Design projects will include a digital security system, use of PSPICE to verify feasibility of some designs. FPGA boards citing Xilinx®, software development tools from Xilinx® and other third parties are introduced.

Prerequisite: ECE 203 must be taken concurrently.

1 term – 1 credit.

Offered yearly.

ECE 205 – Circuit Theory II

Analysis of time-varying circuits. First-order and second-order transient responses, AC analysis of circuits in sinusoidal steady state, average power and complex power in sinusoidal steady state, transformer circuits, frequency response analysis, Bode plots, resonance, filters. Design and computer simulations using PSPICE®.

Prerequisites: PHYS 152, ECE 105, MATH 261 (may be taken concurrently).

1 term – 3 credits.

Offered yearly.

ECE L205 – Circuit Theory II Lab

Illustrates the concepts of ECE 205. Simulations with PSPICE® and Mathematica® construction and design. First order, second order transients, ideal and non-ideal transformer circuits, sinusoidal steady state circuits.

Prerequisite: ECE 205 must be taken concurrently.

1 term – 1 credit.

Offered yearly.

ECE 206 – Electronic Devices I

Review of Thevenin and Norton Equivalent circuits. Introduction to thinking in the frequency domain, including Bode Plots. Input and output resistance. Thorough coverage of op amps – circuits, applications, and inherent limitations. Introduction to semiconductor physics and the PN junction. Diode circuits, applications, and models. Zener diodes and power supplies. Ripple estimations. The Bipolar Junction Transistor – large and small signal analyses. Active, cutoff, and saturation region characterization. Hybrid Pi and T modes. Basic transistor configurations – common collector, common base, and common emitter – along with their characteristics, applications, and tradeoffs.

Prerequisite: ECE 205.

1 term – 3 credits.

ECE L206 – Electronic Devices I Lab

Illustrates the concepts of ECE 206. Hardware exercises first introduce, and then require design with op amp, diode, and transistor circuits. Rectifier and power supply design. Voltage multipliers. Basic transistor circuit configurations. Design of a multi-stage transistor amplifier serves as the final project. Hand calculations, PSPICE® simulations, and hardware implementations utilized.

Prerequisite: ECE 206 must be taken concurrently.

1 term – 1 credit.

ECE 225 Linear Systems

Classification of systems, derivation of the system model, state variable description, impulse response, convolution, frequency response of discrete and continuous systems. Fourier transforms, Fourier methods of discrete signals, Laplace transforms, Z transform, analysis of control systems.

Prerequisites: MATH 373 (or instructor's approval), ECE 206.

1 term – 3 credits.

ECE 251 – Microprocessors

Computer number system, overview of the 8086 internal architecture. Assembly language program development tools – TASM and DOS DEBUG, standard program structures in 8086 assembly language strings, procedures and macros, 8086 instruction description and assembler directives. The students will be introduced to analog and digital interfacing to a microprocessor system. Overview of newer generation microprocessors (286, 386, Pentium).

Prerequisite: ECE 203.

1 term – 3 credits.

ECE L251 – Microprocessors Lab

Illustrates the concepts of ECE 251. This laboratory course uses an Intel 8086-based development board (the SDK-86) to teach students how to use assembly language to solve various problems. The students will learn how to use a PC to assemble and download their programs on the SDK-86 where they can verify the proper functioning of their algorithm. They will also learn how to interface and program the board to function with different interface modules. The students will do a design project at the end of the semester.

Prerequisite: ECE 251 must be taken concurrently.

1 term – 1 credit.

ECE 306 – Electronic Devices II

Continuation of Electronic Devices I. Field effect transistors; JFET and MOSFET. Physical structure, I-V characteristics, modeling, biasing circuits, and basic amplifier configurations – common drain, common gate, and common source. Use as a switch. The CMOS inverter. Internal capacitance and high frequency limitations. Introduction to BiCMOS and GaAs amplifiers and devices. Differential Amplifiers – BJT, MOSFET, and JFET implementations, along with small and large signal analysis. Active loads. Design of current sources and current mirrors. Low, midband, and high frequency analyses of transistor amplifiers. Miller effect. Open and Short Circuit Time Constants. Cascade and Cascode configurations. Frequency response of the differential amplifier.

Prerequisite: ECE 206.

1 term – 3 credits.

ECE L306 – Electronic Devices II Lab

Illustrates the concepts of ECE 306. Exercises that help meld the practical aspects with the theoretical concepts taught in ECE 306. Biasing and design on JFET and MOSFET amplifiers. Construction of BJT differential amplifiers. Investigation of different current source implementations. Simulation of bandwidth improvement using Cascode structures. Course concludes with a multistage design challenge using BJTs to reach a specified gain and bandwidth objective provided by the instructor. Limitations of PSPICE® introduced.

Prerequisite: ECE 306 must be taken concurrently.

1 term – 1 credit.

ECE 309 – Engineering Seminar

Selected current topics in engineering presented by faculty scientists from both industry and research fields.

Prerequisite: Permission of instructor.

1 term – 1 credit.

ECE 310 – Special Topics in Engineering

Selected topics in Electrical Engineering or Computer Engineering. Offered to upper-level students who have completed Differential Equations, Microprocessors, and Electronic Devices or by permission of instructor.

Prerequisites: ECE 206, ECE 251, MATH 373.

1 term – 3 semester hours.

Normally offered alternate years.

ECE 311 – Embedded Systems

This course will introduce the fundamentals of embedded microcontrollers for system level applications: functional elements – sensors or transducers, microcontrollers, and the interfacing to external components. Procedural methods for design of the complete embedded system are developed. Programming using assembly, Basic, and C languages is utilized.

Prerequisites: ECE 203, ECE 206, CMPSC 131.

1 term – 3 credits.

ECE L311 – Embedded Systems Lab

Illustrates the concepts of ECE 311. The laboratory course introduces exercises with at least two distinct platforms. One involves the M68HC12A4 Evaluation Board. Another involves the use of the PIC MicroChip programmers. Students will perform exercises involving the creation, compiling, and downloading of code to the microcontrollers, along with the interfacing and control of various external devices.

Prerequisites: ECE 311 must be taken concurrently.

1 term – 1 credit.

ECE 325 – Engineering Statistics and Probability

Understanding the fundamentals of probability and statistics of experimental data. Measures of central tendency, variation, probability, events, Bayes Rule, discrete and continuous random variables, discrete and continuous distributions including the binomial distribution, normal distribution, chi-square distribution and student distribution, covariance, central limit theorem, hypothesis testing, linear regression. Use of Mathematica's statistical packages central to this course. Final project involving the designing and testing of student chosen hypotheses

Prerequisite: MATH 261.

1 term – 3 credits.

ECE 330 – Computer Engineering

Design of central processor unit, basic computer organization. Bus structures and design, study of hard wired and microprogrammed control units, DMA and interrupts, design of I/O interface and controllers, memory management hardware, CD-ROM storage and retrieval.

Prerequisites: ECE 203, ECE 206, ECE 251.

1 term – 3 credits.

ECE 335 – Control Systems

Introduction to feedback control systems; control system characteristics (stability, sensitivity, disturbance rejection, steady-state accuracy, transient response); stability analysis; root-locus analysis and design; frequency-response analysis and design; analysis and design of digital control systems.

Prerequisites: ECE 205, ECE 225.

1 term – 3 credits.

ECE 352 – Microprocessors Interfacing

This course deals with the issues involved in interfacing a peripheral device to a microprocessor system. In the process, the operation of the microprocessor is studied in detail from a hardware and software perspective. Address decoding, buffers and latches, tri-state devices, interfacing a peripheral device using interrupts, interfacing an unencoded keyboard using 8255A programmable peripheral interfaces, analog interfacing using an analog to digital converter, interfacing assembly language modules to higher level languages such as C. Extensive laboratory work. There will be an end-of-semester design project that will involve students' creativity, design of open ended projects, formulation of alternative solutions, detailed system description, realistic constraints (economic factors, safety, reliability, aesthetics, ethics, and social impact).

Prerequisite: ECE 251.

1 term – 3 credits.

ECE L352 – Microprocessors Interfacing

Illustrates the concepts of ECE 352. Analog and digital interface to the SDK-86 board. Analysis, design, and building of signal conditioning circuits using A/D and D/A converters. There will be an end-of-the-semester design project

Prerequisite: ECE 352 must be taken concurrently.

ECE 390 – Data and Computer Communications

Basic principles and topics in data communication, wide area networks, local area networks, communication architecture, and computer protocols. Data transmission, encoding, multiplexing, circuit switching, packet switching, frame relays, and asynchronous transfer mode are also discussed. TCP/IP protocol suite is studied and a project involving configuring, implementing, and installing a network is carried out at the end of the semester.

Prerequisite: ECE 225.

1 term – 3 credits.

ECE 403 – Electromagnetic Theory

Electrostatics and magnetostatics including Coulomb's law, Gauss's law, Biot-Savart law and Ampere's law, vector operations in rectangular, cylindrical, and spherical coordinates, divergence theorem and Stokes theorem, electric fields in materials, Lorentz force, magnetic torque, Faraday's law, Maxwell's equations, wave propagation, transmission lines with Smith charts, rectangular waveguides, Hertzian dipole antenna.

Prerequisites: ECE 205, MATH 262.

1 term – 3 credits.

ECE L403 – Electromagnetic Theory Lab

Illustrates the concepts of ECE 403. Laplace's equation is solved analytically and numerically. Conductive paper is used to study electropotentials. A simple electromagnetic motor is built. Experiments in microwave waveguides using a Klystron generator are performed. Videos from the Mechanical Universe and Beyond series are viewed.

Prerequisite: ECE 403 must be taken concurrently.

1 term – 1 credit.

ECE 406 – Electronic Devices III

This course is an extension of ECE 206 and ECE 306. Advantages of feedback. Reduction of four fundamental feedback configurations to simplistic format. Loop gain and stability issues. Gain and phase margin. Frequency compensation techniques. Class A, B, and AB amplifier output stages. Power BJT applications and thermal issues. Voltage mode op amp design – small signal, gain, and frequency analysis. Current mode op amp design. A/D and D/A converters. Design of active filters. LCR resonator circuits. BiQuad filters. SAB filters. Switched capacitor filters. Tuned amplifiers and transformers. Oscillator design – Wien Bridge, phase shift, quadrature, Colpitts, Hartley, crystal, and multivibrators.

Prerequisites: ECE 206, ECE 306.

1 term – 3 credits.

ECE L406 – Electronic Devices III Lab

Illustrates the concepts of ECE 406. Dependent sources. PSPICE® confirmation of feedback circuits. Output gain stages and cross-over distortion. Oscillator design. Final project includes design, simulation, and construction (using discrete parts) of either a voltage mode or current mode op amp with an objective of maximum with unity gain stability.

Prerequisite: ECE 406 must be taken concurrently.

1 term – 1 credit.

ECE 410 – Communications Systems

Coverage of a variety of basic communication systems, their theory of operation, and the analysis of their performance. Review of linear systems, Fourier and Laplace Transforms. Examination of AM, SSB, FM, PM, FSK, OOK, PSK, and other digital forms of communications systems. Encoding; statistics of information transfer. Noise, bandwidth, limitations and tradeoffs. Computer communication and networking, time allowing. Exposure to a variety of hardware implementations.

Prerequisites: ECE 206, ECE 225, MATH 151, MATH 162, and MATH 261.

1 term – 3 credits.

ECE L410 – Communications Systems Design

Illustrates the concepts of ECE 410. Exercises in the hardware implementation of communications systems. Projects include an AM transmitter and receiver; and FM transmitter, and FSK encoding and decoding. Oscillators, mixers, detectors, antennas, phase locked loops, active filters, and special resonators utilized. Students will be required to generate and build original designs for such elements as an oscillator, RF switch, bandpass filter, and signal discriminator. Wireless implementation addressed.

Prerequisite: ECE 410 must be taken concurrently.

1 term – 1 credit.

ECE 411 – Senior Project

The Senior Project provides a significant opportunity for the student to direct all of their previous skills and learning into one major endeavor. Over a fourteen-week period the student is subjected to the practical stress of completing and delivering in professional fashion a project of their choosing (with endorsement from an appropriate faculty advisor). Included in this period are the following objectives: selection and careful definition of a project, along with a written proposal outlining the specifics of the project; weekly progress reports; two brief (time limited) oral presentations outlining the 'general' and 'technical' features of their project to the rest of their peer group; gathering of both background information and project resources; and the design, synthesis, construction, testing, analysis, troubleshooting, refinement, and evaluation of the project. A formal presentation of the project will be made to faculty and students on a specific date at the end of the period. A professional caliber documentation of the project is also required. Time management, prioritization of process, formal communication, and meeting obstacles are monitored by the project advisor. The advisor also serves as a resource for the student. However, full responsibility for the success of the project rests on the student. Cross-disciplinary projects are encouraged. The final documentation should also address issues of safety, reliability, aesthetics, ethics, social impact, economics, and originality, as appropriate.

Prerequisites: ENS L202, ECE 206, ECE 315.

1 term – 4 credits.

Requires approval of faculty member directing the course.

ECE 430 – Digital Signal Processing

Discrete signals and systems, digital simulation of analog systems, Z transforms recursion equations, finite-order system, Fourier transforms, line spectra and Fourier series, discrete Fourier series and Fast Fourier Transforms (FFT), sampling and interpolation, mean-square approximations, non-recursive and recursive filters, selected topics on algorithms, design and applications of digital signal processing. There will be an end-of-semester design project that will involve students' creativity, design of open-ended projects, formulation of alternative solutions, detailed system description, realistic constraints (economic factors, safety, reliability, aesthetics, ethics, and social impact).

Prerequisites: ECE 225, ECE 390.

1 term – 3 credits.

ECE L430 – Digital Signal Processing Lab

Illustrates the concepts of ECE 430. This laboratory course uses MATLAB, and the Texas Instruments 6711 DSP board to design, test and implement various projects. The students will learn how to design and implement various DSP systems. There will be a design project at the end of the course designed to synthesize what the students have learned.

Prerequisite: ECE 430 must be taken concurrently.

1 term – 1 credit.

ECE 470 – Networking Systems

This course includes both theoretical and practical components. Study of distributed system structures (such as topology, network types, operating systems, etc.), distributed file systems (such as remote services, caching, file replication, etc), and protection. The topic of data communication LAN/WAN technologies will be studied. We will look at different network operating systems (Windows NT, Unix, Netware). The practical part will involve laboratory exercises involving Windows NT, Unix, and Netware, as well as hardware connectivity exercises.

Prerequisite: ECE 390.

1 term – 1 credit.

Please note: When planning each semester's schedule, consider that each 3 credit class requires roughly 7 hours of outside class time.

Engineering Science Interdisciplinary Courses

The courses in this section all contain elements of creative application of mathematics and science to the solution of engineering problems. Courses which are within the Electrical Engineering discipline are not listed here, but are to be found in the listing for the Electrical and Computer Engineering Department.

ENS 103 – Introduction to Engineering Design

Course provides an exposure to electrical engineering circuit elements, circuits, and systems; and how to view their behavior both mathematically and, in particular, intuitively. Emphasis placed on learning to think as an engineer – assessment of problems, candidate solution tradeoffs, and implementations. Frequent exercises in creative engineering design. Examples taken from a broad swath of technological history to illustrate significant crossroads, decisions, and inventions. Coverage of such areas as the generation of electricity, communications, transportation, measurements, medical and oceanographic instrumentation, security systems, computers, and future trends in technology. Students are required to build and present a simple electronic kit; and to research and present a topic of personal engineering interest. Possible participation in a term-long class project and field trips to industrial sites.

1 term – 3 credits.

Offered yearly.

ENS 104 – Environmental Engineering

Introduction to concepts of waste minimization, pollution prevention, water supply and resources, wastewater management, solid waste management, hazardous waste management, atmospheric systems and air pollution control. Study of roles and responsibilities of public institutions and private organizations in environmental management.

Prerequisite: SCI 103.

1 term – 3 semester hours.

ENS 201 – Engineering Mechanics

Forces, statics and dynamics of rigid bodies, stress and strain analysis, kinematics, computer aided analysis. Focus on professional standards in practice for design of structures.

Prerequisite: PHYS 151.

1 term – 3 semester hours.

Normally offered spring semester.

ENS 1202 – Scientific Communication

Emphasis on clarity, precision, accuracy and conciseness in scientific writing. Assignments include a research paper with an oral presentation, an experimental write-up, a design of an experiment with a write-up and an oral presentation, and an instruction manual. Memo writing, summary writing, and resumes are also included. Use of MicroSoft Word or LaTeX for written work, and MicroSoft PowerPoint for oral presentations required.

Prerequisites: ENG 102, PHYS 151, PHYS L151, PHYS 152, PHYS L152.

1 term – 2 credits.

ENS 361 – Fluid Mechanics

Basic equations of fluid statics and dynamics. Archimede's principle, Bernoulli's equation, and their applications. Fluid kinematics, Eulerian and Lagrangian flow descriptions, and three-dimensional flows. Reynold's transport theorem; finite control volume and differential analysis and modeling. Viscous flow in pipes, flow over immersed bodies and open channel flow.

ENS 372 – Robotics and Automation

Robotics systems and components: manipulator arms, end effectors, actuators, sensors, materials, controllers, user interface. Object location: 2D and 3-D transformations, general orientation transformations, sensing hierarchy, internal sensors, external sensor, computer interfaces, robotics speech and vision, DC motors, stepper motors, hydraulic and pneumatic systems, feedback control transfer functions, task planning and programming in a work-space. Rhino XR-2/PUMA robot. Laboratory practice is included.

Prerequisites: ECE 201, ECE 352, ECE 206.

1 term – 3 semester hours.

Normally offered alternate years.

ENS 393 – Neural Networks

Fundamentals of artificial neural networks. Biological prototypes and electronic neurons, perceptrons, multi-layered nets, non-linear transfer functions. Learning algorithms, back propagation, feedback nets and oscillating neurons. Creative applications of neural net methodology to different types of engineering problems.

Prerequisites: ECE 251, MATH 373.

1 term – 3 semester hours.

Normally offered spring semester.

ENS 425 – Heat and Thermodynamics

Temperature, thermodynamic systems, heat and the First Law of Thermodynamics, ideal gases, heat engines, Second Law of Thermodynamics, reversibility, entropy, enthalpy. Also included are statistical mechanics, phase transitions, chemical equilibrium, Gibbs' theorem, Nernst equation and heterogeneous systems.

Prerequisites: Differential equations, PHYS 152.

Normally offered fall semester.

3 credit hours.

ENS 433 – Introduction to Software Engineering

Engineering design of solutions to control, data collection and computational problems using objects and the MFC library from visual C++.

Prerequisites: ECE 325 and C Programming skills.

1 term – 3 semester hours.

ENGLISH

Homepage: <http://www.cas.suffolk.edu/english>

Department of English

Professors: Merzlak (Chairperson), Bigelow, Coffler, Mandl, Marchant, McKinley, Millner, Richman

Associate Professors: Caputo, Connolly, Grathwol, Jurich, Zheng

Assistant Professors: Celovsky, Q. Miller, R. Miller

Master Lecturers: Allen, Dine, Feldman, Gallant, Harper, Knoll, Nanda

Senior Lecturers: Appleford, Baughman, Corr, Dubson, Foley-Vinay, Mulrooney, L. Smith, Solomons, A. Stanford, D. Stanford, Strange, Sullivan

Lecturers: Cavanaugh, Celestin, Levy, Sanford, Schnitzspahn

Professors Emeriti: : Clark, Connors, Hughes, Johnson, Lottridge, Vogel, Wilkins

First-Year English Requirements

Students with satisfactory entrance proficiency in English take ENG 101 and 102, the standard Freshman English sequence. Those whose SAT verbal scores indicate exceptional proficiency are invited to take ENG 103 (Advanced Freshman English) and follow it with ENG 102. Those for whom English is a second language and whose performance on an entrance essay indicates the need for additional training to succeed in college-level work, are required to take ENG 003 (English as a Second Language or its equivalent), and if necessary ENG 004 (or its equivalent), and follow it with both ENG 101 and 102. Second-language students with serious writing problems may be required to enroll in additional developmental English courses before enrolling in ENG 101. Students whose native language is English, but whose SAT scores indicate verbal deficiency, are required to take ENG 100 in the first semester, and follow it with ENG 102 or both ENG 101 and 102 depending on the grades they earn in the course.

Students should have finished ENG 101 and 102 or authorized equivalents by the time they have reached 60 credits. Delaying the English requirement may impair performance in upper division courses and make it difficult to graduate on schedule. Upper division students who have not completed all English requirements should do so before they achieve senior status.

NOTE: ENG 102 is a prerequisite for all English courses beyond ENG 124.

Second-Year English Requirements

All undergraduates must take ENG 213 (English Literature I) and either ENG 214 (English Literature II) or ENG 215 (American Literature) or ENG 216 (World Literature in English). ENG 213 may precede or follow the second chosen course. All four courses combine an introduction to a significant body of literature in English with continued instruction in reading and writing skills.

Writing Sample

During the first class period, all students in first-year and second-year English courses will be asked to provide a writing sample. Students with inadequate reading and writing proficiency will be asked either to attend writing workshops or to withdraw from the course in order to enroll in a remedial English course. Also, during the last weeks of the ENG 102 course, all students will write an open-book in-class essay to indicate their reading and writing proficiency. Students with writing problems will be asked to attend workshops or will enroll in remedial courses which they must pass prior to enrolling in second-year English.

English Major Requirements

Requirements for a major in English are satisfied by 30 semester hours of course work in English (exclusive of the two-year all-college English requirement previously described). Half of the 30 hours (five courses) must be chosen from the group of English core courses – those whose first two numbers are between 31 and 36 – one each from five of the six numerical groups (31, 32, etc.). ENG H513, the English Honors Seminar, may replace one of the five core courses, or more than one if the student is invited to participate in the seminar more than once. Note that an English major must take ENG 213, 214, and 215. Any one of these three courses may be used toward the 30-hour major requirement. An English major must earn the B.A. degree.

Transfer students with an English major must complete at least nine hours of English courses at Suffolk beyond the two-year all-college English requirement.

Graduate Credit

English courses taken for graduate credit will require extra reading and writing assignments. Students are required to notify the professor during the first class meeting that they are seeking graduate credit for the course.

English Majors with Creative Writing Track

Available to English majors only. All English majors who wish to pursue a Creative Writing Track will be required to take three Creative Writing workshops offered by the department. They will also be required to take an additional workshop or upper-division literature course (with creative writing project attached) in order to complete the requirements for the Creative Writing Track. Note that the Creative Writing for English majors requires the student to take a total of four courses **in addition** to the English major requirements. English majors who wish to pursue a Creative Writing Track should confer with Professor Marchant, Director of the Creative Writing Program.

English Minor

18 semester hours. One course each from four of the English core groups (310-319; 320-329; 330-339; 340-349; 350-359; 360-369). Note: ENG H513 (English Honors Seminar) may replace one of these four courses.

Two courses chosen from any English courses except 001, 002, 003, 004, 015, 016, 090, 091, 100, 101, 102, 103, 213, 214, 215, 216. An English Department Humanities Option course satisfies both the Option and the English Minor Requirement.

Creative Writing Minor in English

18 semester hours. Three courses are to be selected from the Creative Writing workshops offered by the department. Three courses are to be selected from the department's upper-division literature courses (300 & 400 level), subject to the approval of the director of the Creative Writing Program. A list of the literature courses which may count toward the minor will be updated yearly and available in the English Department office. A student who wishes to minor in Creative Writing must confer with Professor Marchant, Director of the Creative Writing Program.

Sigma Tau Delta International Honor Society

Sigma Tau Delta, a member of the Association of College Honor Societies (ACHS), established its Eta Upsilon Chapter at Suffolk University in January, 1986. Active membership is open to both English majors and English minors who have completed a minimum of two college courses in English language or literature (beyond the freshman and sophomore English requirements) with an average of 3.5, plus a general cumulative average of 3.0. Associate membership is open to students who have the requisite academic background (as stipulated above for active membership) but who are not majoring or minor-ing in English. In addition to conferring distinction for high achievement in English language and literature and exhibiting high standards of academic excellence through its chapters, Sigma Tau Delta promotes and emphasizes the discipline of English in all its aspects, including creative and critical writing, by inviting both active and associate members to contribute to its national publication, *The Rectangle*. All inducted members remain permanently on the roster of the Eta Upsilon Chapter.

Programs for Middle and Secondary School Teachers

Undergraduate students who major in English may obtain Initial Licensure to teach in Massachusetts by completing the 24 credit hour minor in Education. Interested students should contact the Program Director in the Education and Human Services Department for additional details and program requirements.

Graduate students pursuing a Master's Degree in Middle or Secondary School Teaching in English will be required to complete 18 credit hours of 600-level English courses. Interested students should contact the Education and Human Services Department for a complete listing of the courses available.

History and Literature – Honors Major

This Honors program provides interested and qualified students the opportunity to explore in-depth the relations between history and literature. The History and Literature Honors student must complete the requirements for a major in *either* History or English *and* also complete the requirements for the Minor in the other of the two departments.

Regardless of whether the student in History and Literature chooses to major in History or English, he or she must also satisfactorily complete the Honors requirements in *both* the History and English Departments.

See the History and Literature major program listing in this catalog.

English Courses

ENG 100 – Writing and Reading Skills

A course designed to give extra practice in reading and writing skills to freshmen who lack facility in English. Required of students with low SAT verbal scores.

1 term – 3 semester hours.

Offered fall semester.

ENG 101 – Freshman English I

The fundamental course, designed to increase the student's capacity to read and write correctly and logically. Study of the essay as a literary form, and frequent writing assignments, both expository and argumentative.

1 term – 3 semester hours.

Offered every semester.

MAXIMUM ENROLLMENT: 25 students per class.

ENG 102 – Freshman English II

A continuation of ENG 101 or 103. Training in critical reading and writing, the mechanics of research, the writing of a term paper, and additional writing based on assigned readings in imaginative literature.

Prerequisite: ENG 101 or 100 or 103.

1 term – 3 semester hours.

Offered every semester.

MAXIMUM ENROLLMENT: 25 students per class.

ENG 103 – Advanced Freshman English

Reserved for students who enter Suffolk with high SAT verbal scores or satisfy other criteria and are invited to participate. Frequent written assignments based on readings.

Prerequisite: Instructor's consent.

1 term – 3 semester hours.

Offered fall semester.

ENG 113 – World Drama I

Survey of drama and theatre as part of world culture from classical Greece through 18th century China.

1 term – 3 semester hours.

Normally offered yearly.

ENG 114 – World Drama II

Survey of drama and theatre as part of world culture from the 19th century to the present.

1 term – 3 semester hours.

Normally offered yearly.

ENG 123 – Great Books of World Lit. I

Literary masterpieces from ancient times to the Renaissance, including *The Odyssey*, *The Inferno*, and *Don Quixote*. List may vary at the discretion of the instructor.

1 term – 3 semester hours.

Normally offered yearly.

ENG 124 – Great Books of World Lit. II

Literary masterpieces from the 18th century to the 20th, including *The Sorrows of Young Werther*, *Madame Bovary*, *Fathers and Sons*, *Bread and Wine* and *The Dwarf*.

1 term – 3 semester hours.

Normally offered yearly.

ENG 201 – Intermediate Writing

For students who desire further study of written composition and the rhetorical principles of planning, executing and revising prose. Emphasis on strengthening analytical writing, both expository and argumentative, through essay writing, journal writing, peer-writing groups and assembling a writing portfolio.

Prerequisite: ENG 102.

1 term – 3 semester hours.

ENG 213 – English Literature I

Study of major writers of England from the beginning to the mid-18th century. Regularly assigned essays on the reading provide the basis for individualized instruction in clear, correct, and persuasive writing.

Prerequisite: ENG 102.

1 term – 3 semester hours.

Offered every semester.

ENG 214 – English Literature II

Study of major English writers from the mid-18th century to the present. Regularly assigned essays on the reading provide the basis for individualized instruction in clear, correct, and persuasive writing.

Prerequisite: ENG 102.

1 term – 3 semester hours.

Offered every semester.

ENG 215 – American Literature

Study of major American writing and thought from the Puritan age to the present. Regularly assigned essays on reading provide the basis for individualized instruction in clear, correct, and persuasive writing.

Prerequisite: ENG 102.

1 term – 3 semester hours.

Offered every semester.

ENG 216 – World Literature in English

A study of literature written in English from cultures around the world, with emphasis on major modern and contemporary writers from countries such as Australia, Canada, India, Ireland, Nigeria, South Africa, and the Caribbean. Regularly assigned essays on reading provide the basis for individualized instruction in clear, correct, and persuasive writing.

Prerequisite: ENG 102.

1 term – 3 semester hours.

Normally offered yearly.

ENG 250 – Image to Word: Writing on Art

Focus will be on expository writing about the artistic process and critical commentary on artists working in all media. Texts include the perspectives of artists such as Sir Joshua Reynolds and Vincent van Gogh, art historians, color theorists and critics. The class will learn to write an analytical review of a current exhibition.

Prerequisite – ENG 102.

1 term – 3 semester hours.

ENG 308 – Directed Writing

Independent work on a writing project under the guidance of the instructor. Frequent discussion of the work in progress is required through the semester.

Prerequisites: ENG 213 or equivalent and instructor's consent.

1 term – 3 semester hours.

ENG 309 – Directed Writing

A continuation of ENG 308.

Prerequisites: ENG 213 or equivalent and instructor's consent.

1 term – 3 semester hours.

ENG 311 – Medieval Literature Survey

An introduction to medieval literature, this course will focus on short readings from various genres, such as the lyric, chronicle, fable, with emphasis on the romance. The culmination of the course is a drama segment in which students can participate in a performance.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Offered alternate years.

ENG 312 – History of the English Language

This course provides a basic understanding of the structure of the English language and its historical development.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 313 – The Bible as Literature I

Study of the Old Testament as an embodiment of Hebrew history, folklore, and legend; altering the concept of the nature of God and the development of the idea of an afterlife.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 314 – The Bible as Literature II

Study of the New Testament and Apocrypha. Jesus' life and teachings, his concept of his own mission, and Paul's concept of Jesus. Major apocryphal writings as Hebrew didactic literature.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 315 – Classical Drama

Greek and Roman drama from its origins; characteristics of the theater; development of tragedy and comedy. Readings in Aeschylus, Sophocles, Euripides, Aristophanes, Plautus, Terence, and Seneca.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 316 – Greek and Roman Classics

Introduction to Greek and Roman classical literature. Readings in the major writers and discussion of the values, ideals, and realities of the classical world.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 317 – Classical Mythology

Ancient Greek and Roman myths, their motifs, themes, and interpretations.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 318 – Classical Epic

Study of Homer's *Iliad* and *Odyssey* and Virgil's *Aeneid*, emphasizing the way in which the works both reflect and reinforce the values and assumptions of the societies which produced them.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

ENG 319 – Elizabethan Literature

Literature of the golden age of the Renaissance with a focus on love, sexuality and the politics of the courts of Henry VIII and Elizabeth I. Authors studied include Shakespeare, Marlowe, Sidney, and Spenser.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

ENG 323 – Chaucer

Close reading and discussion of the *Canterbury Tales* and *Troilus and Criseyde* against the background of the late Middle Ages.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 324 – Shakespeare's Comedies

Shakespeare's background and development as a dramatist through an examination of selected comedies. Collateral reading of the minor plays and Shakespeare criticism.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third semester.

ENG 325 – Shakespeare's Histories

Shakespeare's English history plays. Emphasis on individual characters, interrelated play groups, and the political and personal insights that the plays reveal.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third semester.

ENG 326 – Shakespeare's Tragedies

Shakespeare's major tragedies reflecting the range, resourcefulness, and power of his dramaturgy. Collateral reading in Shakespeare criticism.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third semester.

ENG 333 – English Renaissance Drama

The comedies and tragedies of major dramatists (excluding Shakespeare) of the Elizabethan and Jacobean eras. Marlowe, Jonson, Middleton, Webster.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 334 – Seventeenth-Century Literature

Representative selections of seventeenth-century poetry and prose, including Behn, Burton, Donne, Drayton, Dryden, Jonson, Milton, Pepys, Wroth, and others.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 335 – Milton

A close reading of the major poetry and selected prose of England's greatest Renaissance poet.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 336 – The Age of Enlightenment

The great age of satire, essay, criticism, biography, and "nature." Dryden, Pope, Swift, Addison, Steele, Boswell, Johnson, Gray, Thompson, and Gibbon.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 337 – The 18th-Century English Novel

The beginnings of the realistic novel including the works of Defoe, Richardson, Fielding, Smollet and Burney and considering the sentimental novel (Sterne) and the gothic novel (Walpole and Radcliffe).

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 343 – The 19th-Century English Novel

Development of the Romantic and Victorian novel. Readings in major works of the Brontës, Dickens, Thackeray, Austen, Eliot and Hardy.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 344 – English Romantic Literature

The mind and spirit, poetics and poetry of Wordsworth, Coleridge, Byron, Shelley, and Keats, along with selected prose.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 345 – Victorian Literature

The study of selected poets and prose writers. Some Victorian fiction.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 346 – Dickens and George Eliot

Close examination of several novels by two of England's major Victorian novelists.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 353 – The Rise of American Fiction

Development of the American imagination in the fiction of Poe, Hawthorne, Melville, Twain, James, Wharton and others.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 354 – Hawthorne and Melville

Close examination of fiction by two major writers of the American Renaissance.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 355 – American Prose 1870-1920

The revolution in American literary consciousness between the Civil War and the First World War, the transition from the traditional to the modern, in the work of Mark Twain, Henry James, Stephen Crane, Theodore Dreiser, and others.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 356 – Whitman and Dickinson

A study of the work of America's two greatest nineteenth-century poets, considering the achievement of each and their startling diversity.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

C ENG 357 – African-American Literature.

African-American writing from the beginning through the present.

1 term – 3 semester hours.

Normally offered every other year.

Prerequisite: ENG 213 or equivalent. **a**

C ENG 359 – Selected African-American Authors

This course focuses upon the literary contributions of a selected number of major African-American authors.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Offered fall semester. **a**

ENG 361 – Contemporary American Fiction: 1950–Present

Important works reflecting America's cultural diversity, by writers such as Bellow, Ellison, Momaday, Morrison, Nabokov, O'Connor, Styron, Tan, and others.

Prerequisite: ENG 213 or equivalent.

C ENG 362 – Asian-American Literature

An introduction to selected Asian-American writers with an emphasis on socio-cultural issues, such as race, gender, and ethnicity. Authors include Bulosan, Hwang, Jen, Kingston, Lee, Mukherjee, Odada, and Tan.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 363 – Modern British Poetry

Yeats, Eliot, Auden, Dylan Thomas, Philip Larkin, Seamus Heaney and Ted Hughes and the considerable achievements of other poets from WW I to the present, including the influences of the Georgians, the imagists and "the new poets." Verse drama will also be considered.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 364 – Modern American Poetry

American poetry written between 1900 and the Second World War. Content and form in the writings of such poets as Williams, Frost, and Eliot.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 365 – Contemporary American Poetry

Poetry written in English since 1945, featuring such writers as Bishop, Berryman, Roethke, Lowell, Sexton, Plath, Clifton, and Stafford.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 366 – Modern British Fiction

Fiction by Joyce, Lawrence, Woolf, Forster, Lessing, and others. Attention to the central themes and innovative approaches to language and form that characterize modernism in literature.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 367 – Twentieth-Century American Fiction 1920–1950

Novels, short novels, and short stories by Theodore Dreiser, F. Scott Fitzgerald, Ernest Hemingway, William Faulkner, and others.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 368 – Modern British Drama

Masterworks of the greatest British playwrights from Synge and Shaw to Beckett and Stoppard.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 369 – Modern American Drama

Masterworks of the major American playwrights from Eugene O'Neill to the present.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 370 – Fiction Writing Workshop I

An intensive workshop in which the student will be required to write original fiction and/or creative non-fiction. The focus of the course will be on the student's own work, submitted on a weekly basis. The course will also provide the student writer with practical experience in matters of plot, character, dialogue, structure, etc.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

ENG 371 – Creative Non-Fiction Workshop

For students interested in writing autobiography and/or other forms of the personal essay. Topics can include childhood, place, sexuality, religion, work, the nature of memory. The focus will be on the writing process, with students presenting work-in-progress to the class for discussion and revision. The student should plan to read models of creative non-fiction by such writers as Frank McCourt, Annie Dillard, Mark Doty, Nuala O'Faolain, and Henry Louis Gates, Jr.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

Counts toward the Creative Writing Minor in English.

ENG 373 – English Writers of the 1930's

The social, political and cultural revolution in pre-World War II England as it is reflected in the poetry of Auden and Spender and the fiction of Huxley, Waugh, Isherwood, Bowen, Orwell, and Greene.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 374 – Drama Seminar

Discussion and student reports on a pre-announced subject: a major playwright, a dramatic movement or genre (e.g., absurdism or the one-act play), or the relation between script and performance.

ENG 375 – Poetry Writing Workshop I

An intensive workshop course in which the student will be required to write original poetry for each class meeting. The focus of the course will be on the student's own work. We will examine the highly individual processes of composition and revision, and the methods writers use to keep their own practice of poetry alive and well. We will also examine as many of the constituent elements of poetry as possible, from image and rhythm, to line and structure.

No prerequisite.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered yearly.

ENG 377 – The World of Literature on Film

Examination of film as an art form in the expression of literature. Several films to be viewed in class together with the relevant literary works.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 378 – Fantasy and Folklore

Folktales and other literary and oral forms related to the folk tradition and recognizing a variety of ethnic background; the genre and mode of fantasy including science fiction and the Utopian novel. Writers such as J.R.R. Tolkien, Karel Capek, C.S. Lewis, Richard Adams and Ursula Le Guin.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

C ENG 379 – Children's Literature

The history and artistry of those works intended for the child reader. Picture books, poetry, fairy tales, fantasies, realistic novels and biography, the international heritage. This extensive range covers Mother Goose to the contemporary problem novel, reflected by the works of Jean George, Robert Cormier and Katherine Paterson.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years. **a b**

ENG 381 – Studies in the Short Novel

Close reading and discussion of major examples of European and American novellas.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 382 – Speculative Literature

The literature that raises philosophical concerns, often questioning the role of literature itself and the purpose of art. Representative writers are Lewis Carroll, Franz Kafka, Michael Bulgakov, John Gardner, Julian Barnes, Stanislaw Lem, Italo Calvino and A. S. Byatt.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 383 – Studies in Short Fiction

Close reading and discussion of major examples of European and American short fiction.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 384 – Literary Satire

Examination of the techniques and modes of satire in the ancient world (Juvenal, Horace) and in English and American literature.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 386 – Classics of Mystery

Classic stories of suspense and detection, including short stories and novels by Poe, Doyle, Chandler, Hammett, and Christie. Current examples also to be included.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

C ENG 387 – Women and Literature

The images of women in literature and the woman writer's contribution to these evolving representations. Readings in Virginia Woolf, Edith Wharton, Doris Lessing, Toni Morrison, Amy Tan, and others.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years. **a**

ENG 394 – Critical Prose

Advanced training in the arts of writing (strategies of diction, style, and structure) and in writing about the arts (criticism and analysis).

Prerequisites: Freshman and Sophomore English; ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 398 – Boston: A City in Fiction

Boston in novels from its beginning to the present: plan of the city, architecture, population, social classes, politics, human problems. Hawthorne, James, Howells, Jean Stafford, Edwin O'Connor, Dorothy West, and others.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 399 – Irish Literature

Writers of the Irish Literary Revival, from the 1890's to the 1930's. Readings from Yeats, Joyce, Synge, O'Casey and O'Flaherty. The influence of Anglo-Irish history on Irish writers.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 401 – Studies in Selected Authors

Readings in the work of an author or authors selected for this course by the professor. Special project required.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 402 – The Early James Joyce

An examination of the topics of women, love, and marriage in the short story collection *Dubliners* and in the letters written by and to James Joyce.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 403 – The Modern European Novel

Major novels and short stories by representative European writers including Camus, Joyce, Chekhov, Mann, Kafka, Dostoyevsky, and Solzhenitsyn.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 404 – Central European Literature

The culture of Central Europe as reflected in literature, theatre and film. English translations of Austrian, Czech, Hungarian and Polish authors whose poignant perspectives shaped the modern world.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

ENG 405 – Russian Literature

An introduction to the major works of Russian literature with an examination of the moral and aesthetic issues they present. Pushkin, Turgenev, Gogol, Dostoyevsky, Tolstoy, Chekhov, and Solzhenitsyn.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 406 – Italian Literature

Major writers of the Middle Ages, Renaissance, Risorgimento, and present day, including Dante, Boccaccio, Machiavelli, Ariosto, and Leopardi, in English translation. Focus on the originality of Italian literature and its contribution to our culture.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Normally offered every third year.

ENG 470 – Fiction Workshop II

An intensive and practical examination of plot, narrative, characterization, and style in the writing of fiction and/or creative non-fiction. Particular attention will be devoted to group discussion of weekly student writing assignments.

Prerequisite: ENG 370 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

ENG 475 – Poetry Workshop II

An intensive workshop course in which the student will be required to write original poetry for each class meeting. The focus of the course will be on both the quantity and quality of the student's own work. There will also be specific assignments in the many formal elements of the art. Written self-evaluations will also be required.

Prerequisite: ENG 375 or permission of instructor.

1 term – 3 semester hours.

Normally offered every year.

ENG 486 – The Vietnam War in History, Literature and Film

An interdisciplinary examination of the American war in Vietnam. Special focus will be on both American and Vietnamese fiction, poetry, and film depictions of the conflict, as well as on the analysis of historical documents and accounts. This course is recommended for History and Literature Honors Majors, and is identical with HST 486. Jointly taught by Professors from both the History and English departments. Registration is by permission of one of those instructors.

1 term – 3 semester hours

Normally offered every third year.

ENG H513 – English Honors Seminar

A seminar limited to highly qualified juniors and seniors selected by the English faculty for their scholastic achievement and ability to write critical prose. Intensive reading in major fields of English and American literature or literature in translation and substantial written critiques.

Prerequisite: ENG 213 or equivalent.

Admission by invitation only.

1 term – 3 semester hours.

Offered every semester.

ENG 514 – Internship in English

Individualized guidance in a career-related activity. Upper-class English majors may gain academic credit for work preparing them for an English-related career, provided that the work is monitored by a member of the English faculty. Department approval is required.

1 term – 3 semester hours.

ENG 515 – Independent Study in English

By special arrangement, a junior or senior may pursue an independent research project under the supervision of a faculty member. Consent of instructor and chairperson required.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

Offered every semester.

ENG 516 – Independent Study in English

Under special circumstances, a junior or senior may be allowed to pursue a second semester of study under the supervision of a faculty member. Consent of instructor and chairperson required.

Prerequisite: ENG 213 or equivalent.

1 term – 3 semester hours.

SECOND LANGUAGE SERVICES

ENGLISH AS A SECOND LANGUAGE PROGRAM ENGLISH LANGUAGE FOR INTERNATIONALS PROGRAM

No major available.

Academic Director: Linda Foley-Vinay

ESL Coordinator: Elaine Pascale

ELI Coordinator: Linda Werbner

Workshop/Tutoring Coordinator: Janet Oliver

Program Assistant: Melba Leyva-Hernandez

Instructors: Beth Bennett, Evelyn Levitan, Patrick McGuire, Roberta Miller, Janet Oliver, Elaine Pascale, Eva Ververidis

The English as a Second Language (ESL) Program

The ESL Program enrolls non-native English speakers who are graduates of high schools accredited in the United States, as well as international students who have received a TOEFL score between 500 and 524 (paper-based) or 173 to 195 (computer-based). The program typically leads to a baccalaureate degree. The first year of intensive, developmental English courses is complemented by a series of content courses within the College of Arts and Sciences (CAS). This program of study is meant to enable students to acquire the academic skills needed to successfully pursue a college degree. Upon completion of the ESL year, students may go on to pursue a B.S. or B.A. degree in CAS or BSBA degree in the Sawyer School of Management. The length of time needed to obtain a full degree will depend on how quickly students progress in their language skills and on what academic major they wish to pursue.

All students in the ESL Program take the following courses their first year:

| | |
|-------------------------------|-------------------------------|
| <i>Fall</i> | <i>Spring</i> |
| ENG 020 | ENG 022 |
| ENG 021 | ENG 023 |
| HST 171 | HST 172 |
| IS 112 | CJN 103 |
| Math or a program elective | Math or a program elective |

All of the courses award academic credit, some of which may be applied towards a degree. The amount of credit awarded towards degree requirements varies with the school and major the student matriculates into. Typically, the amount of credits applied toward graduation are as follows: CAS students (24-30 credits), SOM students (9-15 credits).

ESL Program Policies

Due to the developmental nature of its courses, the ESL Program is a two-semester commitment; students may only enter in the Fall. Once a student has begun the ESL Program, he or she may not place out of it with an advanced standardized test score. To exit the ESL Program, students must pass all ESL Program courses; if they do not, they may be asked to leave the university. After passing out of the ESL Program, students are required to take and pass an exit examination that includes a writing sample. Students who are unable to pass the exam at the conclusion of the spring semester are required to enroll in an intensive writing skills course during the summer session. Students who are unable to pass the exit test at the conclusion of the summer session will not be allowed to advance to second year studies and will be advised to continue their education elsewhere.

Advising

The Coordinator of the ESL Program, Elaine Pascale, officially advises ESL students during the program and offers assistance throughout their time at Suffolk. To schedule an appointment, please call (617) 973-5392.

Tutoring

Individual and small group tutoring is available free of charge to all second language students through the SLS Office. Writing and grammar tutoring is offered by ESL professionals, and workshops are also conducted in a variety of areas, including Academic Writing, TOEFL Preparation, Graduate Writing, and Classroom Conversation Skills and Pronunciation.

ESL Program Courses

Skills Courses

Through the use of genuine content materials and assignments, these year long courses offer students the opportunity to practice active critical thinking and study skills as they familiarize themselves with the academic language structures and standards required in an American university setting. They also frequently call upon students to examine their own first language acquisition and reading and writing processes to enable them to apply successful strategies to their university study.

ENG 001-002 – Writing Skills and Reading Skills

As described above in ENG 100, but specifically designed for freshman second-language students with low verbal test scores.

1 term – 6 semester hours.

Offered fall semester.

ENG 003 – English as a Second Language

Study of the fundamentals of the English language: designed to assist second-language students to speak and write in idiomatic English.

1 term – 3 semester hours.

Offered fall semester.

ENG 004 – English as a Second Language

Further study of the fundamentals of the English language: designed to assist second-language students to speak and write in idiomatic English.

1 term – 3 semester hours.

Offered spring semester.

ENG 020 and 022 – ESL Reading Skills

Using texts required in the adjunct content courses, as well as a college level reader, ESL Reading Skills furnishes students with active reading strategies applicable to their other academic course work. Emphasis is placed on the development of analytical skills essential to academic success, such as the identification of an author's audience, message, purpose, and tone, as well as vocabulary expansion and the recognition and replication of advanced grammatical structures. Oral interaction and discussion are also stressed throughout the course to develop students' ability to participate confidently in mainstream college courses.

ENG 021 and 023 – ESL Writing Skills

Taught in conjunction with ESL Reading Skills, ESL Writing Skills is designed to give students ample experience producing in-class and take home writing through content-based journal assignments, multiple five to seven page research papers, and written commentaries on their own and peers' writing samples. Particular emphasis is placed on the importance of planning, organizing and revising essays; in addition to learning how to analyze, summarize and cite an author's ideas and words, students are encouraged to develop their own critical voice and perspective in their writing. Conventions of academic writing expected of them throughout their academic careers are introduced and practiced from the beginning of the course.

ENG 090 – Intensive Reading Skills Drill

For second-language students who need intensive work in reading comprehension, plus writing.

1 term – 3 semester hours.

Offered fall semester.

ENG 091 – Intensive Reading Skills Drill

Further intensive work in reading comprehension, plus writing. For second-language students.

1 term – 3 semester hours.

Offered spring semester.

Content Courses

These courses provide students with opportunities to apply what they have acquired in the Skills Courses in rigorous content-based settings. These courses offer reading and writing activities which implement skills introduced in ENG 020 to 023.

History 171 and 172 – ESL American History

This year long course provides a survey of American history and includes such topics as Colonial politics and society; Native Americans; the American Revolution; the Age of Jackson; Sectionalism and Slavery; Industrialization; America's rise to world power; Race in America; the Great Depression; the two World Wars and Vietnam; and Culture and Counter Culture. By completing HST 171 and HST 172 students fulfill their CAS American History requirement (HST 181).

Integrated Studies 112 – ESL Integrated Studies

This two-semester sequence uses materials drawn from several disciplines and is designed to help incoming freshmen develop the skills, habits of inquiry and broadened range of interests necessary to pursue a higher education successfully and independently. By completing IS 112 students fulfill half of their Integrated Studies requirement. Students who continue in a CAS major must also take IS 111 to complete the IS requirement.

CJN 103 – ESL Rhetorical Communication

Students work on the development, delivery and analysis of rhetorical messages. Stress is placed on broad theories of rhetorical analysis in a historical context and pragmatic experience in delivering oral messages.

English Language for Internationals (ELI) Program

The ELI Program is an intensive, non-degree English as a Foreign Language program, designed for international students planning to attend Suffolk University or other American universities. The ELI classes help students develop English proficiency and prepare them to matriculate into a college setting. Because this is a language immersion program the classes are non-credit. The program is appropriate for students who need language instruction at the intermediate to advanced level; it is not designed for individuals with little or no knowledge of English.

The ELI Program offers four levels of instruction: Low Intermediate, High Intermediate, Low Advanced, and High Advanced. Each level may be completed within a semester of study. Four semesters of study are offered a year. The fall and spring sessions are 14-week programs, while the summer sessions meet for six weeks. Placement into and progression through each level is determined using a variety of assessment tools, including course work and institutional TOEFL/TWE scores.

All levels require 22 hours of class instruction per week, including:

- 12 hours a week of skills instruction (grammar, reading, writing, speaking, listening, notetaking, and research)
- 5 hours a week in the computer and/or language lab (TOEFL preparation, pronunciation and accent reduction, and academic computing skills)
- 5 hours a week of cultural activities (including research and field trips)

Conditional Acceptance

Students may apply directly to the ELI Program or be referred by an Admissions Counselor. Students applying to a degree program who are *academically admissible*, but whose language proficiency is not acceptable, may be offered a conditional admittance, contingent upon successful completion of the ELI Program. Suffolk University reserves the right to make the final determination as to when program requirements have been successfully completed and when a student may qualify for admission to a degree program.

Attendance Policy

For students enrolled in the ELI Program, attendance and completion of assignments is vitally important to their progress. In addition, it is important for students to understand that regular attendance is a requirement of the Immigration and Naturalization Service for students with an F-1 visa. The current policy allows for students to miss a total of 20% of their classes without penalty. Missing between 20 and 40% of the classes will have a negative effect on a student's average and evaluation. Missing more than 45% of the scheduled classes without justification or permission from the Director of Second Language Services or the Dean of Students Office will result in a grade of **F** for that class. Grades of **W** or **I** will not be given in cases where a student's work is incomplete due to frequent unexcused absences. It is important to note that for students who have been conditionally admitted to a program at Suffolk University, a negative evaluation or failing grades could result in a denial of their application.

Advising

The ELI Coordinator, Linda Werbner, officially advises ELI students during the program and offers assistance throughout their time at Suffolk, should they matriculate into a Suffolk degree program. To make an appointment, please call (617) 994-4215.

Field Trips

ELI students may participate in field trips as part of their course work throughout the semester. Past trips have included the Computer Museum, the State House, the Boston Stock Exchange, and the Suffolk County Courthouse. Guest speakers are often invited to the American Culture Lab.

Tutoring

Individual and small group tutoring is available free of charge to all second language students through the SLS Office. Tutoring is done by ESL professionals in a variety of areas including: Language Skills, Academic Writing, TOEFL Preparation and Classroom Conversation Skills and Pronunciation.

ELI Program Courses

ELI 031 – Low Intensive Listening/Speaking/Pronunciation

For non-native English speakers assessed to be at a low intermediate level (425-450/110-133 CBT TOEFL / 2.5-3.0 TWE) who need to acquire aural fluency in American English. The focus is on intensive practice in listening comprehension, speaking, and pronunciation. The course meets for six hours a week. College credit is not awarded.

ELI 032 – Low Intermediate Reading/Writing/Grammar

For non-native English speakers assessed to be at a low intermediate level (425-450/110-133 CBT TOEFL / 2.5-3.0 TWE) who need to acquire written fluency in American English for an academic setting. The focus is on intensive practice in reading, writing, and English grammar. The course meets for six hours a week. College credit is not awarded.

ELI 033 – Low Intermediate American Culture Lab

For non-native English speakers assessed to be at a low intermediate level (425-450/110-133 CBT TOEFL / 2.5-3.0 TWE) who need to acquire communicative fluency in American English. The focus is on American culture, values, and institutions, giving students a content driven opportunity to practice the English language skills introduced in the other ELI courses. The course meets for five hours a week. College credit is not awarded.

ELI 034 – Low Intermediate Computer Lab

For non-native English speakers assessed to be at the low intermediate level (425-450/110-133 CBT TOEFL / 2.5-3.0 TWE) who need to acquire communicative fluency in American English. The focus is on computer skills needed to be a successful student at an American college. Skills include Internet usage, word processing and spreadsheets, graphics creation, language drills, and TOEFL preparation. The course meets for five hours a week. College credit is not awarded.

ELI 041 – High Intermediate Listening/Speaking/Pronunciation

For non-native English speakers assessed to be at a high intermediate level (450-475/110-133 CBT TOEFL / 2.8-3.3 TWE) who need to acquire aural fluency in American English. The focus is on intensive practice in listening comprehension, speaking, and pronunciation. The course meets for six hours a week. College credit is not awarded.

ELI 042 – High Intermediate Reading/Writing/Grammar

For non-native English speakers assessed to be at a high intermediate level (450-475/110-133 CBT TOEFL / 2.8-3.3 TWE) who need to acquire written fluency in American English for an academic setting. The focus is on intensive practice in reading, writing, and English grammar. The course meets for six hours a week. College credit is not awarded.

ELI 043 – High Intermediate American Culture Lab

For non-native English speakers assessed to be at a high intermediate level (450-475/133-153 CBT TOEFL / 2.8-3.3 TWE) who need to acquire communicative fluency in American English. The focus is on American culture, values, and institutions, giving students a content driven opportunity to practice the English language skills introduced in the other ELI courses. The course meets for five hours a week. College credit is not awarded.

ELI 044 – High Intermediate Computer Lab

For non-native English speakers assessed to be at the high intermediate level (450-475/133-153 CBT TOEFL / 2.8-3.3 TWE) who need to acquire computer fluency in American English. The focus is on computer skills needed to be a successful student at an American college. Skills include Internet usage, word processing and spreadsheets, graphics creation, language drills, and TOEFL preparation. The course meets for five hours a week. College credit is not awarded.

ELI 051 – Low Advanced Listening/Speaking/Pronunciation

For non-native English speakers assessed to be at a low advanced level (475-500/153-173 CBT TOEFL / 3.0-3.5 TWE) who need to acquire aural fluency in American English. The focus is on intensive practice in listening comprehension, speaking, and pronunciation. The course meets for six hours a week. College credit is not awarded.

ELI 052 – Low Advanced Reading/Writing/Grammar

For non-native English speakers assessed to be at a low advanced level (475-500/153-173 CBT TOEFL / 3.0-3.5 TWE) who need to acquire written fluency in American English for an academic setting. The focus is on intensive practice in reading, writing, and English grammar. The course meets for six hours a week. College credit is not awarded.

ELI 053 – Low Advanced American Culture Lab

For non-native English speakers assessed to be at a low advanced level (475-500/153-173 CBT TOEFL / 3.0-3.5 TWE) who need to acquire communicative fluency in American English. The focus is on American culture, values, and institutions, giving students a content driven opportunity to practice the English language skills introduced in the other ELI courses. The course meets for five hours a week. College credit is not awarded.

ELI 054 – Low Advanced Computer Lab

For non-native English speakers assessed to be at a low advanced level (475-500/153-173 CBT TOEFL / 3.0-3.5 TWE) who need to acquire computer fluency in American English. The focus is on computer skills needed to be a successful student at an American college. Skills include Internet usage, word processing and spreadsheets, graphics creation, language drills, and TOEFL preparation. The course meets for five hours a week. College credit is not awarded.

ELI 061 – High Advanced Listening/Speaking/Pronunciation

For non-native English speakers assessed to be at a high advanced level (500-525/173-193 CBT TOEFL / 3.5-4.0 TWE) who need to acquire aural fluency in American English. The focus is on intensive practice in listening comprehension, speaking, and pronunciation. The course meets for six hours a week. College credit is not awarded.

ELI 062 – High Advanced Reading/Writing/Grammar

For non-native English speakers assessed to be at a high advanced level (500-525/173-193 CBT TOEFL / 3.5-4.0 TWE) who need to acquire written fluency in American English for an academic setting. The focus is on intensive practice in reading, writing, and English grammar. The course meets for six hours a week. College credit is not awarded.

ELI 063 – High Advanced American Culture Lab

For non-native English speakers assessed to be at a high advanced level (500-525/173-193 CBT TOEFL / 3.5-4.0 TWE) who need to acquire communicative fluency in American English. The focus is on American culture, values, and institutions, giving students a content driven opportunity to practice the English language skills introduced in the other ELI courses. The course meets for five hours a week. College credit is not awarded.

ELI 064 – High Advanced Computer Lab

For non-native English speakers assessed to be at a high advanced level (500-525/173-193 CBT TOEFL / 3.5-4.0 TWE) who need to acquire computer fluency in American English. The focus is on computer skills needed to be a successful student at an American college. Skills include Internet usage, word processing and spreadsheets, graphics creation, language drills, and TOEFL preparation. The course meets for five hours a week. College credit is not awarded.

ELI 071 – Special Advanced Listening/Speaking/Pronunciation

For graduate level, non-native English speakers assessed to be at a high advanced level (525-550/190-200 CBT TOEFL / 4.0 – 4.5 TWE) who need to acquire aural fluency in American English. The focus is on intensive practice in listening comprehension, speaking, and pronunciation; the content is derived from Harvard Business School Case Studies. The course meets for six hours a week. College credit is not awarded.

ELI 072 – Special Advanced Reading/Writing/Grammar

For graduate level, non-native English speakers assessed to be at a high advanced level (525-550/190-200 CBT TOEFL / 4.0 – 4.5 TWE) who need to acquire written fluency in American English. The focus is on intensive practice in reading, writing, and English grammar; the content is derived from business texts and Harvard Business School Case Studies. The course meets for six hours a week. College credit is not awarded.

ENVIRONMENTAL ENGINEERING

Faculty:

Dr. Walter H. Johnson (head of program), Dr. Oktay Demir, Dr. Pat Hamm, Dr. Tom Naderi (program director), Dr. Yevginy Rodin (head of laboratories)

Staff Assistant:

Kate Hutchinson

A four-year B.S. degree is offered in Environmental Engineering for students with a strong interest in the environment, engineering, mathematics and the sciences. The program requires calculus and differential equations, statistics and a two-semester sequence of all of the basic sciences (physics, chemistry, and biology). In addition there are specific requirements in environmental science and engineering, fluid mechanics, microbiology, organic chemistry, and instrumentation for measurements of pollutants in air, soil, and water. The students are strongly advised to take advantage of our campus in Madrid as part of their environmental studies. A senior engineering project which focuses on design of a solution to an environmental problem is the capstone course for the program.

This program requires 126 credit hours for completion of the degree. In addition to the engineering and math and basic science requirements mentioned above, the remainder of the 126 credits consists of general university liberal arts requirements (English, social sciences, humanities, communication, ethics) required of all majors.

| Freshman Year | | Credits |
|------------------------|--------------------------------|---------|
| <i>Fall Semester</i> | | |
| ENG 101 | English I..... | 3 |
| IS 111 | Integrated Studies I..... | 3 |
| MATH 161 | Calculus I..... | 3 |
| CHEM 111 | General Chemistry I..... | 3 |
| CHEM L111 | General Chemistry I Lab..... | 1 |
| ENVS 103 | Environmental Science..... | 3 |
| ENVS L103 | Environmental Science Lab..... | 1 |
| Total | | 17 |
| <i>Spring Semester</i> | | |
| ENG 102 | English II..... | 3 |
| IS 112 | Integrated Studies II..... | 3 |
| MATH 162 | Calculus II..... | 3 |
| CHEM 112 | General Chemistry II..... | 3 |
| CHEM L112 | General Chemistry II Lab..... | 1 |
| ENVE 104 | Environmental Engineering..... | 3 |
| Total | | 16 |

| Sophomore Year | | Credits |
|-------------------------|-------------------------------|---------|
| <i>Fall Semester</i> | | |
| ENG 213 | English Literature I..... | 3 |
| CHEM 211 | Organic Chemistry I..... | 3 |
| CHEM L211 | Organic Chemistry I Lab..... | 1 |
| MATH 261 | Calculus III..... | 3 |
| PHYS 151 | University Physics I..... | 3 |
| PHYS L151 | University Physics I Lab..... | 1 |
| Scientific Writing..... | | 2 |
| ENVE 211 | Environmental Seminar..... | 1 |
| Total | | 17 |

| | | |
|------------------------|--|----|
| <i>Spring Semester</i> | | |
| ENG | English Literature II – ENG 214, 215 or 216..... | 3 |
| PHYS 152 | University Physics II..... | 3 |
| PHYS L152 | University Physics II Lab..... | 1 |
| ECE 325 | Engineering Statistics and Probability..... | 3 |
| ENVE 222 | Earth Structure and Dynamics..... | 3 |
| ECE 103 | Introduction to Digital Systems..... | 3 |
| ECEL 103 | Introduction to Digital Systems Lab..... | 1 |
| Total | | 17 |

| Junior Year | | Credits |
|---|-----------------------------|---------|
| <i>Fall Semester</i> | | |
| Humanities Division Requirements A..... | | 3 |
| Humanities Division Requirements B1*..... | | 3 |
| MATH 373 | Differential Equations..... | 3 |
| COMPSC 131 | Computer Science I..... | 3 |
| BIO 111 | Majors' Biology I..... | 3 |
| BIO L111 | Majors' Biology I Lab..... | 1 |
| Total | | 16 |

| | | |
|---|---------------------------------------|----|
| <i>Spring Semester</i> | | |
| Humanities Division Requirements B2*..... | | 3 |
| Social Science Division Requirement A*..... | | 3 |
| ENVE 321 | Environmental Engineering Design..... | 3 |
| ENVE 361 | Fluid Mechanics..... | 3 |
| Engineering Science Elective..... | | 3 |
| Total | | 15 |

| Senior Year | | Credits |
|---|---|---------|
| <i>Fall Semester</i> | | |
| Social Science Division Requirement B*..... | | 3 |
| CJN 103 | Rhetorical Communication..... | 3 |
| ENVE 430 | Environmental Systems and Modeling..... | 3 |
| BIO 285 | Microbiology..... | 3 |
| BIO L285 | Microbiology Lab..... | 1 |
| ENVE 401 | Environmental Engineering Measurements..... | 3 |
| Total | | 16 |

| | | |
|----------------------------|--|----|
| <i>Spring Semester</i> | | |
| EC 101 | Economics..... | 3 |
| ENVE 411 | Environmental Engineering Project..... | 4 |
| Engineering Electives..... | | 2 |
| Ethics Requirement..... | | 3 |
| Total | | 12 |

Environmental Engineering Courses

ENVS 103 – Environmental Science

Case study approach to the fundamentals of science applied to the environment. Topics include population and resources, environmental degradation, ecosystems, geologic processes, population dynamics, deforestation and biodiversity, climate change, ozone depletion, air, soil and water resource management, pollution and risks to health, economics and the environment, politics and the environment, and ethics and the environment.

No prerequisites.

1 term – 3 semester hours.

Normally offered fall semester.

Does not satisfy University Natural Science requirement.

ENVS L103 – Environmental Science Laboratory

Laboratory exercises to illustrate topics covered in ENVS 103. Field testing and analysis of environmental samples. Field trip required.

Prerequisite: ENVS 103 (concurrent).

1 term – 1 semester hour.

ENVE 104 – Introduction to Environmental Engineering

This course is intended to provide the students an introduction to concepts in environmental engineering and environmental protection in dealing with air, water, and land pollution problems. Stresses basic geochemical, ecological, mass conservation, and environmental chemistry concepts in relation to solving environmental engineering problems. Introduces design of systems to control environmental quality including water and wastewater treatment, ground water quality management, air pollution, and solid/hazardous waste management. Students learn about the local and global environmental pollution; scientific, social, legal and political aspects of environmental issues; air/water/land pollution and control technologies. Field trips are generally arranged to reputed water and wastewater treatment utilities to expose the students to the fundamental aspects of environmental engineering.

Prerequisite: ENVS 103, ENVS L103.

1 term – 3 semester hours.

ENVE 211 – Environmental Engineering Seminar

This course is intended to introduce environmental fields such as air and water pollution control and site remediation. Through guest speakers, lectures and case study, students learn about career opportunities and professional ethics.

1 term – 1 semester hour.

ENVE 222 – Earth Structure and Dynamics

Study of the lithosphere, hydrosphere, and atmosphere of the earth. Physical principles behind local environmental disasters – earthquakes, volcanic eruptions, tsunamis, hurricanes, tornadoes, drought, floods, and mudslides. Greenhouse effect, ice ages, ozone depletion, meteor impact. Environmental impact of disasters – short and long term.

Prerequisite: PHYS 111 or permission of instructor.

1 term – 3 semester hours.

(Cannot be used to satisfy natural science requirement.)

ENVE 255 – Environmental Engineering Hydrology

Studies engineering applications of principles of hydrology, including hydrologic cycle, rainfall and runoff, groundwater, storm frequency and duration studies, stream hydrography, flood frequency, and flood routing. This course provides the fundamental knowledge needed to understand the concepts of surface and groundwater management issues. This course satisfies the environmental science elective requirement for the Environmental Science Program.

Prerequisite: ENVS 103.

1 term – 3 semester hours.

Normally offered evenings.

ENVE 321 – Environmental Engineering Design

Examines design of facilities for the treatment of municipal water supplies and wastewater, hazardous industrial waste, and contaminated environmental sites.

Prerequisites: CHEM 212, PHYS 152, BIO 111, ENVE 104, ECE 225.

1 term – 3 semester hours.

ECE 325 – Engineering Statistics and Probability

Engineering fundamentals and applications of probability and statistics. Measures of variation, Bayes' rule, discrete random variables, Binomial distribution, Poisson distribution, moments, continuous random variables, bivariate probability distributions, covariance of two random variables. Also, sampling distributions, estimation of means, two tailed tests, analysis of variance, hypothesis testing, linear regression, multiple regression analysis, engineering models, statistical processes and quality control, and production and system reliability.

Prerequisites: Calculus III, ECE 205.

3 credit hours.

Normally offered spring semester.

ENVE 361 – Fluid Mechanics

Basic principles of fluid mechanics. Covers fluid properties, hydrostatics, fluid flow concepts, including continuity, energy, momentum, boundary-layer theory, and flow in closed conduits. Examines fundamentals of fluid flow with application to engineering problems. Explores fluid statics and kinematics; conservation equations for mass, momentum, and energy; Bernoulli and Euler equations; potential flow; laminar and turbulent viscous boundary layers; laminar and turbulent pipe flow; and compressible fluid flow.

Prerequisites: ENVE 104, MATH 261, and PHYS 152.

ENVE 401 – Environmental Engineering Measurements

Theory and laboratory measurement techniques used in analyzing environmental quality parameters. This course provides a detailed experimental understanding of air, water, and soil instrumentation for pollution measurement. Introduces the students to the EPA quality criteria pollutants, including sources, sinks, basic chemistry, and health effect of each pollutant. Laboratory experiments, using EPA certified measurement instruments to measure each of the criteria pollutants. Provides a background understanding of specific physical, chemical, and biological characteristics of water. Students use the laboratory procedures to assess the characteristics of interest. Students measure various water quality variables in the laboratory from local sources.

Prerequisite: ENVE 104.

1 term – 3 semester hours.

ENVE 411 – Environmental Engineering Project

This course provides the student meaningful design experience and involves a project which will make use of knowledge from many of the mathematics and engineering courses that the student has already taken. The project and its documentation must illustrate use of fundamental elements of the design process – establishment of objectives and criteria, synthesis, analysis, construction, testing and evaluation. The project report must address issues of realistic constraints including economic factors, safety, reliability, aesthetics, ethics, and social impact. An oral presentation before faculty and peers is also required.

Prerequisite: Senior level standing.

1 term – 4 semester hours.

Normally offered yearly.

Requires approval of faculty.

ENS 425 – Thermodynamics & Heat Transfer

Applies thermodynamic principles to nonideal systems, phase equilibrium, chemical equilibrium, power generation, refrigeration, and chemical processes. Studies fundamentals of heat transfer by conduction, convection, and radiation. Provides applications to heat exchangers, solar panels, and boiling and mass transfer. Also covers numerical methods for solving heat transfer problems and design of engineering equipment involving heat transfer processes.

1 term – 3 semester hours.

ENVE 430 – Environmental Systems and Modeling

A systems approach to the design of models for interacting element of the environment. Emphasis on engineering design techniques and the applications. Scientific modeling of the impact of pollutants on human health and the environment particularly with reference to the Clear Air Act and the Clean Water Act. A study of the complexity of scale in environmental models and stability, accuracy, and efficiency in the computer model solution. A study of computational algorithms in scientific models to cover areas such as global and regional circulation models, air quality modeling, aquatic systems, water quality modeling, groundwater transport of contaminants, and inverse problem methods for the environment.

Prerequisites: BIO 111, CHEM 212, ENVE 225, ENVE 104,

MATH 373, and PHYS 152.

1 term – 3 semester hours.

ENVIRONMENTAL PROGRAMS

There are three programs available, all of which are four-year Bachelor of Science degree programs: Environmental Science, Environmental Engineering, and Environmental Technology. Environmental Science is an interdepartmental major sponsored by the Biology, Chemistry and Physics departments. The program uses a case-study approach to the environment and provides a solid background in the sciences. Environmental Engineering is a traditional engineering program modeled on the guidelines provided by ABET (Accreditation Board for Engineering and Technology) and requires more than the usual 122 hours for completion. The details of this program are described in the Environmental Engineering section of this catalog. Environmental Technology has two tracks available and emphasizes internships with various state, federal and private organizations or businesses in the environmental field. The student graduates with a major in Biology and the details are described in the Biology section of the catalog.

For study abroad opportunities please see the Madrid campus section in this catalog. You may also contact Dr. Patricia Hamm in the Chemistry Department for more information.

Environmental Science Major

Program Coordinator: Dr. Patricia Hamm, *Chemistry Department*

Program Advisory Committee: Dr. Kenneth Finkelstein, *Environmental Scientist, National Oceanic and Atmospheric Administration*; Dr. Walter Johnson, *Physics Department Chairperson*; Dr. Doris Lewis, *Chemistry Department Chairperson*; Dr. Beatrice Snow, *Biology Department Chairperson*

This program is an interdisciplinary program requiring 122 credit hours for completion of the Bachelor of Science degree. The student obtains a broad background in Biology, Chemistry, and Physics with emphasis on the environment and environmental ethics, policy, and regulations. In the senior year, an internship is required to provide the student with working knowledge of environmental issues and experience in solving environmental problems.

For study abroad opportunities, please see the Madrid campus section of this catalog.

The recommended course sequence is shown below.

| Freshman Year | | Credits |
|--|--|----------------|
| <i>Fall Semester</i> | | |
| English I..... | | 3 |
| Integrated Studies I..... | | 3 |
| BIO 111 Majors' Biology I..... | | 3 |
| BIO L111 Majors' Biology I Lab | | 1 |
| ENVS 103 Environmental Science..... | | 3 |
| ENVS L103 Environmental Science Lab..... | | 1 |
| <i>Spring Semester</i> | | |
| English II..... | | 3 |
| Integrated Studies II..... | | 3 |
| BIO 104* Environmental Biology | | 3 |
| BIO L104* Environmental Biology Lab..... | | 1 |
| CMPSC 121 Intro to Computer Programming..... | | 3 |
| Rhetorical Communications..... | | 3 |
| Sophomore Year | | Credits |
| <i>Fall Semester</i> | | |
| ENG 213 English Literature I..... | | 3 |
| CHEM 111 General Chemistry I..... | | 3 |
| CHEM L111 General Chemistry I Lab | | 1 |
| ENS 202 Scientific Communication | | 2 |
| MATH 146 or 161 Calculus | | 3 |
| Environmental Science Elective | | 3 |
| Environmental Seminar | | 1 |

College of Arts and Sciences

Spring Semester

| | |
|---|---|
| ENG 214, 215, or 216 English Literature II..... | 3 |
| Ethics Requirement..... | 3 |
| CHEM 112 General Chemistry II..... | 3 |
| CHEM L112 General Chemistry II Lab..... | 1 |
| ENVS 222 Earth Structure & Dynamics | 3 |
| Social Science Requirement A** (History) | 3 |

Junior Year

Credits

Fall Semester

| | |
|---|---|
| Humanities Division Requirements A | 3 |
| Humanities Division Requirements B1** | 3 |
| PHYS 111 College Physics I | 3 |
| PHYS L111 College Physics I Lab..... | 1 |
| CHEM 211 Organic Chemistry I..... | 3 |
| CHEM L211 Organic Chemistry I Lab | 1 |
| Statistics Option | 2 |

Spring Semester

| | |
|---|---|
| Humanities Requirements B2** | 3 |
| Social Science Division Requirement B*..... | 3 |
| PHYS 112 College Physics II | 3 |
| PHYS L112 College Physics II Lab..... | 1 |
| CHEM 553 Introduction to Toxicology | 3 |
| CHEM 355 Environmental Chemistry | 3 |
| CHEM L355 Environmental Chemistry Lab..... | 1 |

Senior Year

Credits

Fall Semester

| | |
|---|---|
| Social Science Requirement C** | 3 |
| Social Science Requirement B** | 3 |
| GVT 438 Environmental Policy and Politics | 3 |
| BIO 285 Microbiology | 3 |
| BIO L285 Microbiology Lab..... | 1 |
| Cultural Diversity A | 3 |

Spring Semester

| | |
|--|---|
| Cultural Diversity B | 3 |
| PHIL 240 Environmental Ethics | 3 |
| ENVS 436 Environmental Practicum..... | 4 |
| CHEM 314 Instrumental Analysis | 3 |
| CHEM L314 Instrumental Analysis Lab..... | 1 |

* *BIO 114 and BIO L114 may be substituted for BIO 104 and BIO L104.*

***The Cultural Diversity requirement consists of two courses, one from group A and another from Group B (listed in the course catalog). This requirement may be satisfied by careful selection of two courses listed in the Cultural Diversity list and also the Humanities of Social Science list consultate.*

Environmental Courses

ENVS 103 – Environmental Science

Case study approach to the fundamentals of science applied to the environment. Topics include population and resources, environmental degradation, ecosystems, geologic processes, population dynamics, deforestation and biodiversity, climate change, ozone depletion, air, soil and water resource management, pollution and risks to health, economics and the environment, politics and the environment, and ethics and the environment.

No prerequisites.

1 term – 3 semester hours.

Normally offered fall semester.

Does not satisfy University Natural Science requirement.

ENVS L103 – Environmental Science Laboratory

Laboratory exercises to illustrate topics covered in ENVS 103. Field testing and analysis of environmental samples. Field trip required.

Prerequisite: ENVS 103 (concurrent).

1 term – 1 semester hour.

ENVS/ENVE 211 – Environmental Engineering Seminar

This course is intended to introduce environmental fields such as air and water pollution control and site remediation. Through guest speakers, lectures and case study, students learn about career opportunities and professional ethics.

1 term – 1 semester hour.

ENVS/ENVE 222 – Earth Structure and Dynamics

Study of the lithosphere, hydrosphere, and atmosphere of the earth. Physical principles behind local environmental disasters – earthquakes, volcanic eruptions, tsunamis, hurricanes, tornadoes, drought, floods, and mudslides. Greenhouse effect, ice ages, ozone depletion, meteor impact. Environmental impact of disasters – short and long term.

Prerequisite: PHYS 111 or permission of instructor.

1 term – 3 semester hours.

(Cannot be used to satisfy natural science requirement.)

ENVS 255 – Environmental Hydrology

Environmental hydrology provides the fundamental knowledge needed to understand the water management issues of both surface and groundwater supplies. The course emphasizes the movement of water through the Earth's hydrologic cycle. It also examines the management of water as a resource (e.g., erosion and its control, flooding and its control). This course satisfies the environmental science elective requirement for the Environmental Science Program.

Prerequisite: ENVS 103.

3-hour lecture.

1 term – 3 semester hours.

Normally offered evenings.

ENVS 436 – Environmental Science Practicum

Application of the principles and techniques of environmental science to a specific environmental problem in a faculty-directed independent study. Typically, this experience will include literature research and field work.

4-10 semester hours.

BIO 104 – Environmental Biology

An introduction to basic evolutionary, behavioral and ecological principles. Readings and discussion emphasize the ways that humans are affected by ecological processes and principles as well as how humans and their technology affect ecosystems. **This course is not open to biology majors or minors.**

1 term – 3 semester hours.

Days only.

BIO L104 – Environmental Biology Laboratory

Exercises and field trips designed to complement and demonstrate the ecological principles developed in the lecture section. The lab emphasizes the scientific method and employs long term group projects.

1 term – 1 semester hour.

Days only.

CHEM 314 – Instrumental Analysis

Theory and application of analytical instruments: ultraviolet, visible, fluorescence, atomic, and emission spectroscopy; chromatographic methods; electrochemical measurements; computer applications.

Prerequisite: CHEM 112; CHEM L314
must be taken concurrently.

3 hours lecture.

1 term – 3 semester hours.

Normally offered yearly, days or evenings.

CHEM L314 – Instrumental Analysis Laboratory

Laboratory experiments in chemical analysis using instrumental techniques. Data collection and evaluation includes computer-based methods. Reports are prepared in professional style.

Prerequisite: CHEM L112; CHEM 314 must be taken
concurrently.

4-hour laboratory.

1 term – 1 semester hour.

Normally offered yearly, days or evenings.

CHEM 355 – Environmental Chemistry

A study of the chemical processes (including biologically mediated ones) that affect the cycling and ultimate fate of chemicals in the environment. Topics include air, water, and soil chemistry. The effects of pollutant loads on natural systems and the remediation and treatment methods used to minimize pollutant loads are investigated.

Prerequisite: CHEM 112.

3 hour lecture.

1 term – 3 semester hours.

CHEM L355 – Environmental Chemistry Laboratory

Laboratory exercises to illustrate principles covered by topics in CHEM 355.

Prerequisite: CHEM 355 (concurrent).

1 term – 1 semester hour.

CHEM 553 – Introduction to Toxicology

The study of toxic actions of chemicals on biological systems, with discussion of general principles, methodology and selected topics. Topics may include environmental and occupational pollutants, pesticides, carcinogenesis and teratogenesis.

Prerequisites: CHEM 212 and BIO 111.

(CHEM 332 and BIO 403 strongly recommended.)

1 term – 3 semester hours.

EHS 379 – Advanced Environmental Law

For the paralegal, theoretical and practical aspects of environmental law in real estate, such as toxic waste, zoning regulations, land conservation trusts, and subdivision planning. Also included will be the Superfund, wetlands regulation, Clean Air laws, and the paralegal's significant role in this developing area.

Prerequisite: EHS 372 or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 438 – Environmental Policy and Politics

From Rio to the Boston Harbor Project, this course examines the policies and politics of the environment. It examines the origins of the environmental movement in the United States focusing on the development and present function of government and non-government organizations responsible for the development and implementation of global, national, state and local environmental policies.

Prerequisites: GVT 110-120 or equivalent or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

PHIL 240 – Environmental Ethics

An examination of the moral issues involved in the interaction of humans with their natural environment. Topics include: the environmental crises, human-centered vs. nature-centered ethics, intrinsic value in nature, obligations to future generations, the importance of preserving endangered species and wilderness, radical ecology, ecofeminism, and the role of social justice in environmental issues.

1 term – 3 semester hours.

Normally offered every third year.

FORENSIC SCIENCE

A major is offered in Biochemistry with a Forensic Science concentration; see Chemistry.

Forensic Science Advisory Committee:

Donald Hayes, *Director, Boston Police Department Crime Laboratory*; Dr. Doris Lewis, *Professor and Chair, Chemistry Department*; Dr. Martha Richmond, *Professor of Biochemistry*

Forensic Science Courses

The following courses are suitable to fulfill program or elective requirements in the biochemistry forensic science concentration or as electives for students with an interest in forensic science; see also biochemistry/forensic science concentration.

FS 303 – Criminalistics

Application of the principles of forensic science in evaluating physical evidence, with emphasis on its role in criminal investigation. Class experiences may include guest lectures and field trips.

No prerequisite.

1 term – 3 semester hours.

3-hour lecture.

Normally offered yearly.

Does not satisfy University Natural Science requirement.

FS L303 – Criminalistics Laboratory

Laboratory experiences related to the collection and analysis of physical evidence as performed by forensic science professionals. Experiments may include forensic microscopy, drug analysis, forensic serology, physical patterns, fingerprint and firearm evidence analysis techniques.

Prerequisite: FS 303 concurrently or instructor's permission.

1 term – 1 semester hour.

3-hour laboratory.

Normally offered yearly, evenings.

FS 436 – Criminalistics Practicum

Laboratory experiences related to the collection and analysis of physical evidence, performed in a professional laboratory. The practicum typically involves participation in government crime labs or biomedical laboratories. Participation in government crime labs is subject to requirements of those laboratories and will be open only to those students approved by the Forensic Science Committee. A minimum of ten contact hours per week, regular project reports, and a final report required.

1 term – 3 semester hours.

Normally offered yearly.

The following courses are recommended as electives for students in the Forensic Science Concentration of Biochemistry:

| | |
|----------|--|
| CHEM 553 | Introduction to Toxicology |
| EHS 264 | Introduction to Law and the Legal System |
| EHS 367 | Criminal Litigation |
| SOC 231 | Victims of Crime |
| SOC 233 | Sociology of Crime |
| SOC 234 | Criminal Justice Systems |
| SOC 235 | Sociology of Law |
| SOC 237 | Drugs and Society |

Summer Forensic Science Institute

Sponsored by Suffolk University and the Boston Police Department Crime Laboratory, the summer forensic science institute offers week-long courses for continuing education of forensic science professionals. Enrollment in these courses for upper-division credit in forensic science at Suffolk University is an option.

FS 501 – Detection, Recovery, and Examination of Footwear Impression Evidence

Designed for those who examine footwear impression evidence and must provide written reports and expert testimony in court for their observations and conclusions. The course provides an understanding of basic footwear manufacturing techniques as they assist in the evaluation of class characteristics, as well as which aspects of manufacturing may enhance examination results. Information is given about creating exemplar impressions of suspected footwear for the examination, confusion impressions, shoe sizing, hands-on chemical enhancement of impressions, barefoot impressions, and a thorough review of the photography, casting, and lifting methods necessary to recover this form of evidence.

40 hours – 3 semester hours.

Offered occasionally; most recently offered summer 2002.

FS 502 – Forensic Microscopy

This survey course is designed to teach the fundamentals of critical polarized light microscopy and to provide an overview of specialized methods and applications. Students will acquire the basic knowledge and practical skills to apply polarized light methods in their areas of interest and will appreciate the potential contribution of more advanced methods and techniques. Instruction and instrumentation are provided by the McCrone Research Institute. The materials examined emphasize trace evidence: fibers, paint, glass, hair, explosives, soil, drugs, etc.

40 hours – 3 semester hours.

Offered occasionally; most recently offered summer 2003.

FS 503 – Advanced Forensic Microscopy (Trace Evidence)

This advanced course was developed specifically for practicing forensic trace examiners and will concentrate on three different areas: glass, paint and polymers, and natural fibers. The amount of time spent on each topic will depend in part on the makeup and interests of the class. Instruction and instrumentation are provided by the McCrone Research Institute.

Prerequisite: FS 502.

40 hours – 3 semester hours.

Offered occasionally; most recently offered summer 2003.

GOVERNMENT

Department of Government

Professors: Bain (Chairperson), Berg

Associate Professors: Cammisa, Dushku, Haussman, O'Callaghan

Assistant Professors: Burke, Cosgrove, Dickerson, Laffey, Royo

Lecturers (Part-Time): Andrews, Blanchette, Harris, Natoli, Niedzwiecki, Paleologos, Snyder, Sullivan

The Government Department offers the undergraduate major in both the B.A. and the B.S. degree. Students are given a choice of five tracks, each with a particular focus.

All Government Majors in all Tracks must complete the following nine (9) credits of core courses.

| Core Major Requirements | Semester Hours |
|---|----------------|
| GVT 110 Introduction to American Democracy..... | 3 |
| GVT 120 Research Methodology..... | 3 |
| GVT L120 Research Methodology Lab..... | 1 |
| GVT L210 The Word of Politics— Sophomore Colloquium..... | 1 |
| GVT L410 Junior/Senior—Student/Faculty Colloquium..... | 1 |

Track A – B.A. or B.S. in Political Science

This track is designed to provide students with a broad foundation in the various subfields of political science, and to allow students with the guidance of their advisors to develop individualized curricula to meet their particular interests and goals. Since it allows for maximum flexibility, this track is particularly well-suited to the student who is attempting to “double major”; or to a student who has transferred several courses in government from other institutions. It is also a good choice for students who are keeping open all of their options for careers and for graduate study, including, but not limited to, the Master's degree in political science, the MPA, the JD, or certification in Education.

The Government Department strongly encourages its majors to consider a career in teaching at the secondary (high school) level. Although the Education and Human Services Department is the primary source of information for a student interested in a teaching career, the Government Department will provide guidance in regard to subject matter testing for interested majors.

| Track A Requirements | Semester Hours |
|---|----------------|
| American Government Group..... (any course in American political institutions/processes EXCEPT GVT 103) | 3 |
| Comparative Government Group..... (any course in country or area studies) | 3 |
| International Relations Group..... (any course in international issues, policy, law or institutions) | 3 |
| Political Theory Group..... (any course on political philosophy or thought) | 3 |
| Electives..... | 12 |
| Total semester hours..... | 33 |

Track B – B.A. or B.S. in American Politics and Policy

This track is designed to give students a strong background in the institutions and processes of American government. Students interested in careers in politics and public service, as well as students wishing to go on to graduate studies in public administration, public policy and law, will benefit from this track. Track B will provide students with a general knowledge of American government, as well as technical skills necessary to analyze and understand American government and politics.

| Track B Requirements | Semester Hours |
|---|----------------|
| GVT 223 American Politics and Institutions..... | 3 |
| GVT 224 American Politics and Policy..... | 3 |
| GVT 363 American Foreign Policy..... | 3 |
| GVT 473 American Political Thought..... | 3 |
| Internship..... | 6 |
| *Electives..... | 6 |
| Total semester hours..... | 33 |

*NOTE: Students should select at least one of these electives from policy-focused courses offered by the Department.

APP/MPA Guaranteed Acceptance Program

Students graduating from the College with a B.A. or B.S. in the Politics and Policy major, and who have a GPA of 3.0 or higher, are guaranteed admission to the Masters Program in Public Administration (MPA) offered by the school of Management.

Seniors in the APP track may cross register into SOM for graduate level foundations courses in public administration.

Track C – B.A. or B.S. in Politics, Law, and the Courts

This track is designed to give students interested in law and the courts the opportunity to study and critically analyze state, federal and international legal issues and the institutions in which legal decisions are made. It is appropriate for students with a general interest in law, for preparation toward careers in media or public service, and for those planning further legal studies. Prelaw advising is regularly available for Government majors who plan to apply to law school.

| Track C Requirements | Semester Hours |
|--|----------------|
| GVT 243 American Constitutional Law | 3 |
| GVT 244 Civil Liberties | 3 |
| GVT 343 State Court Process and Policy | 3 |
| GVT 463 International Law and Organization | 3 |
| GVT 473 American Political Thought..... | 3 |
| *Electives | 9 |
| Total semester hours | 33 |

**Electives strongly recommended for this track.*

| | |
|---------|----------------------------|
| GVT 337 | Public Policy and Business |
| GVT 347 | Legislative Process |
| GVT 348 | Law, Race and Gender |
| GVT 352 | Constitutional Reform |

It is also advised that students take advantage of the many internship opportunities which exist for law related placements, at the local level, in Washington, D.C., or at international sites such as London, for 6 – 15 credits.

Track D – B.A. or B.S. in International Affairs

The purpose of this track is to give students the preparation and tools necessary to pursue careers in international affairs, including the public sector, private companies, and independent sector organizations which operate in the international environment. It is also suitable for students planning graduate study in political science, law or diplomacy.

| Track D Requirements | Semester Hours |
|--|----------------|
| GVT 261 Theory and Practice of International Relations | 3 |
| GVT 281 Introduction to Comparative Politics | 3 |
| GVT 363 American Foreign Policy..... | 3 |
| GVT 463 International Law and Organization | 3 |
| Total semester hours | 12 |

| Country/Area or Issues Electives | Semester Hours |
|--|----------------|
| (Choose at least 2 courses from Group B) | 12 |

A. Issues

Women in World Politics
Environmental Policy and Politics
Issues in International Relations
Comparative Social Movements
Free Trade Policy
Human Rights
Non-Governmental Organizations in World Politics
Government Study Trip
United Nations Seminar
International Internship (6 credits applied to the major)

B. Country/Area Studies

Any course offered by the department with a focus on the politics of a particular nation or region.

Total semester hours33

Complementary Major Requirements 6 Credits

| | |
|--|---|
| Economics (preferably Macroeconomic) | 3 |
| History (non-U.S. History)..... | 3 |

These courses may be double-counted to fulfill other degree requirements.

Foreign Language

It is highly recommended that students in track D (International Affairs) have experience in a second language. For some students, this second language might be English. For native English speakers, the choice of a second language will depend on individual background and preference, but should be discussed with an advisor.

Track E – B.A. or B.S. in Women in Politics

This track is designed for students with an interest in this special topic area. The core courses enable students to focus on issues relevant to the study of the role of women in political structures and processes, both in the United States and in other systems. The major and core requirements, along with the electives, also enable students to ground this particular focus within the overall scope of a political science major. Students who enroll in Track E will be prepared for further study and research in American politics, comparative politics, and policy-related fields.

| Track E Requirements | | Semester Hours |
|-----------------------------|--|-----------------------|
| GVT 203 | Women in World Politics..... | 3 |
| GVT 204 | Women in American Politics | 3 |
| GVT 348 | Law, Race and Gender | |
| OR | | |
| GVT 359 | Race and Gender in U.S. Electoral Politics | 3 |
| GVT 473 | American Political Thought | |
| OR | | |
| GVT 475 | Radical and Revolutionary Political Thought..... | 3 |
| *Electives | | 12 |
| Total semester hours | | 33 |

**Government electives strongly recommended for this track.
GVT 244, 278, 347, 352, 437, 465, 469, 505 and Internships.*

Recommended courses outside the Government Department:

- Complete the minor in Women's Studies
- Choose from electives listed under Women's Studies

| Teacher Licensure Requirements | | Semester Hours |
|--|--|-----------------------|
| American Government Group..... | | 3 |
| (any course in American political institutions/processes EXCEPT GVT 103) | | |
| Comparative Government | | 3 |
| GVT 281 | Introduction to Comparative Politics | |
| OR | | |
| GVT 481 | Topics in Comparative Politics | |
| International Relations | | 3 |
| GVT 261 | Theory & Practice of International Relations | |
| OR | | |
| GVT 461 | Issues in International Relations | |
| Political Theory | | 3 |
| GVT 276 | Political Theory | |
| OR | | |
| GVT 471 | Topics in Democracy | |
| OR | | |
| GVT 473 | American Political Thought | |
| Electives | | 12 |
| Total semester hours | | 33 |

Secondary Education

The Government Department strongly encourages majors to consider a career in teaching at the secondary level (grades 8–12). Completion of Track A, along with the 24 credit hour minor in Secondary School Teaching, is required to obtain Initial Licensure to teach in a content area in Massachusetts. For additional details, please refer to the Education and Human Services section of this catalog.

Honors in Government

Government majors in all Tracks who have an overall GPA of 3.0 and a GPA of 3.4 or better in the major will be eligible for honors. To achieve honors a student must write a senior thesis, under the direction of a faculty member of their choice. The topic of the thesis will be

agreed upon by the student and faculty member. The student must register for a thesis course (GVT 555), in the first semester of the senior year. Once the course is completed, the student must submit the thesis to the department's honors committee. All work must be submitted 5 – 6 weeks before the end of the student's final semester. The committee will review each submission and examine each candidate during an oral presentation. The committee will determine whether or not the work submitted qualifies the student for departmental honors. The student will receive credit for the thesis course, whether or not honors are awarded. Applicants must have completed a minimum of two substantive upper level courses in the Government Department at Suffolk University prior to registering for GVT 555.

In special circumstances, particularly relating to transfer students, departmental honors may be awarded to a student who has not taken the thesis course or written a thesis. A senior may petition the honors committee for this option.

Pi Sigma Alpha The National Political Science Honor Society Sigma Lambda Chapter Suffolk University

Pi Sigma Alpha, the national political science honor society, is the only honor society for graduate and upper-level undergraduate students of government in the United States. To be eligible for membership as an undergraduate, you must have earned at least 10 credits in government, and must either:

- Have earned at least 63 credits, with a cumulative grade point average of 3.5, and an average of 3.5 in government courses, or
- Have earned at least 92 credits with a cumulative grade point average of 3.3, and an average of 3.3 in government courses.

To be eligible for membership as a graduate student, you must have earned at least 10 graduate credits in political science at Suffolk University, with an overall grade point average in graduate courses of 3.5, and an average of 3.5 in graduate political science courses.

To apply, please submit official transcripts from all the colleges you have attended to the chapter sponsor, Professor Berg.

Waiver of Admissions Examination for MSPS

Students graduating with a major in any Government Track, and with a cumulative grade point average of at least 3.0, are exempted from the requirement to submit scores from either the Graduate Record Examination or Miller Analogies Test when applying for admission to the Master of Science in Political Science program.

Minors

All Government Minors in all Tracks must complete the following nine (9) credits of core courses.

| Core Minor Requirements | Semester Hours |
|---|----------------|
| GVT 110 Introduction to American Democracy..... | 3 |
| GVT 120 Research Methodology..... | 3 |
| GVT L120 Research Methodology Lab..... | 1 |
| (a) GVT L210 The Word of Politics – Sophomore Colloquium..... | 1 |
| AND | |
| GVT L410 Junior/Senior – Student/Faculty Colloquium | 1 |
| OR | |
| (b) GVT L410 Junior/Senior – Student/Faculty Colloquium | 2 |
| Total Core Requirements | 9 |

should be completed before enrolling in other courses for the minor. Students who choose to minor after the sophomore year should select option (b).

Track A. Minor in Political Science

| | |
|---|---|
| Select one course from two of the following four groups | 6 |
| American Government Group (any course in American political institutions/ processes EXCEPT GVT 103) | |
| Comparative Government Group (any course in country or area studies) | |
| International Relations Group (any course in international issues, policy, law or institutions) | |
| Political Theory Group (any course on political philosophy or thought) | |
| Elective | 3 |

Track B. Minor in American Politics and Policy

| | |
|--|---|
| GVT 223 American Politics and Institutions..... | 3 |
| GVT 224 American Politics and Policies..... | 3 |
| One elective from Policy Electives or Process Electives (above) .. | 3 |

Track C. Minor in Politics, Law, and the Courts

| | |
|--|---|
| GVT 243 American Constitutional Law..... | 3 |
| GVT 244 Civil Liberties | 3 |
| GVT 343 State Court Process and Policy | 3 |

Track D. Minor in International Affairs

| | |
|---|---|
| GVT 261 Theory and Practice of International Relations | 3 |
| GVT 281 Introduction to Comparative Politics | 3 |
| One elective from A. Issues or B. Country/Area Studies (above) | 3 |

Track E. Minor in Women in Politics

| | |
|--------------------------------------|---|
| GVT 203 Women in World Politics..... | 3 |
| GVT 204 Women in U.S. Politics | 3 |
| GVT 348 Law, Race and Gender | |

OR

| | |
|---|----|
| Race and Gender in U.S. Electoral Politics..... | 3 |
| Total Semester Hours | 18 |

NOTE: The department offers all core requirements for the majors and minors at least once every academic year, but does not offer all of the core requirements each semester. Track requirements are also taught frequently but may only be offered in alternate years. Students are advised to complete track requirements as they are offered, and to make these courses, rather than electives, their first priority.

Government Courses

GVT 103 – American Government

Introductory analysis of U.S. national government and politics; the Constitution; legislative, judicial, executive and bureaucratic processes and institutions; political activity and organizations; policy making and outcomes.

1 term – 3 semester hours.

Offered every year. For non-majors.

GVT 110 – Introduction to American Democracy

An introduction to the American political system and constitutional framework. Focus will be on the interplay of various institutions (the Presidency, Congress and the Judiciary) in creating public policies. Contemporary public issues will be discussed, as will the role of political theory in shaping American democracy. Attention will be given to the role of the news media, public opinion, political ideology, political parties and interest groups in the American system.

1 term – 3 semester hours.

Offered every year.

GVT H110 – Honors Introduction to American Democracy

A special honors section of an introduction to the American political system and constitutional framework. Focus will be on the interplay of various institutions (the Presidency, Congress and the Judiciary) in creating public policies. Contemporary public issues will be discussed, as will the role of political theory in shaping American democracy. Attention will be given to the role of the news media, public opinion, political ideology, political parties and interest groups in the American system.

By invitation only.

1 term – 3 semester hours.

Offered every fall.

GVT 120 – Research Methodology

Building on the skills learned in L110, students will be introduced to the subfields of political science and learn to analyze political writings. Focus will be on the use of the scientific method for research on politics and government. Students will learn the steps in writing a research paper, including developing the research question and selecting a research design. Attention will be given to the use of statistical analysis and public opinion polling in political research. Must be taken concurrently with GVT L120.

1 term – 4 semester hours.

Offered every year.

GVT L120 – Research Methodology Lab

Assignments for the lab involve exercises and projects that must be completed outside of normal classroom hours. The lab meets concurrently with GVT 120 and students must be registered for both the course and the lab in the same semester. The lab is graded on a pass/fail basis.

Prerequisites: GVT 120 must be taken concurrently.

1 term – 1 semester hour.

Offered every year.

GVT L210 – The World of Politics – Sophomore Colloquium

What does it mean to work in politics? Students will explore the world of political careers, issues, and institutions, through guest speakers, field trips, readings, and class discussions. This course is required of all government majors, and should normally be taken during the sophomore year.

Prerequisite: GVT 110.

1 term – 1 semester hour.

Offered every year.

GVT 203 – Women in World Politics

The relationship of women to their political culture and structures. The role of women seen in theory (e.g., Marxism, American feminism, existentialism) and in global comparative analysis.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

GVT 204 – Women in American Politics

An examination of women's place in the Constitution; policy concerns; and political participation. Attention will be given to women's societal roles and attitudes toward women of different classes and races and the ways in which these roles and attitudes influence women's political participation. Attention will also be given to the theories and perspectives of the current women's movement as they influence policy considerations.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

GVT 205 – Women in African Politics

This course examines women's issues in Africa and policies taken in several African countries to address these issues. It also explores the role of women as activists, decision-makers, and officials in African countries. When this course is taught on the Dakar, Senegal campus, the course will include visits with women involved in politics in Senegal on many levels. It will be interactive and will allow for face to face interactions with Senegalese women leaders. For graduate credit, a research paper is required.

1 term – 3 semester hours.

Normally taught at the Senegal campus.

GVT 208 – Politics and Religion

This course explores what major religions say about the status and responsibilities of the state and how, in turn, selective states have, in theory and practice, structured the place of religions in political life. Particular attention is given to issues of politics and religion in the United States.

1 term – 3 semester hours.

Normally offered every third year.

GVT 221 – Executive Branch Politics: Public Administration

An introduction to theory and practice of public administration by examining the structure and politics of the executive branch. Topics include executive branch organization, politics of the bureaucracy, the history of public administration, implementation of public policy; and administrative reform.

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered every year.

GVT 223 – American Politics and Institutions

This course will provide examination of the institutions that are involved in the American policymaking process. The student will learn about the presidential (as opposed to the parliamentary) system that exists in the United States. The course will focus on a relationship between the President and Congress and how that relationship impedes or facilitates the public policy process, including the budgetary process. The course will include a discussion of the president's role as head of the executive branch, and the implementation of congressional policies. Attention will also be given to the role of the judiciary in the policy process.

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered every year.

GVT 224 – American Politics and Policy

An introduction to the process by which public policies are made in the United States. The class will focus on agenda-setting and policy formulation at the federal level, and will include a discussion of the various actors and governmental institutions that impact public policy. Several policy issues will be used as examples to illustrate the process. Some comparisons will be made to state and local policymaking.

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered every year.

GVT 233 – Public Relations and Lobbying

Methods and practices of interest groups trying to influence legislative and administrative decision-making; methods and practices of public agencies trying to influence governmental policies; the military-industrial complex and other cases on federal and state levels.

1 term – 3 semester hours.

Normally offered every third year.

GVT 243 – American Constitutional Law

The growth of Constitutional law and the role of the Supreme Court is examined by analysis of court decisions dealing with Judicial Review, Federalism, Presidential and Congressional powers.

Prerequisite: Not open to freshmen.

1 term – 3 semester hours.

Normally offered every year.

GVT 244 – Civil Liberties

Analysis of Supreme Court decisions in regard to political and civil rights including freedom of speech, press, assembly and religion, obscenity, race and sex discrimination, and criminal procedure.

Prerequisite: Not open to freshmen.

1 term – 3 semester hours.

Normally offered every year.

GVT 253 – State and Local Government

The development, structure and functions of state governments with emphasis on the government of Massachusetts; the various forms of local government in cities and towns; analysis of the relationships between local, state, and federal governments.

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 261 – Theory and Practice of International Relations

Review of major approaches to the study of international relations. Definition of concepts such as power, nationalism, imperialism and dependency. Special attention to the use of force and conflict resolution. Special class project.

Prerequisite: Not open to freshmen.

1 term – 3 semester hours.

Normally offered every year.

GVT 266 – Topics in European Politics, Society and History

This is a team-taught course examining historical, sociological and governmental themes in post-World War II Europe. Among the topics considered, from these various perspectives, are: the Cold War and its end; NATO; the European Union; democratization; regional conflicts, and relations with America and the Third World.

1 term – 3 semester hours.

Normally offered alternate years at the Madrid campus.

GVT 267 – Spain: Topics in History, Politics and Society

This course examines the modern development of Spain from historical, sociological and governmental perspectives. Experts in each of these areas team-teach, emphasizing themes such as the Civil War, the transition to democracy, regionalism, and relations with the rest of Europe.

Prerequisite: Not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years at the Madrid campus.

GVT 276 – Political Theory

Political thought and philosophy from antiquity to the present, including such thinkers as Aristotle, Locke, Marx and Nietzsche. The course will highlight major watersheds in political theory such as the Renaissance and the Reformation, and will also examine non-Western traditions.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 278 – Literature and Politics

This course will examine novels with an expressed political theme introduced by the author. The theme may be either a central part of the plot or secondary to the main plot. The class will focus on American as well as foreign works. The class is open to non-majors.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 281 – Introduction to Comparative Politics

This course examines various methods of comparing political systems. Institutions such as executive departments, legislatures, court systems and local governmental systems are examined comparatively. It includes analysis of the impact of different economic systems on political/governmental institutions, and on economic circumstances that impact government. It also looks at political socialization both in terms of process and comparative content. An effort is made to include countries from all regions of the world.

Prerequisite: Not open to freshmen.

1 term – 3 semester hours.

Normally offered every year.

GVT 283 – Third World Politics

Theories dealing with the process of political change in countries of the Third World: the impact of the military, traditional culture and institutions, economic problems, strong personalities and other factors on political life and institutions

Prerequisite: Not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

GVT 306 – Women and Public Policy

This course examines women's issues and roles in the public policy process. Topics will include policies that affect women, such as child care, sex discrimination, sexual harassment, women's health care and reproductive issues. Emphasis will also be placed on women's roles in the policy process, as citizens, voters and public officials.

Prerequisite: Open to non-majors; not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 323 – Political Survey Research

Everything needed to design, carry out, and interpret a political survey. Topics covered include questionnaire design, sampling, interviewing, coding data, and univariate and bivariate analysis of the results. Multivariate analysis will be discussed but not studied in-depth. An actual survey will be conducted as a class project.

Prerequisite: Open to graduate students, seniors and juniors.

1 term – 3 semester hours.

Normally offered every year.

GVT 335 – Health Care Policy

Policies of present United States health care system critically analyzed and compared with other national systems. Current reform proposals receive special attention.

Prerequisite: Open to non-majors; not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 337 – Public Policy and Business

Public policy-makers interests in formulating and implementing policy in the areas of environmental protection, consumer protection, equal employment opportunity, health care, taxation and competition with a focus on business responsibility will be critically analyzed. Costs and benefits to the public and business will be evaluated.

Prerequisite: Open to non-majors; not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 339 – Community Advocacy

This course represents a unique opportunity for students to develop a general understanding of the relationship between politics and the community; a systematic and holistic way of viewing and analyzing the impact of community-based, community-wide organizations and efforts.

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 343 – State Court Process and Policy

Contemporary state court processes, progress and problems including trial and appellate court practice, procedure and participants; plea bargaining, alternative dispute resolution; policy making.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 344 – The Internet and Politics

Traditionally the media has dominated politics. Now the Internet is playing an increasing leading role in our political life. The Internet may become a powerful instrument to help us understand the new forces shaping voters references and a major source of interaction between voters and politicians. This course analyzes the interplay between politics and the Internet. Among the issue that will be discussed in the course include: Jesse Ventura's innovative Internet-based campaign in Minnesota; the impact of the Internet on advertising and polling; and the use of the Internet by grass-root activists to organize new groups and rally support for their causes. It will be an interactive course and it will take place in a computer lab.

Normally offered every year.

GVT 345 – New Directions in Advocacy and Lobbying

In this course we will examine the latest developments in interest group politics, including trends in grassroots organization, mobilization, and lobbying; fundraising; advocacy by nonprofit organizations; the growth of "issues management"; changing regulations; ethical considerations; and the evolving relationships between advocacy and electoral organizations. We will make extensive use of amateur and professional advocates and lobbyists as guest speakers. Students will be expected to write a research paper on some aspect of the current politics of advocacy and lobbying.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 346 – The American Presidency

Perspectives on the role and problems of the presidency in American political life; the nature and difficulties of presidential influence and effectiveness, presidential authority within our system of government, and the impact of presidential character.

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 347 – Legislative Process

The structure and functioning of legislatures. Particular emphasis on the U.S. Congress, how it works and how it compares with other legislatures. The role of legislatures in a democracy.

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 348 – Law, Race and Gender

Covers the 13th, 14th, and 15th amendments, known as the "Reconstruction amendments." This course focuses upon these three critical amendments, with an eye towards their importance in framing race-based rights, and the 14th with regard to gender-based rights. It emphasizes the politics of these amendments' language, ratification, and impact (including their 130-year interpretation by the Supreme Court). The course treats the U.S. Constitution dynamically, as a political and social educator. It also examines the extent to which the Constitution could be viewed as "race-" or "gender-blind."

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

GVT 352 – Constitutional Reform

A critical analysis of whether our constitutional system is adequate to effectively resolve the new and complex problems of governance in this century. The strengths and weaknesses of governmental structure created by the U.S. Constitution will be examined. Past and current amendment proposals will receive special attention.

Prerequisites: GVT 110-120, GVT 243-244 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 353 – Politics in Film

A country's popular culture offers significant and accurate insights into the political values, attitudes and beliefs of its people at a given point in time. One form of popular culture, films, can be a powerful disseminator of political messages. This course will examine a number of different eras and political themes as they have been reflected through films in the U. S.

Open to non-majors, not open to freshmen.

1 term – 3 semester hours.

GVT 354 – New Directions in Electoral Politics

In this course we will examine the latest developments in American electoral politics, including the organization of new parties and the restructuring of old ones; the development of new campaign techniques; the continuing evolution of campaign finance and of proposals to reform it; and the impact of easier voter registration. We will use this year's campaign as a laboratory and make extensive use of campaign professionals as guest speakers. Students will be expected to write a research paper on some aspect of current electoral politics.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 355 – American Parties and Politics

Historical overview of party development in the U.S. and of ideological and political trends as reflected in voting behavior. Recent developments in party structure, electoral strategies and political style. The party "crisis" vs. the "art" of political campaigning.

Prerequisite: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 356 – Massachusetts Politics and Elections

A look at the Commonwealth's party organizations, platforms and personalities. Focus on recent pivotal elections. Students will be required to do in-depth research projects examining specific topics in local electoral politics.

Open to non-majors, not open to freshmen.

1 term – 3 semester hours.

Normally offered every third year.

GVT 357 – Urban Politics and Government

This course examines the political process and problems characteristic of big cities in the United States today. Students are encouraged to do individual and group research on specific urban political topics.

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 358 – Politics and the Media

This course will explore the influence of media on contemporary political issues and public opinion; and the use of media in political campaigns, advertising, etc. Topics may include the impact of "talk radio," the issue of media bias, the role of television, the "Hollywood connection," etc.

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 359 – Race and Gender in U.S. Electoral Politics

An assessment of the relative influence of racial and gender groups upon U.S. politics in the twentieth century. This includes the periodic mobilization and demobilization of these social groups by the political parties; the contrasts in voting patterns of racial and gender groups; candidacies for office; the groups' movement beyond party politics into the social movement and interest group arena; and a discussion of the nature of representation and how racial and gender groups are said to be represented in Congress and the state legislatures.

Prerequisite: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

GVT 363 – American Foreign Policy

A decision-making approach to understanding the domestic and institutional context of U.S. foreign policy. Includes analysis of continuity and change since WW II using case studies of critical decisions, e.g., Korea, Cuba, Vietnam, etc.

Prerequisites: GVT 110-120, 261 or instructor's consent.

1 term – 3 semester hours.

Normally offered every year.

GVT 366 – The Massachusetts Legislative Process

This course examines fundamental framework, legislative oversight of the Executive Branch and basic functions of the Massachusetts Legislative. Special emphasis will be placed on gaining a practical understanding of the Massachusetts legislative process. Students are encouraged to explore the methods by which major legislative measures are undertaken, various roles of legislative leaders, committee hearings and the procedures that are used under the Massachusetts General Laws

Prerequisite: Open to non-majors, not open to freshmen.

Offered alternate years.

GVT 367 – Politics of Spain

This course is designed to provide students with a basic grounding in political institutions and processes in contemporary Spain. Political developments are presented in their socio-economic context, with special emphasis on the Spanish transition from a dictatorship to a democracy. Attention is also given to the issue of the Basque and Catalan nationalism.

1 term – 3 semester hours.

Normally offered alternate years or at the Madrid campus.

GVT 371 – Water: Planning for the Future

This course is a comprehensive introduction to the economies and ecology of water supply and water pollution control. Topics include watershed management, groundwater protection, and wastewater treatment. The inherent difficulty in applying static laws and regulations to a dynamic natural resource such as water is a recurring theme in the course. Strongly recommended for students interested in environmental management.

No prerequisites, but permission of the instructor is required.

1 term – 3 semester hours.

Normally offered every year.

This course is available through the Marine Studies Consortium and will be taught on the campus of one of the Consortium's member institutions.

GVT 372 – Coastal Zone Management

This course presents a survey of the coastal environment, its physical characteristics, natural systems, economic uses and development pressures. Lectures examine strategies formulated in the U.S. for land and water resource management in the coastal zone. The roles of federal, state and local government, environmental groups and resource users are also explored. Finally, by comparing coastal zone management problems in the U.S. to those elsewhere in the world, students gain a global perspective.

No prerequisites, but permission of the instructor is required.

1 term – 3 semester hours.

Normally offered every year.

This course is available through the Marine Studies

Consortium and will be taught on the campus of one of the Consortium's member institutions.

GVT 378 – Public Budgeting Systems

Examines determinants of the budgetary process which are encountered inside the public organization and in its environment. It explores the politics involved in the preparation, appropriation and expenditure phases. Special attention will be paid to expenditure controls, reporting instruments, debt administration, the collection of revenues and program evaluation. Appropriate reference will be made to the impact of inter-governmental fiscal system on the budgetary process.

Prerequisite: Open to non-majors.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 383 – African Politics

The political development of Africa in colonial and post-colonial periods. Analysis of the evolution of governmental institutions includes economic, social, and personal factors; political forces at work in present day Africa.

Prerequisite: Not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

GVT 384 – U.S. & the Middle East

This course will explore the role played by the United States in the Middle East in the twentieth century, with emphasis on the period since World War II. Our study will begin with a decision-making approach to understanding the domestic and institutional context of America's policy toward the region, followed by an examination of that policy as it confronted radical nationalist, socialist, and Islamic movements, Soviet influence, and specific contemporary problems – the Arab-Israeli conflict, the Lebanese civil war, the Iranian revolution, the Iran-Iraq War, and the Gulf War.

1 term – 3 semester hours.

Normally offered alternate years.

Open to non-majors, not open to freshmen.

GVT 385 – Politics of Former Soviet Republics

This course will examine political and economic institutions of newly independent entities from Kazakhstan to the Baltics. It will include historical roots of the Soviet Union from the Russian Revolution through the Gorbachev years. Attention will be paid to Marxist theory and non-Marxist challenges for the economy of the area as well as the state. While some attention will be paid to foreign relations of the former Soviet Union and the current regimes with Western Europe and the U.S. and elsewhere, the major emphasis will be on domestic policy issues and analysis of the impact of domestic policy on citizens of the former Soviet Union.

Prerequisite: Not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 387 – Caribbean and Central American Politics

Examines social and economic conditions and current political trends in the Caribbean and in selected Central American nations. Emphasis will be placed on comparative analysis of public policies in the region, as well as on external factors which impact on politics in the Caribbean and Central America. Students will use academic sources in their analysis, as well as novels and other literary sources for the background of their analysis.

Prerequisite: Not open to freshmen.

1 term – 3 semester hours.

Normally offered every third year. **C b**

GVT 389 – Politics of China

Emphasis on a particular approach to the problems of economic modernization and political development. Historical background; the revolutionary movement; present political structures and current issues.

Prerequisite: Not open to freshmen.

1 term – 3 semester hours. **C b**

GVT 391 – Canada: Multicultural Politics

This course examines the Canadian model of incorporating diverse communities into its constitutional and political framework, including the founding British North American Act of 1867, the 1982 Constitution Act, and two later attempts at constitutional reform. Canada's role in balancing two official languages, English and French, is discussed, as is its recognition of a "First Nations" native-governed territory in the Arctic. This course introduces students to the Canadian polity and compares its parliamentary system with the U.S. separation of powers system.

Prerequisites: GVT 110-120 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 393 – Politics of Mexico

Introduction to the government and politics of contemporary Mexico, with special attention to social and economic institutions, parties and social movements, and the influence of Mexico's revolutionary heritage. There will be some analysis of the interaction of US/Mexico relations and the impact of NAFTA on Mexican workers and the economy.

Prerequisite: GVT 281 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

GVT 395 – Politics of East European Transition

This course focuses on political developments in all countries formerly called “Eastern Europe” since the break with communism in 1990-91. There will be readings and discussion on matters of economic policy, construction of democratic institutions, foreign policy, and the challenges of dealing with internal ethnic conflicts and differences. At the instructor’s discretion, more time will be spent on some countries than others, but every effort will be given to taking a regional perspective as well as delving into some countries with depth.

Prerequisite: Not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 397 – South America: Political Institutions and Political Change

This course will examine the principal issues in the study of 20th Century South American Politics. It will center in the interaction between history and politics in Latin America’s quest for democratization. We will analyze the main actors and political institutions, the issues and the analytical framework to explain political developments in the Continent. We will compare paths of democratization in several South American countries to understand why democracy has flourished and is more consolidated in some countries than in others. We will also analyze specific policy issues and processes; civilian control over the Army, the emerging role of left-oriented parties, structural adjustment policies, the integration of these countries into the world economy, the role of the U.S. in the region and economic and political integration in the Americas.

Prerequisite: GVT 281 or instructor’s consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 399 – The Politics of Ethnic Conflict

The course will survey various theories of nationalism and ethnic conflict and test their applicability to a number of contemporary cases. After a look at the sources of ethnic conflict within a particular country we will examine the way in which the international system reacted. Special attention will be paid to conflicts that have or have had a U.S. diplomatic dimension, namely Northern Ireland and Israel / Palestinian Territories.

1 term – 3 semester hours.

Open to non-majors, not open to freshmen.

GVT L410 – Junior/Senior Colloquium – Student/Faculty Colloquium

A true appreciation of politics and government does not end at the classroom door. Government majors and department faculty will come together in this colloquium to read and discuss new and topical books that reflect their areas of interest. Students will convene initially to choose two or three books, suggested by faculty, that they will read over the course of the semester. Students and faculty will later share their assessment of these books in the colloquium. Finally, students will submit reports on the books they have read. Reports and participation will be graded on a pass/fail basis. This course may be used as an elective, but it is required of all Government majors who enter the program in the Fall, 2002.

Prerequisite: Open only to Juniors and Seniors.

1 term – 1 semester hour.

Offered every spring.

GVT 435 – Race and Public Policy

Public policy’s impact on Blacks, Chicanos, Native Americans, Puerto Ricans, and other minority groups; how public policy has contributed to racial oppression; policies for attaining racial equality; political strategies of minority groups.

Prerequisites: GVT 110-120 or instructor’s consent.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

GVT 436 – Topics in Public Policy

The class will select a single topic to illustrate the processes and controversies of social policy formulation. Focus varies with each course offering. Topics might include: AIDS, domestic violence, poverty and/or drugs.

Prerequisites: GVT 110 or GVT 120 or GVT 223 or GVT 224 or instructor’s consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 437 – Social Welfare Policy

This course examines the policy and politics of welfare in the United States. The course will place welfare policy in its historical context, beginning with the establishment of Aid to Families with Dependent Children in 1935 and its dismantling in 1996 with passage of the Personal Responsibility and Work Reconciliation Act. Students will read various interpretations of the problem of poverty and how to alleviate it. Other issues to be addressed may include social security and child care policy. While the class will focus on policy and politics at the federal level, it will also include discussion of welfare policy at the state level.

Prerequisites: GVT 110-120 or instructor’s consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 438 – Environmental Policy and Politics

From Rio to the Boston Harbor Project, this course examines the policies and politics of the environment. It examines the origins of the environmental movement in the United States focusing on the development and present function of government and non-government organizations responsible for the development and implementation of global, national, state and local environmental policies.

Prerequisites: GVT 110-120 or equivalent or instructor’s consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 456 – Urban Economic Development and Planning

This course is designed to provide a solid foundation in the creative use of modern economic development programs in urban areas. Contemporary strategies in business development initiatives, urban incentive aid programs, strategic planning, economic target areas, local property tax stabilization plans, economic development loan funds and job training programs will be explored. The innovative use of these municipal programs to spur private investment, expand the commercial and industrial business base and create permanent jobs will be the main focus of the course.

Prerequisite: Open to non-majors, not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 461 – Issues in International Relations

An in-depth examination of global political and political economy issues such as; the changing world order, environmental politics, human rights, peacekeeping alternatives, weapons proliferation and disarmament, and the role of non-state actors. Content will reflect the interests of both the instructor and students and will draw upon a variety of resources.

Prerequisite: GVT 261.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 462 – Approaches to Foreign Policy & Diplomacy

The objective of this course is to analyze the mechanisms and processes of diplomacy. It provides the sense of the evolution of statecraft, and it seeks to assess the utility of different approaches to the development and implementation of foreign policy and to examine the successes and failures of these approaches in different circumstances.

Prerequisite: Open only to Juniors and Seniors.

1 term – 3 semester hours.

GVT 463 – International Law and Organization

Examination of the development, principles and role of international law in the last two centuries; a study of the Charter, activities and politics of the United Nations Organization and its specialized agencies; NATO and other regional organizations.

Prerequisites: GVT 261 or 243; open only to Juniors and Seniors.

1 term – 3 semester hours.

Normally offered every year.

GVT 465 – Non-Governmental Organizations in World Politics

This course will explore the nature and varied roles in theory and practice of non-governmental organizations and the networks they form in contemporary world politics. Particular attention will be given to NGOs and NGO networks that operate in North America.

Prerequisite: GVT 261 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 466 – Free Trade Policy

This course, open to both undergraduate and graduate students, examines the period from the implementation of the North American Free Trade Agreement (1994) until the present, and the future possibly under the FTAA (Free Trade Agreement of the Americas). This course especially examines the pieces that free trade critics have alleged governments ignore; the social side effects of increased industrialization under the free trade model. This includes the adoption of "just in time" manufacturing strategies in Canada and the U.S., which force workers to speed up production. In Mexico, side effects have included polluted boundary waters and sexual harassment of women in maquiladora factories. Overall, the course assesses the arguments as to whether older sectoral free trade or the newer, "freer" trade is more responsible for the current problems. It also includes an examination of the anti-globalization movements and to correspondence between their rhetoric and the current reality of free trade.

Prerequisite: GVT 261 or instructor's consent.

1 term – 3 semester hours.

Offered every year.

GVT 467 – Comparative Social Movements

This class examines the political ramifications of social movements primarily but not exclusively within the United States. It looks at ideology, beliefs and mechanisms of mobilization. Another important focus is an analysis of non-white social movements in this country and their impact on domestic politics. Among the movements to be examined are: the Pan-African movement 1919 to 1939 which will, to some extent, take us outside this country; the U.S. Civil Rights Movement 1955 to 1969 which covers the rise of the Black Power movement; and the U.S. Labor Movement 1900 to 1955 in terms of non-white influence on its programmatic goals.

Prerequisite: Open only to Juniors and Seniors.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

GVT 469 – Human Rights

An examination of human rights at the end of the 20th Century. Attention will be given to the origin and expansion of the concept of human rights, the place of human rights in different political systems, the links between culture and human rights and the means and mechanisms for safeguarding rights with particular reference to the United Nations system.

Prerequisite: GVT 261 or instructor's consent.

1 term – 3 semester hours.

GVT 471 – Topics in Democracy

In this course, students will have an opportunity to examine the basic foundations of the democratic theory and practice. Specifically, the course will focus on building blocks of a democratic relationship between people and government, including transparency, accountability, accessibility, and opportunities for effective advocacy and participation. Both classical and modern authors who have weighed in on these issues will be discussed.

Prerequisites: GVT 110-120 or instructor's consent for non-majors.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 473 – American Political Thought

Reading and discussion of original works by significant American political thinkers. Readings vary, but might include *The Federalist* and works by Paine, Jefferson, Calhoun, Thoreau, Sumner, Reed, Dewey, Lippman, Goodman, King, Malcolm X, Carmichael, Hamilton, Friedan, and Dillinger.

Prerequisite: Open only to Juniors and Seniors.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 475 – Radical and Revolutionary Political Thought

This course focuses on those political thinkers, such as socialists, feminists, anarchists, pacifists, and ecologists, who have opposed the established order and sought to change it. Topics covered include utopian visions (e.g., Owen, Morris, Bellamy, Gilman), criticism of existing institutions (Wollstonecraft, Marx, Fanon, Beauvoir), and strategies for change (Goldman, Malcolm, Lenin, Cabral). The emphasis is on reading original theoretical works, with several writing assignments.

Prerequisite: Open only to Juniors and Seniors.

1 term – 3 semester hours.

Normally offered every third year.

GVT 481 – Topics in Comparative Politics

Designed for Government majors with a particular interest in political structures, behaviors or issues that are most properly studied in a comparative context, for example, revolution, ideology, bureaucracy, etc. Content will reflect on particular research interests of both the instructor and the students, drawing upon a large body of comparative political literature.

Prerequisite: GVT 281 or instructor's consent.

1 term – 3 semester hours.

GVT 482 – Politics of European Integration

The object of this course is to provide students with an overview of the process of European integration. We will assess the status and meaning of "European Union" in its domestic and economic dimensions. A central focus of the course will be to analyze the historical forces that fostered political and economic integration in the continent and to find out why there is a push for deeper integration.

Prerequisites: GVT 261 or 483 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 483 – Politics of Europe

Comparative study of political development in Europe; politics in Europe's post-industrial societies and in selected countries of southern and eastern Europe; challenges of European integration.

Prerequisites: GVT 281 or instructor's consent.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 485 – Politics of the Middle East

Interlocking themes making the contemporary Middle East an area of chronic conflict: Big Power rivalries; social and political change within individual countries; unity and rivalry involved in Arab nationalism; the Palestinian-Israeli-Arab dispute.

Prerequisites: GVT 281 or instructor's consent for non-majors.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

GVT 486 – Political Economy of Latin America

This course will examine the principal issues in the study of 20th Century Latin American Political Economy. It will center on the interaction between politics and economics in Latin America's quest for economic development. We will analyze the main actors, the issues and the analytical framework used to explain Latin American Political Economy. We will compare paths of industrialization in Latin America and East Asia/Europe to understand why some countries develop while others stagnate. We will also analyze specific L.A. political economy issues and processes; the debt crisis, structural adjustment, the integration of L.A. countries in the global economy, economic integration in the Americas including NAFTA, economic inequality and the new neo-liberal policies currently implemented throughout the continent.

Prerequisite: GVT 281, or EC 102 or above.

1 term – 3 semester hours.

Normally offered alternate years.

GVT 487 – Japan: Politics and Policy

Examining Japanese political culture, structures, processes and public policies. Historical background; the relationship between government and business; Japan as an advanced industrial society; problems of interdependence for Japan and the West.

Prerequisite: GVT 281 or instructor's consent.

1 term – 3 semester hours.

GVT 503 – Washington Academic Seminar I

An intensive off-campus experience, normally of two weeks duration, arranged through a qualified agency in Washington, D.C. Topics vary. Students will be graded by both an on-site evaluator and an assigned Government Department faculty member. Students are normally required to keep a journal of the off-campus experience and to write a significant research paper based on the topic of the academic seminar upon their return.

3 semester hours.

Normally offered every year.

GVT 504 – Washington Academic Seminar II

An off-campus experience, normally of one week duration, arranged through a qualified agency in Washington, D.C. Topics vary. Students will be graded by both an on-site evaluator and an assigned Government Department faculty member. A writing assignment is usually required upon completion of the seminar.

1 semester hour.

Normally offered every year.

GVT 505 – Studies in Government

Individual program of reading and research on an approved topic under the supervision of a member of the department. Only for qualified juniors and seniors.

Prerequisites: Instructor's consent and approval of department chairperson.

1 term – 3 or 4 semester hours.

Offered every semester.

GVT 506 – Summer Party Convention Program

An opportunity to do an internship through the Washington Center at either the Republican National Convention or the Democratic National Convention. College students will learn what goes on behind the scenes and interact with important public figures that are influential in setting public policy at various levels of government. They spend a week prior to the convention studying the electoral process, familiarizing themselves with conventions operations and preparing for their convention fieldwork assignments. In addition, they hear from a wide variety of speakers, including members of the media, party officials, and other political personalities. Student are then assigned as volunteers to assist with the work of the convention during the second week.

6 credits.

This course is different every 4 years.

GVT 507 – Government Study Trip

Specially arranged study trip to a foreign country for the purpose of obtaining knowledge through direct experience and observation. Includes prearranged site visits, meetings, required reading and written assignments.

Prerequisite: Instructor's consent.

1 term – 3 semester hours.

Offered as opportunities arise.

GVT 508 – Study Trip Capstone Seminar

As a follow-up to a Government sponsored Study Trip (see GVT 507), this course would offer a chance for students exposed to a country or a region of the world by their study, to return to the University and do extensive research and writing on a chosen topic related to the area just visited. For example, if students participated in a study trip to Russia, this "Capstone Seminar" would encourage students to reflect on their trip and choose one topic related to Russia and write a deep and serious analytical research paper on it, and also have a chance to share their research and writing with other students with similar interests and experiences from the same trip.

1 term – 3 semester hours.

GVT 509 – United Nations Seminar

Intensive study of the U.N., its subsidiary bodies, and their role in international relations. Research on a particular African member-state, acquisition of knowledge of U.N. processes and procedures, and seminar paper required of each student. Students may attend a simulation of the Organization of African Unity or similar model U.N. conference during the semester.

Prerequisite: Instructor's consent is required. Background in international relations is recommended.

1 term – 3 semester hours.

Normally offered every year.

GVT 521 – Internship in Government

Approximately 12 hours a week working in a government-related position designed to give the student more responsibility and learning opportunity than is normally available in an entry-level job. Interested students should consult instructor in advance.

Prerequisites: Junior standing, instructor's consent, and concurrent enrollment in GVT 522.

1 term – 3 semester hours.

Normally offered every semester.

GVT 522 – Internship Seminar

Weekly seminar for students in the government internship program. The internship experience will be used in the discussion and testing of theories of bureaucracy, public administration, and organization presented in the reading assignments.

Prerequisite: Concurrent enrollment in GVT 521 or equivalent experience.

1 term – 3 semester hours.

Normally offered every semester.

GVT 523 – Washington Internship (Fall or Spring)

A full-time, one-semester internship in Washington, D.C. Consult the Department office for more details.

Prerequisite: Junior standing; limited to 5 students per semester, selected by competitive application.

1 term – 12 semester hours.

GVT 524 – Washington Internship (Summer)

A full-time summer internship in Washington, D.C. Consult the Department office for more details.

1 full semester session – 9 semester hours.

GVT 525 – Washington Internship Seminar

Available in conjunction with GVT 523 or 524.

1 term – 3 semester hours.

GVT 526 – International Internship

A full-time, one-semester International internship. Consult the Department office for more details.

Prerequisite: Junior standing; selected by competitive application. Normally must be taken with GVT 528 and 529.

1 term – 9 semester hours.

GVT 528 – International Seminar I

One of two required seminars to be taken by International interns.

Prerequisites: Normally must be taken with GVT 526 and 529.

1 term – 3 semester hours.

GVT 529 – International Seminar II

One of two required seminars to be taken by International interns.

Prerequisites: Normally must be taken with GVT 526 and 528.

1 term – 3 semester hours.

GVT 555 – Senior Thesis

Individual program of reading, research and writing on an approved topic under the supervision of a member of the department, for students in all tracks who meet the criteria for departmental honors and who wish to prepare a thesis for submission to the honors committee. Must be taken in the first semester of the senior year.

Prerequisites: Grade point average 3.0 overall, 3.4 in major; completion of a minimum of 6 credits in Government at Suffolk University; advisor's signed consent; application approved by honors committee in spring of applicant's junior year.

1 term – 3 semester hours.

Normally offered every fall.

HISTORY

History Faculty

Professors: Cavanagh, Greenberg (Chairperson),
McCarthy (Education and Human Services),
Robbins (Associate Dean)

Associate Professors: Allison, Bellinger, Plott,
Umansky

Lecturers: Bresnahan, Ejofodomi, Goudsouzian,
Hannigan, Hansen, Howarth, Libertini, Logan, Nolan,
Rosecan, Shadbash, Zumoff, Zybala

A major in History provides students with an understanding of the relationship between past and present. History students learn the analytical skills which provide a solid foundation for a variety of careers, professions, or graduate programs. Many History students continue their education in Law School. Others pursue careers in teaching at the secondary or university level; in politics, government or the foreign service; in scholarship, research and historical consultation; in preservation, archival, and museum work; in international and other business opportunities; or in journalism, public relations, broadcasting, and writing. But most importantly, History majors at Suffolk learn to analyze and interpret the nature of change over time – a critical skill in modern society.

Majors must complete 10 courses in History (30 credits).

Core Requirements

2 courses, 6 credits

Majors must complete one of the following sequences:

HST 101-102 History of Western Civilization or
HST 121-122 World History or
HST 181-182 American History

Concentration Tracks

4 courses, 12 credits

The purpose of the concentration tracks in History is to give additional focus to a student's major program. No specific courses are required for any concentration since the particular needs and interests of students vary considerably. Students may choose from the courses listed under each track. We encourage students to develop their programs in close consultation with their advisors. The program should also include related courses in other disciplines.

Track 1. American History

| | |
|---------|--|
| HST 271 | African-American History, 1619-1860 |
| HST 272 | African-American History, Since 1860 |
| HST 291 | American Foreign Relations to 1898 |
| HST 292 | American Foreign Relations Since 1898 |
| HST 318 | The History of Sports in America |
| HST 319 | The History of Black Music in America |
| HST 333 | The United States in the Twentieth Century: 1898-1945 |
| HST 334 | The United States in the Twentieth Century: Since 1945 |
| HST 360 | Native America: From Pre-History to the Trail of Tears |
| HST 361 | Native America: 1832 to the Present |
| HST 363 | Naval History: U.S.S. Constitution |
| HST 367 | Disability in America |
| HST 371 | U.S. Women's History: Colonial to 1865 |
| HST 372 | U.S. Women's History: 1865 to Present |
| HST 381 | American Colonial History |
| HST 382 | The American Revolution |
| HST 383 | Boston: The Heritage of a City |
| HST 388 | Crime in America: 20th Century Case Studies |
| HST 389 | American Constitutional History I |
| HST 390 | Constitutional History II: From the 14th Amendment to the Present |
| HST 391 | The Young Nation: U.S. History 1789-1850 |
| HST 392 | The American Civil War and Reconstruction |
| HST 393 | America: The Old and New South |
| HST 394 | Slavery |
| HST 395 | Race and Ethnicity in American History |
| HST 482 | Culture of the Sixties |
| HST 483 | Death, Disease and Healing in American History |
| HST 484 | Crime, Law and Society in U.S. History |
| HST 485 | History of American Law |
| HST 486 | The Vietnam War in History, Literature and Film |
| HST 487 | History, Literature and the South |
| HST 489 | Law, Literature and History |
| HST 494 | Politics and Protest |

Track 2. European History

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|-------------|--|
| HST 211-212 | British History I, II |
| HST 265 | Spain: History, Topics and Society |
| HST 266 | Topics in European Politics, Society and History |
| HST 274 | Women in Nineteenth Century Europe |
| HST 275 | Women in Twentieth Century Europe |
| HST 279 | The Spanish Civil War |
| HST 301-302 | The Ancient World I, II |
| HST 303 | Law, Culture and Society in the Ancient World |
| HST 304 | Imperial Rome |
| HST 311 | Law, Culture and Society in the Middle Ages |
| HST 312 | Renaissance and Reformation Europe |
| HST 322 | The French Revolution and Napoleon |
| HST 325 | Exploration, Colonization and Imperialism |
| HST 326 | World Affairs, 1875-1930s |
| HST 328 | A Globe in Crisis: World Affairs, 1930 – present |
| HST 336 | Fifth Century Athens |
| HST 340 | Modern Asian History |
| HST 384 | Military History of the Modern World |
| HST 410 | Class and Social Control in Europe 1830-1914 |
| HST 411 | Europe, 1815-1914 |
| HST 412 | Europe in the 20th Century |
| HST 414 | Nazi Germany |
| HST 415 | Ireland: From the Celts to the Present |
| HST 418 | Czech Republic and Slovakia |
| HST 421-422 | Intellectual and Cultural History of Modern Europe |
| HST 426 | Culture and Politics in Europe, 1919-1939 |
| HST 433 | The Russian Revolution |
| HST 434 | New Europe: Before and After Glasnost |

Track 3. History of Women

Womens Studies 111, Women, History and Culture. Counts as a History course for majors.

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| HST 274 | Women in Nineteenth Century Europe |
| HST 275 | Women in Twentieth Century Europe |
| HST 371 | U.S. Women's History: Colonial to 1865 |
| HST 372 | U.S. Women's History: 1865 to Present |

Track 4. History and the Law

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|-------------|--|
| HST 211-212 | British History I, II |
| HST 291 | American Foreign Relations to 1898 |
| HST 292 | American Foreign Relations Since 1898 |
| HST 303 | Law, Culture and Society in the Ancient World |
| HST 311 | Law, Culture and Society in the Middle Ages |
| HST 333 | U.S. in the Twentieth Century: 1898-1945 |
| HST 334 | U.S. in the Twentieth Century: Since 1945 |
| HST 367 | Disability in America |
| HST 382 | The American Revolution |
| HST 388 | Crime in America: 20th Century Case Studies |
| HST 389 | American Constitutional History I |
| HST 390 | American Constitutional History II: From the 14th Amendment to the Present |
| HST 392 | The American Civil War and Reconstruction |
| HST 394 | Slavery |
| HST 421-422 | Intellectual and Cultural History of Modern Europe |
| HST 484 | Crime, Law and Society in U.S. History |
| HST 485 | History of American Law |
| HST 489 | Law, Literature and History |
| HST 494 | Politics and Protest |

Track 5. African and African-American History

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| HST 261 | African History to 1800 |
| HST 262 | Modern African History Since 1800 |
| HST 263 | Race and Politics in South Africa |
| HST 271 | African-American History, 1619-1860 |
| HST 272 | African-American History Since 1860 |
| HST 319 | The History of Black Music in America |
| HST 324 | African History |
| HST 325 | Exploration, Colonization and Imperialism |
| HST 327 | World History: Selected Topics |
| HST 330 | The History of Senegal |
| HST 393 | America: The Old and New South |
| HST 394 | Slavery |
| HST 395 | Race and Ethnicity in American History |
| HST 396 | The African Diaspora |

History Courses Outside the Concentration

4 courses, 12 credits, 200 level or above

These courses should be chosen through discussion with an advisor. The main goal is to broaden understanding by turning a student's attention toward people and parts of the world outside the area of concentration. For example, students with a concentration in History and the Law could satisfy this requirement by taking certain courses in African History, Women's History, or Latin American History.

Honors in History

In order to be considered for Honors in History a student must satisfy the following criteria:

1. Students interested in the Honors program should consult with the Chair of the History Department before the first semester of their Junior year. Qualifying students must have a 3.5 overall GPA as well as a 3.5 GPA in History courses.
2. Honors candidates should register for HST 503 (History: Theory & Practice 3 credits) during the Junior or Senior year. Registration in this course must be approved by the Chair of the Department.
3. During the Junior or Senior year Honors candidates should register for HST 500 (Directed Study, 3 credits). They should use this course to complete a research paper under the guidance of a major Professor. The research paper must be discussed and approved by the entire History Department.

Honors Major in History and Literature

This Honors program provides interested and qualified students the opportunity to explore in-depth the relations between history and literature. The History and Literature Honors student must complete the requirements for a major in *either* History or English *and* also complete the requirements for the Minor in the other of the two Departments. The student must also complete the Honors program in both Departments.

Regardless of whether the student in History and Literature chooses to major in History or English, he or she must also satisfactorily complete the Honors requirement in *both* the History and English Departments.

See the History and Literature major program listing in this catalog.

Phi Alpha Theta History Honor Society

Phi Alpha Theta, a member of the American Association of College Honor Societies and the recognized honor group in the field of History, has maintained its Theta Lambda Chapter at Suffolk since 1962. Composed of both faculty and student members, the Theta Lambda Chapter is comprised of scholarly individuals who have earned outstanding records, both in the classroom and on campus. Student membership is determined: (1) for juniors, by the completion of at least fifteen semester hours of history courses with an average of 3.5, plus a

general cumulative average of 3.5; or (2) for seniors, by the completion of at least fifteen semester hours of history, averaging 3.5, plus a general cumulative average of 3.25. Transferred credits cannot be counted in the requirements. Invitations to membership are extended, generally, during the junior and senior years. All inducted members remain permanently on the roster of the Theta Lambda Chapter.

The Minor Program in History

Eighteen hours of course work are required of students who elect a minor concentration in History. The requirements are as follows: one of the following two-semester sequences: HST 101-102 (Western Civilization I, II) or HST 121-122 (World History I, II) or HST 181-182 (American History I, II); then any four additional History courses numbered 200 or above.

Graduate Courses

Graduate level courses can be arranged as needed on an individual basis. Students should consult with the Chair of the Department.

Licensure for Teaching History in the Middle School or Secondary School

Undergraduate students who wish to obtain initial licensure in middle school teaching in Massachusetts must complete the 36 credit hour English/History for Middle School Teachers Major in the Department of Education and Human Services. Undergraduate students who wish to obtain initial licensure in secondary school history should major in history, completing 36 credit hours in history and an additional 24 credit hours in the Department of Education and Human Services. Interested students should consult the EHS section of the catalog for more information.

Graduate students wishing to obtain professional licensure in middle school and secondary school history must complete 18 credit hours in history to fulfill the academic component of the appropriate Master's degree. Course selection will occur in consultation between the teacher candidate and the History Department's education advisor.

History Courses

HST 101-102 – History of Western Civilization I, II

A survey of European culture and society from antiquity to the present. Topics include: The Greek, Judaic, and Roman heritage; Christianity; the Middle Ages; the Renaissance and Reformation; the Scientific and Industrial Revolutions; imperialism and socialism.

2 terms – 6 semester hours.

Offered every year.

HST 121-122 – World History I, II

A survey of the major cultural groupings in the world community from the beginning of civilization to modern times. Attention given to Mesopotamian, Egyptian, Indian, Chinese, Greco-Roman, African, Amerindian, Judeo-Christian, and Islamic civilizations.

2 terms – 6 semester hours.

Offered every year. **C b**

HST 160 – Cultural Contact in World History

This course satisfies the diversity requirement in the School of Management. It will explore the way people define themselves as part of a culture. How do individuals become part of group? How do people create a culture and what does that culture mean to them? How do these cultural identities overlap or intersect? Examines several different cultural interactions, focusing on the cultures of Asia, Africa, and Native America, as well as Europe and European-Americans.

1 term – 3 semester hours.

Offered every semester. **C b**

HST 181-182 – American History I, II

A survey of such topics as Colonial politics and society; Native Americans; the American Revolution; the Age of Jackson; Sectionalism and Slavery; Industrialization; America's rise to world power; Race in America; the Great Depression; the two World Wars and Vietnam; Culture and Counter-Culture.

2 terms – 6 semester hours.

Offered every year.

HST 211-212 – British History I, II

England, Scotland and Wales from Celtic times; the development of the English monarchy after 1066; Tudor and Stuart absolutism; the Civil War; industrialization; the British Empire and world leadership; transition from aristocracy to democracy.

2 terms – 6 semester hours.

Normally offered alternate years.

HST 245 – Middle East Since 1258

History of the Middle East from 1258 to the present. Study of the region as an arena for religious, cultural, economic, political, and military conflict. Topics include: The struggle for independence, the rise of radical Arab nationalism, the role of foreign powers in the region, and the changing position of the Middle East in the World economy.

1 term – 3 semester hours.

Normally offered every third year. **C b**

HST 261 – African History to 1800

This course will explore the history of Africa from "prehistoric" times to the 19th century to give students an introduction to African Studies and a sense of Africa's place in World History. Topics include: the Nile Valley civilizations, West African Empires, the Trans-Saharan Trade, the Slave Trade, the Spread and Impact of Islam.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

HST 262 – Modern African History Since 1800

This course will cover the history of Africa from 1800 to the present and enable students to develop an understanding of issues that affect the relationship between modern Africa and the world. Topics include: The African Tradition, the impact of Islam and Christianity, Abolition of the Slave Trade, European imperialism and Colonialism, African Independence Movements, African Nationalism, Pan Africanism.

1 term – 3 semesters hours.

Normally offered alternate years. **C b**

HST 263 – Race and Politics in South Africa

An analysis of the history of South Africa from 1800 to the present. Examines how politics based on race came to permeate every aspect of life in South Africa. Detailed case studies to illuminate the special case of the Republic of South Africa, 1910-1990, and African opposition to racism in South Africa.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

HST 265 – Spain: History, Topics and Society

This course examines the modern development of Spain from historical, sociological and governmental perspectives. Experts in each of these areas team-teach, emphasizing themes such as the Civil War, the transition to democracy, regionalism, and relations with the rest of Europe.

Offered only on the Madrid campus.

HST 266 – Topics in European Politics, Society and History

This is a team-taught course examining historical, sociological and governmental themes in post-World War II Europe. Among the topics considered, from these various perspectives, are: the Cold War and its end; NATO; the European Union; democratization; regional conflicts, and relations with American and the Third World.

Offered only on the Madrid campus.

HST 271 – African-American History, 1619-1860

This course will examine the history of Africans in the United States from their arrival in the colonies to the Civil War and the end of legal slavery. Topics include: The slave trade, the development of the slave system, African-Americans and the Declaration of Independence, and the abolition movement.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

HST 272 – African-American History, Since 1860

This course will examine African-American History from the end of slavery to the present. Topics include: Emancipation and Reconstruction, Reconstruction and the Constitution, the Exodusters, the Harlem Renaissance, Pan Africanism, the Civil Rights Movement, the Black Power Movement, African-Americans at the turn of the century.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

HST 274 – Women in Nineteenth-Century Europe

An exploration of the condition of European women from 1800 to 1914. Readings focus primarily on women's experiences in France and Great Britain. Topics include: the effects of industrialization on the lives of working-class women; working and middle-class women's negotiation of marriage, work, and family life; the rise of feminism, women's greater participation in the public sphere, and conservative reaction to these changes in women's place in society; women and crime; "Victorian" ideas about female sexuality; the politics of class and gender in nineteenth-century European society.

Closed to freshmen except with written permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

HST 275 – Women in Twentieth-Century Europe

An examination of the changing place of women in European society since 1900. Topics include: women's suffrage and the political advances of the 1920s and 1930s; the revolution in sexual mores, birth control, and the rise of companionate marriage; women and the consumer economy; the anti-woman policies of Fascist Italy and Germany under National Socialism; liberation of women and retrenchment in the Soviet Union; World War II; feminism, sexual liberation, and women's political engagement since the 1960s; and, throughout the twentieth century, women's continuing negotiation of work and family responsibilities.

Closed to freshmen except with written permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

HST 276 – History of Modern Latin America

The development of Latin American states, society, economy, and culture from colonial origins to the present.

1 term – 3 semester hours.

Normally offered every third year. **C b**

HST 277 – Early Mesoamerican Life and Culture

This course examines the social, cultural, and anthropological history of ancient and medieval Amerindian societies in Mexico. It focuses upon the Olmec, Maya, Zapotec, and Aztec societies up until the sixteenth century Spanish conquest.

1 term – 3 semester hours.

Normally offered every third year. **C b**

HST 278 – Mexico Since the Spanish Conquest

An historical overview of the four and one-half centuries of cultural, political, and economic developments which shaped modern Mexico – including revolution, war, and the controversial impact of U.S. policy.

1 term – 3 semester hours.

Normally offered every third year. **C b**

HST 279 – The Spanish Civil War, 1936-1939

This innovative course, team-taught simultaneously by video conference between the Boston and Madrid campuses, analyzes and discusses a truly significant twentieth century conflict. The Spanish Civil War, often characterized as a dress rehearsal for World War II, involved the Loyalists' defense of republican Spain against insurgent fascist Nationalists under Francisco Franco, aided by Hitler and Mussolini. Focus will be placed on the intervention of thousands of foreign volunteers, including Americans, to help defend the beleaguered republic. Aspects explored include the war's content, causes, development, consequences, conflicting interpretations and historiography. A course highlight brings class members together in Madrid for field trips to important battle sites; trip expenses are the exclusive responsibility of each interested student.

1 term – 3 semester hours.

Normally offered every third year.

HST 291 – American Foreign Relations to 1898

U.S. foreign policy from the American Revolution to 1900. Emphasized are: America's relations with Europe, the Caribbean and Far East; the War of 1812; the Monroe Doctrine and Manifest Destiny; the Civil and Spanish-American Wars.

1 term – 3 semester hours.

Normally offered alternate years.

HST 292 – American Foreign Relations Since 1898

An exploration of one of the most significant developments of modern times: the tremendous expansion of the U.S. public and private role in world affairs. How and why has this occurred? What controversies and problems has it engendered, and with what consequences for Americans and others? Key topics include the turn-of-the-century emergence of the U.S. as a world power, America's involvement in the two World Wars, the Cold War, Vietnam, and globalization. Also examined are U.S. political, military, and economic relations with Latin America, Asia, the Middle East, Europe, and Africa. A variety of historical interpretations and international relations theories are discussed, as are concepts like imperialism, neo-colonialism, and nationalism. Racism, class, and gender issues are explored. The course also looks at the Arms Race, peace movements, and the U.S. attitude toward international law and institutions.

1 term – 3 semester hours.

Normally offered alternate years.

HST 301-302 – The Ancient World I, II

A problem-centered approach to the political, social, intellectual and cultural development of the Ancient Near East, Egypt, Greece, the Hellenistic World, the Roman Republic and the Roman Empire, emphasizing readings from ancient authors.

2 terms – 6 semester hours.

Normally offered every third year.

HST 303 – Law, Culture and Society in the Ancient World

This course presents an overview of primitive law and legal codes in Mesopotamia and Egypt, followed by a comparative analysis of the legal systems of the Hebrews, the Greeks and the Romans. The central goal will be to analyze the ways in which legal cultures distinctive to particular societies are shaped.

1 term – 3 semester hours.

Normally offered in alternate years.

HST 304 – Imperial Rome

This course offers an introduction to the “Golden Age” of Roman culture and power. Close readings of selections from major historians, poets, political thinkers, and philosophers will be examined in the context of Augustan Rome. Topics such as pietas, virtus, and gravitas, as well as the competing claims of public duty and private devotion, stoic maxim and erotic love lyric, will be discussed from the perspectives of writers such as Virgil, Livy, Tacitus, Horace, Catullus and Lucretious.

1 term – 3 semester hours.

Normally offered alternate years.

HST 311 – Law, Culture and Society in the Middle Ages

An analysis of civilization in Europe from the fall of the Roman Empire in the West to the High Middle Ages, with special emphasis upon the transformation of learning and developments in the arts and the evolution of distinctively medieval legal cultures.

1 term – 3 semester hours.

Normally offered every third year.

HST 312 – Renaissance and Reformation Europe

Intellectual and cultural developments of the Renaissance, and of the Protestant and Catholic Reformations in their social and political contexts. Topics include: Humanism; the rise of the city-state; art, and science; changes in family and social life; the “causes” of the Reformation (intellectual, social, technological); Calvinists, Lutherans, and Radical Reformers; Counter-Reformation political consequences; the Wars of Religion.

1 term – 3 semester hours.

Normally offered every third year.

HST 318 – The History of Sports in America

This class will look at the history of sports in America from the era of American independence to the present. This course will examine the various roles which sports have played in American society including entertainment, cultural, social, political, and business.

1 term – 3 semester hours.

Normally offered every third year.

HST 319 – The History of Black Music in America

Black music has been one of the primary cultural forces in the United States. Serving as an expression of African American consciousness, this art form provides commentary on many aspects of black life including the social and political. It has also been a major force in shaping the culture of the United States as a whole. As such it provides an excellent window for exploring the history of Black America as well as the history of all America. With the use of texts, videos, and recordings this course will examine the music of Black America in the contexts and communities in which it was created and performed, and also in relationship to the wider world. Topics covered will include the African heritage of Black music, Black sounds in the colonial era, the songs of the slaves, from brass bands to dance bands, the blues and the growth of American pop music, jazz for every age, the modern black pop sounds: r&b, soul, funk and hip-hop.

1 term – 3 semester hours.

Normally offered alternate years.

HST 320 – Islamic Middle East from 7 A.D. to the Present

This course presents a coherent account of the origin and history of Islam in the Middle East from 7 A.D. to the present. It analyzes the terms, events, characteristics, developments, movements, and the institutions that have been part of the shaping of Islam in the region. An examination of the ideological challenges and the impact of Islam in the Middle East and the world today from both spiritual and political perspectives.

1 term – 3 semester hours.

Normally offered every third year.

HST 322 – The French Revolution and Napoleon 1789-1815

The background and outbreak of revolution; the French Republic; the Reign of Terror; the European impact of the Revolution; the career of Bonaparte; Napoleonic warfare; the rise, fall and significance of the Empire.

1 term – 3 semester hours.

Normally offered alternate years.

HST 324 – African History

Selected topics will include: African Religions and Philosophy, traditional African social and political institutions, colonial policies and the role of the Humanities in African independence, Women in African History, the Law in Africa, Pan-Africanism and the Organization of African Unity, the Military in Contemporary Politics, Africa and the United Nations.

1 term – 3 semester hours.

Offered alternate years.

HST 325 – Exploration, Colonization and Imperialism

Begins with an overview of the “Old Worlds” (Africa, America, Asia, and Europe) before the rise of European hegemony. Next we will look at the growth of Europe’s nation-states and their movement into the control of world trade. Then we will cover the period from the 15th to the 19th centuries – the transition from exploration to colonization to imperialism. The final segment of the class will pick up with the colonial/imperial system and its impacts on the modern world.

1 term – 3 semester hours.

Normally offered every third year. **C b**

HST 326 – World Affairs, 1875-1930s

An examination of pivotal developments in modern world history. Topics will include the consolidation of the industrial order in Europe and the United States; the development of the new global political economy in the late-nineteenth century; the rise of labor and other forces for change in industrial societies; imperialism – and great power rivalry – in Asia, the Middle East, Africa, and Latin America; the emergence of Japan; revolutions in Mexico and China; the origins and global impact of the First World War; the Russian Revolution; the spread of nationalism in the underdeveloped world; the rising influence of the United States; postwar Europe; and the onset of the Great Depression.

1 term – 3 semester hours.

Offered alternate years. **b**

HST 327 – World History: Selected Topics

Emphasizes the continuities and changes that take place within civilizations; the similarities, differences, and relationships that exist among contemporary civilizations around the world. Special attention given to the evolving conflict between traditionalism and modernity.

1 term – 3 semester hours.

Offered alternate years.

HST 328 – A Globe in Crisis: World Affairs, 1930s – present

An examination of pivotal developments in modern world history. Topics will include the Great Depression and its impact; the transformation of the Soviet Union; fascism; the origins and global impact of the Second World War; the origins of the Cold War; the collapse of the European empires; nationalism and revolution in the postwar underdeveloped world; the postwar economic boom; the rise of automobile and consumer societies in Europe, America and Japan; the Korean and Vietnam wars; the changing role of youth in the culture and politics of the 1960s; the end of the economic boom and the international politics of petroleum in the 1970s; changing roles for women; the rise of Reaganism and Thatcherism; late century revolutions in communications, transportation, and production; postmodernism; the collapse of the Soviet Union; the global arms race; and the social, political and environmental trajectories of late-20th century patterns of development. (This course is part of a two-semester sequence on modern world history from 1875 to the present. Either may be taken separately.)

1 term – 3 semester hours.

Offered alternate years. **C b**

HST 330 – The History and Culture of Senegal

This is a class on the history and culture of Senegal to be taught in Dakar, Senegal, West Africa. It is structured as an educational, cultural immersion trip. Student will be introduced to Senegal's history, culture and customs through lectures, readings, music, video and interaction with people, activities, cultural institutions and historic sites.

1 term – 3 semester hours.

Professor's permission required.

Normally offered every third year.

HST 333 – The United States in the Twentieth Century: 1898-1945

America's emergence as a world power; the Progressive era; U.S. intervention in World War I and its consequences; the Great Depression of the 1930s and the New Deal; World War II period.

Note: Formerly HST 495.

1 term – 3 semester hours.

Normally offered alternate years.

HST 334 – The United States in the Twentieth Century: Since 1945

Post-World War II changes in American society; origins and impact of the Cold War and American globalism; the Civil Rights movement; Vietnam and the upheavals of the 1960s; economic changes of the late-20th century; the assault on the New Deal order.

Note: Formerly HST 496.

1 term – 3 semester hours.

Normally offered alternate years.

HST 336 – Fifth-Century Athens

This course offers an introduction to the "high" classical period of Greek thought. Close readings of selections from the major historians, poets, dramatists, and philosophers will be examined in the context of Periclean Athens. Topics such as the relationship between democracy and empire, written law (*nomos*) and natural inclination (*physis*), and the influence of the Sophists and the Presocratics will be discussed from the perspectives of writers such as Thucydides, Aeschylus, Pindar, and Plato. This course is identical to Humanities 336.

1 term – 3 semester hours.

Normally offered alternate years.

HST 340 – Modern Asian History

A survey of Asian history and culture, exploring historical developments in Southern, Southeast, and East Asia from the 1700s to the present. Topics will include the role of religion in Asian society; women and culture; change and continuity in China; India since 1700; Japan's isolation and emergence; colonialism and independence; and the development of national and economic power.

1 term – 3 semester hours.

Normally offered alternate years.

HST 356 – World War II: The Global War

This course examines the Second World War from political, military and socio-cultural perspectives. It connects experiences of combatants and civilians with issues of total war, and shows how global conflict fundamentally altered both the world's geopolitical contours and the consciousness of those who waged and endured it.

1 term – 3 semester hours.

Normally offered every third year.

HST 360 – Native America: From Pre-History to the Trail of Tears

This course will examine the native people of North America before and after the European conquest. Topics will include native Americans' relations with one another; their reactions to the Europeans; European and native American perceptions of one another; "white Indians" and "noble savages"; resistance and assimilation; the United States and Indian removal.

1 term – 3 semester hours.

Normally offered alternate years. **C a or b**

HST 361 – Native America: 1832 to the Present

This course will consider Native Americans from the period of removal to the present. Topics will include the Seminole, Black Hawk, and Plains Indian wars; recent American anthropology and ethnography; stereotyped views of Indians; assimilation and the reservation movement; twentieth-century cultural images of Native Americans; the American Indian Movement.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

HST 363 – Naval History: U.S.S. Constitution

In 1794 Boston's citizens watched the largest ship built here up to that time come together at the water's edge. Students will explore the 203-year story of the Constitution by learning how craftsmen built this massive ship without electric tools; by following her two hundred years of naval service to the nation; by examining "life at sea" for the 450 sailors and officers who lived on board for voyages lasting several months; and by surveying the ways Americans have adopted the Constitution as a national symbol, using her image to adorn decorative as well as utilitarian objects. Taught by the Director of the U.S.S. Constitution Museum. Frequent field trips to the ship and museum.

1 term – 3 semester hours.

Normally offered every third year.

HST 367 – Disability in America

This course surveys the historical experience of several disability groups in the United States during the nineteenth and twentieth centuries. This course approaches disability as a social and political, rather than medical category. Taking deafness, blindness, and physical disability as case studies, we will look at how disability has been understood in different historical periods, and how these understandings have been expressed in a range of societal venues (public policy, medicine, social welfare, education, popular culture). Finally, we will examine the moments in American history when people with disabilities – and their allies at times – have organized to improve the socioeconomic or legal circumstances of various disability groups.

1 term – 3 semester hours.

Normally offered every third year.

HST 371 – U.S. Women's History: Colonial to 1865

This course traces the roles, images and experiences of women in America from colonial times to 1865. Topics include the family, work, religion, education, health care, motherhood, sexuality, social and political activism, legal status, labor activism, and popular culture. With attention to ethnicity, race, class, age, region of residence, disability and sexual orientation, the course focuses primarily on the everyday lives of ordinary women.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

HST 372 – U.S. Women's History: 1865 to Present

This course examines the social and cultural history of women in the United States from the close of the Civil War to the present. Using not only gender but also race, ethnicity, class, age, disability, region of residence, and sexual orientation as important categories of analysis, the course focuses on women's public and private lives. Topics include the family, work, religion, education, health care, private lives, motherhood, sexuality, social and political activism, legal status, labor activism, and popular culture. Course materials include novels and films.

1 term – 3 semester hours.

Normally offered alternate years.

HST 381 – American Colonial History

The course emphasizes the founding and settlement of the American colonies; their social, economic, and political development; the British-French struggle for control of the North American continent; the Great Awakening; the background and causes of the American Revolution.

1 term – 3 semester hours.

Normally offered every third year.

HST 382 – The American Revolution

This course provides an analysis of the background, progress and results of the American Revolution. Emphasis is placed upon military aspects of the War for Independence, and on post-war efforts to establish a permanent workable American government.

1 term – 3 semester hours.

Normally offered every third year.

HST 383 – Boston: The Heritage of a City

The development and influence of Boston from its foundation in 1630: the Massachusetts Bay Colony, cradle of the American Revolution; Boston as a Yankee merchant capital, Brahmin cultural center, immigrant melting pot, and modern metropolis.

1 term – 3 semester hours.

Normally offered alternate years.

HST 384 – Military History of the Modern World

Western warfare from the French Revolution to the present, stressing strategy and tactics, weapons development and use. In-depth study of Napoleonic campaigns, the American Civil War, World Wars I and II, and the technological transformation of war in the contemporary era.

1 term – 3 semester hours.

HST 388 – Crime in America: 20th Century Case Studies

An in-depth examination of six high-profile "criminal" cases from the past century: Sacco and Vanzetti, the Scottsboro 9, Ethel and Julius Rosenberg, Charles Manson, Patti Hearst, and the Big Dan's rape case. Focus on the social conditions that surrounded each case, creating uniquely American accusations and reactions.

1 term – 3 semester hours.

Normally offered alternate years.

HST 389 – American Constitutional History I

The development of American constitutional government. Topics will include the drafting and ratifying of the state and federal constitutions in the 1770s and 1780s; problems of individual liberty versus government power; state rights; race and slavery; war powers; pluralism.

1 term – 3 semester hours.

Normally offered alternate years.

HST 390 – Constitutional History II: From the 14th Amendment to the Present

This course will explore changes in the American Constitutional system since the Civil War. Topics will include due process and national citizenship; the growth and expansion of federal power; the evolution of segregation; the New Deal; the return of civil rights; the expansion of individual rights; the role of courts and states in the federal system.

1 term – 3 semester hours.

Normally offered alternate years.

HST 391 – The Young Nation: U.S. History 1789-1850

America's early national history, from President Washington to pre-Civil War sectional strife. Topics include Hamilton's and Jefferson's impact, the War of 1812, Marshall and the Supreme Court, nationalism and westward expansion, Jacksonian democracy, the Mexican War, slavery and sectionalism.

1 term – 3 semester hours.

Normally offered every third year.

HST 392 – The American Civil War and Reconstruction

Topics include the antebellum reform and expansion movements, especially as they affected slavery, and the deepening sectional crisis of the 1850's. An in-depth analysis of the violent Civil War which followed, and Southern Reconstruction to 1877.

1 term – 3 semester hours.

Normally offered every third year.

HST 393 – America: The Old and New South

The American South from colonial times to the present. Topics include: slavery, plantation life, sectional strife and Civil War; Reconstruction and racism; the civil rights struggle, and the dynamic "New South."

1 term – 3 semester hours.

Normally offered every third year.

HST 394 – Slavery

A history of slavery in the United States. Topics include the law of slavery, the master class, the Southern "lady," female slaves, the profitability of slavery, slave revolts, the proslavery argument, and the politics of slavery.

Registration by permission of the instructor.

1 term – 3 semester hours.

Normally offered every third year. **C a**

HST 395 – Race and Ethnicity in American History

An overview of American History from the perspective of its racial and ethnic minorities. Topics include: Native American efforts to retain cultural independence and to shape relations with the majority; Asian Americans and the "model minority" myth; African-Americans and the Constitution; recent refugees and current immigration legislation.

1 term – 3 semester hours.

Normally offered every third year. **C a**

HST 396 – The African Diaspora

An examination of the dispersion of Africans to the Americas during the era of the slave trade and the establishment of new World communities of Africans and people of mixed descent. Topics include: The Slave Trade, comparative Slave Systems, Religion, Resistance and Revolutionary Movements, Return and Redemption Movements, Pan Africanism, Race and Class.

1 term – 3 semester hours.

Normally offered every third year. **C a or b**

HST 410 – Class and Social Control in Europe, 1830-1914

An examination of middle-class values and attitudes in the nineteenth century and their influence on the regulation of European society, including middle-class perceptions of the working class, the social role of women in the "bourgeois century," and ideas about the duties and place of the middle class in nineteenth-century society. Topics include: the social consequences of industrialization; perceptions of working-class criminality; middle-class values and their acquisition by aristocrats and working-class men and women; the myth and reality of Victorian sexuality; Modernist culture and fear of the modern at the turn of the twentieth century. Course readings will focus primarily on these issues in France and Great Britain.

Note: Formerly Class and Society in 19th Century Europe

1 term – 3 semester hours.

Normally offered every third year.

HST 411 – Europe, 1815-1914

The political, economic, social, and cultural development of the principal European states from 1815 to 1914. Topics include: restoration and resistance after the Congress of Vienna; the evolution of the "rising" European middle class; the revolutions of 1848; the effects of industrialization and urbanization; nationalism and imperialism; socialism, feminism, and conservative reaction; Modernist culture and the rise of the Avant-garde; the political and diplomatic antecedents to World War I.

1 term – 3 semester hours.

Normally offered alternate years.

HST 412 – Europe in the Twentieth Century

The political, economic, social, and cultural developments of the principal European states since 1900. Topics include: World War I; the social and economic dislocations of the 1920s and 1930s; the rise of Fascism and National Socialism; World War II; the remains of colonialism; modernization and Americanization since the 1960s; the European Union; Europe after the Cold War; and throughout the twentieth century, the importance of class and class conflict, nationalism, and war in shaping the European experience.

1 term – 3 semester hours.

Normally offered alternate years.

HST 414 – Nazi Germany

German and European preconditions; the Versailles Treaty and the failure of the Weimar Republic; Hitler's ideas, collaborators and institutions; Nazi foreign and domestic policy; World War II and the concentration camps.

1 term – 3 semester hours.

Normally offered alternate years.

HST 415 – Ireland: From the Celts to the Present

Irish origins and medieval background; Anglo-Irish history from the Tudor invasion of Ireland in 1534 to the present will be explored with emphasis on the interrelationship between developments in the two nations.

1 term – 3 semester hours.

Normally offered every third year.

HST 418 – Czech Republic and Slovakia

An examination of the situation and contributions of the Czech, Moravian, and Slovak peoples – and their neighbors, the Austrians, the Hungarians, the Germans, and the Poles – from early medieval times until the present. Included will be the Great Moravian Empire, the Czech Kingdom, the Holy Roman Empire, the first Czechoslovak Republic, the Soviet Empire, the “Velvet Revolution” of 1989, and the “velvet divorce” of the Czech and Slovak Republics.

1 term – 3 semester hours.

Normally offered alternate years.

HST 421-422 – Intellectual and Cultural History of Modern Europe

The “educated” classes of Europe, their sociology and their culture, from the Renaissance to the present: the Scientific Revolution, the Enlightenment, the French Revolution, 19th century Liberalism and Conservatism, Socialism, and 20th-century Irrationalism.

2 terms – 6 semester hours.

Normally offered every third year.

HST 426 – Culture and Politics in Europe, 1919-1939

This course examines the social and political development of European society between the two world wars, primarily through the literature, art, and films of the period. Topics include: the dissolution of pre-1914 middle-class society; deviance and sexuality in the 1920s; the role of decadence in art and the Fascist response to deviance in life and art; women, workers, and the new technology; the rise of Fascism; political engagement and polarization throughout European society in the face of economic and social crisis.

1 term – 3 semester hours.

Normally offered every third year.

HST 433 – The Russian Revolution

The origins, events, and aftermath of the Bolshevik Revolution, 1917-1929: conditions under the Czarist regime; the revolutionary underground; the February and October Revolutions; civil war and consolidation of Bolshevik power; Lenin, Trotsky, Stalin.

1 term – 3 semester hours.

Normally offered every third year.

HST 434 – New Europe: Before and After Glasnost

The course will focus on the Soviet Union, Germany and their neighbor states. Begins with an exploration of the contradictory genesis of Glasnost and Perestroika in economic stagnation and in the liberation tradition of socialism. Examines the impact of these movements and their related dislocations on the Europe of the late 1980s and their implications for the new Europe of the 1990s.

1 term – 3 semester hours.

Normally offered alternate years.

HST 451-452 – History of China I, II

The cultural, intellectual, and political history of China. Consideration of Chinese philosophy, literature, fine arts and folklore; the rise of Chinese communism and the development of the People's Republic.

1 term – 3 semester hours.

Normally offered alternate years.

HST 482 – Culture of the Sixties

This course will explore the cultural and social trends of the 1960s. Topics include: the Counter Culture, New Left, Vietnam War, Civil Rights, Black Power, ethnic revival, poverty and Feminism.

1 term – 3 semester hours.

Normally offered alternate years.

HST 483 – Death, Disease and Healing in American History

American medicine from the eighteenth century to the present. Topics include: public health, epidemics, alternative medical systems, the medical profession, medical education, women and medicine, genetic manipulation, insanity, the development of hospitals and medical ethics.

1 term – 3 semester hours.

Normally offered every third year.

HST 484 – Crime Law and Society in U.S. History

American crime from the Puritans to the present. Topics include: punishment, witchcraft, mobs, crime and slavery, origins of prisons and police, criminal insanity, juvenile justice, prohibition, the Klan, organized crime, and women and crime.

1 term – 3 semester hours.

Normally offered every third year.

HST 485 – History of American Law

A topical seminar on the social history of American law from the 17th century to the present. Topics include law and the economy, the law of slavery, the legal profession, the courts, administrative law, torts.

1 term – 3 semester hours.

Normally offered alternate years.

HST 486 – The Vietnam War in History, Literature and Film

An interdisciplinary examination of the American war in Vietnam. Special focus will be on both American and Vietnamese fiction, poetry, and film depictions of the conflict, as well as on the analysis of historical documents and accounts. This course is recommended for History and Literature Honors Majors, and is identical with English 486. Jointly taught by professors from both the History and English Departments. Registration is by permission of one of the instructors.

1 term – 3 semester hours.

Normally offered every third year.

HST 487 – History, Literature and the South

A seminar on the History, Literature and Culture of the American South. We will examine historical documents, novels, poems, essays, autobiographies, and films. Topics include honor, slavery, violence, race and gender. Jointly taught by an historian and a poet. Registration by permission of the instructors.

1 term – 3 semester hours.

Normally offered every third year.

HST 489 – Law, Literature and History

The History of American Law and Literature. Focus on a variety of topics and approaches: legal issues as they appear in works of literature; legal philosophy and the nature of legal reasoning; reading a case as a work of literature; and the historical transformation of legal thought.

1 term – 3 semester hours.

Normally offered every third year.

HST 494 – Politics and Protest

This course will examine the impact of organized reform movements on American History from 1800 to the 1960's. Themes include utopianism, assaults on injustice, and attempts to control the behavior of "undesirable" groups. Topics include anti-slavery agitation and religious revivalism before the Civil War, problems of industrialism and the working class, progressive political and social reform, temperance and prohibition, woman suffrage and women's rights, civil rights, and the counterculture.

1 term – 3 semester hours.

Normally offered every third year.

HST 500 – Directed Studies in History

By special arrangement members of the History department will schedule seminars or individual discussion sessions with students interested in directed reading and research. Open to Juniors and Seniors with the permission of the instructor.

1 term – 3 semester hours.

Offered every semester.

HST 503 – History: Theory & Practice

This course is intended for Honors students and for students interested in graduate study in History. It will focus on the nature of historical thought – with special attention to issues of current concern to the profession. A limited-enrollment seminar.

1 term – 3 semester hours.

Offered every year.

HST 522 – History Internship

Approximately 12 hours a week in a history-related position, at a museum, historical society, or archive, designed to introduce the student to the professional opportunities and responsibilities in the field of public history or historic preservation. Interested students should consult instructor in advance.

Prerequisite: Consent of instructor.

1 term – 3 semester hours.

HST 526 – History in the Middle School Curriculum

This course is designed for students who are preparing to teach in the middle schools. The students will be introduced to various concepts and resources for the development of a middle school history curriculum. During the semester, students will develop a curriculum and lesson plan for the classroom.

1 term – 3 semester hours.

Normally offered alternate years.

HST 527 – History in the Secondary School Curriculum

This course is designed for students who are preparing to teach in the secondary schools. The students will be introduced to various concepts and resources for the development of a secondary school history curriculum. During the semester, students will develop a curriculum and lesson plan for the classroom.

1 term – 3 semester hours.

Normally offered alternate years.

HISTORY AND LITERATURE – HONORS MAJOR

Coordinators: Dr. Kenneth Greenberg, *Professor and Chair, History Department*; Dr. Frederick Marchant, *Professor and Director of Creative Writing, English Department*

Prospective Majors must seek the prior approval of the coordinators of the Program in order to undertake this major. The major is open only to Honors students.

Honors Major in History and Literature

This Honors program provides interested and qualified students the opportunity to explore in-depth the relations between history and literature. The History and Literature Honors student must complete the requirements for a major in *either* History or English *and* also complete the requirements for the Minor in the other of the two Departments. The student must also complete the Honors program in both Departments. Thus the course requirements of this program are as follows:

1. Completion of the Major in either History or English (30 credits)
2. Completion of the Minor in the non-major field (18 credits)
3. Completion of Honors Requirements in History and in English

Honors Component of the History and Literature Major

Regardless of whether the student in History and Literature chooses to major in History or English, he or she must also satisfactorily complete the Honors requirement in both the History and English Departments. The History and Literature Honors component will include the following:

- a. A 3.5 grade point average.
- b. Completion of the English Department's Honors Seminar at an Honors level.

- c. Completion of HST 503, "History: Theory and Practice," at an Honors level.
- d. Completion of an Honors Essay under the joint direction of one History and one English Professor on a topic that combines the fields of History and Literature.
- e. The Honors Major must also provide an oral defense of the Honors Essay, to be evaluated and approved by professors from both Departments.

Interdisciplinary Advising in History and Literature

To facilitate this process, and to help in the selection of appropriate courses in both Departments, the History and Literature Honors student must select two official Advisors, one from History and one from English. The advisors will perform several functions:

1. Provide overall coordination of all aspects of the program between the Departments.
2. Help the students select courses in the two Departments that will provide a focus for the program. For example, students may be directed to courses in both Departments on American History and Literature, or the Nineteenth Century, or Women in History and Literature, or on a variety of other parallel topics.
3. Help the students select an Honors paper topic and guide them through the writing process.

Departmental Requirements

See the History and English Departmental listings for further details about the respective departmental requirements for either Major or Minor.

HUMANITIES

Department of Humanities and Modern Languages

Professors: Croxford, Kostopulos-Cooperman, Rosellini (Chairperson)

Associate Professors: Kelton, Smythe

Assistant Professors: Abrams, Barriaes-Bouche, Cramer, Salvodon

Lecturers: Fowler, Gemmato, Hoff, Jurich, Kalogeris, Naranjo, Plotkin, Simpson, Smith, Steck, Varat, Ward, Watson-Born

Lab Instructor: Marko

Slide Curator: Varat

Professors Emeriti: Boudreau, Collins Weitz, Fang, Fehrer, Hastings, Hourtienne, Petherick

Courses with a Humanities (HUM) designation are offered within the Department of Humanities and Modern Languages. The 100 level courses provide an introduction to the study of culture as seen through art, music, and/or literary expression. Courses 200 and above provide focus on the art or music of historic periods or on specific issues.

Major and Minor Requirements in Humanities

The Department offers the B.A. degree. All majors in Humanities require 30 hours of course work. The major is available in three tracks: Art History, Music History, and General Humanities. Minors require 18 hours of course work and are available in Art History, Music History, and General Humanities.

Humanities Major – Art History Track

(10 courses, 30 hours total)

| Foundation Requirement | 2 Courses, 6 Hours Credit |
|------------------------|---------------------------|
| 105-106 | Art History I & II |

Upper Level Course Requirement 6-8 Courses, 18-24 Hours Credit

Chosen from among the following Humanities courses:

| | |
|-----|--|
| 305 | Art of Greece and Rome |
| 306 | Art of the Middle Ages |
| 307 | Art of the Italian Renaissance |
| 308 | Art of the Baroque and Rococo |
| 309 | Art of the Nineteenth Century |
| 310 | Modernism in Art |
| 311 | American Art |
| 312 | Art of the Northern Renaissance |
| 316 | Contemporary Art |
| 321 | Women, Art, and Society |
| 501 | Independent Study (directed by a professor of art history) |

Related Options A Maximum of 2 Courses, 6 Hours

May be chosen from the following: ADF S101, ADF S143, and ADF S151 (all offered by NESADSU) and PHIL 219 Philosophy of Art.

Humanities Major – Music History Track

Foundation Requirement 2 Courses, 6 Hours Credit

| | |
|---------|-------------------------|
| 111-112 | History of Music I & II |
|---------|-------------------------|

Upper Level Course Requirement 6-8 Courses, 18-24 Hours Credit

Chosen from among the following Humanities courses:

| | |
|-----|--|
| 210 | Music of the Twentieth Century |
| 211 | Music of the United States |
| 221 | History of Women in Music |
| 223 | World Music |
| 225 | Music Around Boston |
| 227 | Jazz |
| 229 | Music History: Opera |
| 231 | Music of Africa |
| 233 | The Blues |
| 335 | Music of Mozart |
| 337 | Music of Beethoven |
| 501 | Independent Study (directed by a professor of music history) |

Related Options A Maximum of 2 Courses, 6 Hours

May be chosen from HUM 120-121, Chorus I-II or any Humanities offering at level 200 or above.

Humanities Major – General Humanities Track

Foundation Requirement 4 Courses, 12 Hours Credit

101 and 102, Art, Literature, Music I & II are required.

Chose one of the following sequences:

| | |
|---------|-------------------------|
| 105-106 | Art History I & II |
| 111-112 | History of Music I & II |

Supplemental Requirement 6 Courses, 18 Hours Credit

Humanities courses at level 200 or above.

Minor in Art History

Foundation Requirement **2 Courses, 6 Hours Credit**

105-106 Art History I & II

Upper Level Course Requirement **4 Courses, 12 Hours Credit**

Chosen from among the following Humanities courses:

- 305 Art of Greece & Rome
- 306 Art of the Middle Ages
- 307 Art of Italian Renaissance
- 308 Art of the Baroque and Rococo
- 309 Art of the Nineteenth Century
- 310 Modernism in Art
- 311 American Art
- 312 Art of the Northern Renaissance
- 316 Contemporary Art
- 321 Women, Art & Society

Minor in Music History

Foundation Requirement **2 Courses, 6 Hours Credit**

111-112 History of Music I & II

Upper Level Course Requirement **4 Courses, 12 Hours Credit**

Chosen from among the following Humanities courses:

- 210 Music of the Twentieth Century
- 211 Music of the United States
- 221 History of Women in Music
- 223 World Music
- 225 Music Around Boston
- 227 Jazz
- 229 Music History: Opera
- 231 Music of Africa
- 233 The Blues
- 335 Music of Mozart
- 337 Music of Beethoven

Minor in General Humanities

Foundation Requirement **4 Courses, 12 Hours Credit**

101 and 102, Art, Literature, Music I & II are required.

Choose one of the following sequences:

- 105-106 Art History I & II
- 111-112 History of Music I & II

Upper Level Course Requirement **2 Courses, 6 Hours Credit**

Chosen from among the Humanities courses at Level 200 or above.

Honors in Humanities

Students who have achieved a 3.0 average overall and who have completed 18 hours in Humanities courses with an average of 3.5 or better are eligible for honors in Humanities.

Humanities Courses

HUM 100 – Music Appreciation

Study of the elements, forms and composers of Western music plus selected examples of non-Western music. Perception and enjoyment developed through selected listening, reading and concert attendance.

1 term – 3 semester hours.

Normally offered every year.

HUM 101 – Art, Literature, Music I

Presentation and analysis of artistic, musical and literary works of Western Civilization from the Ancient World through the Renaissance. Discussion of the cultural value systems that produced particular movements in the visual arts, literature and music.

1 term – 3 semester hours.

Offered every semester.

HUM 102 – Art, Literature, Music II

Presentation and analysis of artistic and literary works of Western Civilization from the 16th to the 20th Century. Discussion of the cultural value systems that produced particular movements in the visual arts, literature, and music.

1 term – 3 semester hours.

Offered every semester.

HUM 105 – Art History I

A survey of the art of western civilization from prehistoric caves to the cathedrals of the Middle Ages. Works of painting, sculpture, and architecture are presented in their historical context. Course covers Egyptian, Ancient Near Eastern, Greek, Roman, early Islamic, Byzantine, Romanesque, and Gothic. Visits to local museums are assigned.

1 term – 3 semester hours.

Offered every year.

HUM 106 – Art History II

A survey of the art of Europe and America from the Renaissance to the present. Works of painting, sculpture, and architecture are presented in their historical context. Course covers the Renaissance, Baroque, Rococo, Neoclassicism, Romanticism, Realism, Impressionism, Post-Impressionism, Cubism, Surrealism, Abstract Expressionism, Pop, and Post-Modernism. Visits to local museums are assigned.

1 term – 3 semester hours.

Offered every year.

HUM 111 – History of Music I

A chronological survey of Western music from Gregorian chant to the death of Beethoven. Assigned readings, critical listening, class discussion and concert attendance.

1 term – 3 semester hours.

Offered every year.

HUM 112 – History of Music II

A chronological survey of Western music from Schubert to the present. Assigned readings, critical listening, class discussion and concert attendance.

1 term – 3 semester hours.

Offered every year.

HUM 120-121 – Chorus

A group of mixed voices which studies and performs a cappella and accompanied music of various styles, periods, and cultures. Previous experience not required.

1 term – 1 semester hour.

Offered every year.

HUM 210 – Music of the Twentieth Century

The diversity of styles from Debussy through Stravinsky, Schoenberg, Bartok and Copland to more recent developments, including electronic, chance and minimalist music, and musical theater.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 211 – Music of the United States

Survey from Colonial times to the present. Various attempts to create an indigenous style. Folk, religious music and symphonies, jazz and American musical theater. Composers include Billings, Beach, Ives, Copland, Bernstein and others.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 221 – History of Women in Music

The history of music from the Middle Ages to the present presented in the lives and music of women composers, performers, and critics. Assigned readings, critical listening, class discussion and concert attendance.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

HUM 223 – World Music

Selected topics in the folk and traditional musics of Africa, the Near East, the Far East, and the Pacific, examined in the context of their cultures and their roles in the life of the indigenous peoples of those areas. Assigned readings, critical listening, class discussion, and concert attendance.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

HUM 225 – Music Around Boston

Representative concerts of chamber, orchestral and vocal music. Introductory study of musical materials, the works to be performed, their composers and the time in which they lived. Discussion of the concerts and evaluation of performances. A \$50 lab fee paid at registration, covers the cost of tickets.

1 term – 3 semester hours.

Normally offered alternate summers.

HUM 227 – Jazz

Evolution of jazz from blues and ragtime through Dixieland to the avant-garde experiments of today. Contributions of major soloists, arrangers and composers. Listening, reading and concert attendance.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

HUM 229 – Music History: Opera

A comprehensive historical survey of opera focusing on the stylistic and formal development of the medium from its initial phases in the Baroque era into the 20th century. Lectures will include discussions of vocal technique as well as examination of the renowned masterworks of the operatic literature. Representative video and audio examples will supplement class lectures.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 231 – Music of Africa

Introduction to the traditional and contemporary music of Sub-Saharan Africa. Focus on selected cultural traditions. Look at how African music is related to military, political, and other dimensions of culture. Appreciation of the connections between Afro-Popular music and the continent's older traditions.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 233 – The Blues

Selected topics dealing with the blues from its origins in various Southern regions of the U.S., through its post-war urban relocation, up to modern interpretations in rock, pop, rap and hip-hop today. Blues music, both technically and culturally, will be considered from the artists' perspective as a form of African-American expression and American/African-American oral history, as well as a unique indigenous form of American music. Influences of European, African, Country and jazz styles will be examined, as well as the themes of race and alienation, and similar socio-cultural influences that have shaped and defined the music over time.

HUM 250 – Image to Word: Writing on Art

Focus will be on expository writing about the artistic process and critical commentary on artists working in all media. Texts include the perspectives of artists such as Sir Joshua Reynolds and Vincent van Gogh; art historians, color theorists and critics. The class will learn to write an analytical review of a current exhibition.

This course is cross-listed with ENG 250.

HUM 304 – Imperial Rome

This course offers an introduction to the “Golden Age” of Roman culture and power. Close readings of selections from major historians, poets, political thinkers, and philosophers will be examined in the context of Augustan Rome. Topics such as pietas, virtus, and gravitas, as well as the competing claims of public duty and private devotion, stoic maxim and erotic love lyric, will be discussed from the perspectives of writers such as Virgil, Livy, Tacitus, Horace, Catullus and Lucretius.

This course is cross-listed with HST 338.

HUM 305 – Art of Greece and Rome

Painting, sculpture and architecture of ancient Greece and Rome in their cultural context. Emphasis on the temple form and the representation of the ideal human figure in Greece, and on engineering achievements, portrait sculpture and wall paintings in the Roman world.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 306 – Art of the Middle Ages

Religious and secular painting, sculpture, architecture and the minor arts in the context of medieval civilization. Examples of mosaic, ivory carvings, manuscript illumination, enamel work, stained glass, altarpieces, fresco paintings, basilica churches, monasteries, and cathedrals from Early Christian, Byzantine, Barbarian, Carolingian, Ottonian, Romanesque, and Gothic periods are included. Visits to local museums are assigned.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 307 – Art of the Italian Renaissance

Painting, sculpture and architecture of the 14th, 15th and 16th centuries in Italy viewed in their cultural context. Issues covered include the search for ideal form, the tools of realism, the effect of changes in patronage, development of portraiture. Artists include Giotto, Masaccio, Donatello, Leonardo da Vinci, Raphael, Michelangelo, and Titian.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 308 – Art of the Baroque and Rococo

A study of 17th and 18th century painting, sculpture and architecture in Italy, Spain and Northern Europe. Artists include Rembrandt, Rubens, Caravaggio, Bernini, Poussin, Velázquez, Watteau, Boucher, Fragonard, and Chardin.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 309 – Art of the Nineteenth Century

A study of Neoclassicism, Romanticism, Realism, landscape painting and Impressionism in European painting. Artists include David, Ingres, Friedrich, Constable, Delacroix, Goya, Courbet, Millet, Daumier, Manet, Monet, Renoir, Degas, and Cassatt.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 310 – Modernism in Art

A study of European painting and sculpture from around 1880 to 1940, including Symbolism, Post-Impressionism, Fauvism, Expressionism, Cubism, Futurism, Suprematism, Constructivism, De Stijl, The Bauhaus, Dada and Surrealism. Artists include Gauguin, Cézanne, Van Gogh, Matisse, Kandinsky, Picasso, Braque, Malevich, Mondrian, Duchamp, Masson, Magritte, Dali and Ernst.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 311 – American Art

A study of American painting, sculpture, photography, and architecture from the colonial period through WWII. Artists include the Freake limner, Smibert, Copley, West, Stuart, Jefferson, Whistler, Sargent, Eakins, Homer, Ryder, Bierstadt, Cole, Church, Bingham, Lane, Hosmer, Inness, Sloan, Sullivan, Wright, Hopper, Sheeler, Davis, Shahn, O'Keefe, Dove, Hartley, Marin, Bellows, Riis, Hine, Stieglitz, Strand, Weston, Steichen and Lange.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 312 – Art of the Northern Renaissance

Painting and the graphic arts of the 14th, 15th, and 16th centuries in Northern Europe, viewed in its historical context. Issues include the invention of oil painting and the development of woodcut and engraving, the effect of the Reformation on art, and the relationship to the Renaissance in Italy. Artists include van Eyck, Durer, Brueghel.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 316 – Contemporary Art

A study of European and American art since WWII, including Abstract Expressionism, Colorfield painting, Pop Art, Minimalism, Neo-Dada, Happenings and Performance Art, Earth Art, Feminism, Neo-Expressionism and Postmodernism. Artists include Bacon, Giacometti, Hofmann, Pollock, De Kooning, Frankenthaler, Rothko, Newman, Stella, Judd, Andre, Hesse, Calder, David Smith, Serra, Johns, Rauschenberg, Warhol, Lichtenstein, Smithson, Holt, Christo, Nevelson, Kaprow, Kosuth, Kruger, Sherman, Baldessari, Salle, Polke, Basquiat, Kiefer and Haring.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 321 – Women, Art, & Society

This course covers women artists from the sixteenth century to the present as well as the new direction of art-historical scholarship developed by feminist art historians during the last twenty years.

1 term – 3 semester hours.

Normally offered alternate years. **C a b**

HUM 335 – Music of Mozart

The life and music of Mozart studied in the context of his time and culture. His development from child prodigy to mature artist, traced in his letters and from biographies. Analysis of and listening to major works, including operas, symphonies, concertos and chamber music.

Prerequisite: HUM 100, 111, 112 or permission of the instructor.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 336 – Fifth Century Athens

This course offers an introduction to the “high” classical period of Greek thought. Close readings of sections from the major historians, poets, dramatists, and philosophers will be examined in the context of Periclean Athens. Topics such as the relationship between democracy and empire, written law (nomos) and natural inclination (physis), and the influence of the Sophists and the Presocratics will be discussed from the perspectives of writers such as Thucydides, Aeschylus, Pindar, and Plato.

1 term – 3 semester hours.

This course is cross-listed with HST 336.

HUM 337 – Music of Beethoven

The life and music of Beethoven studied in the context of his time and culture. The three stylistic periods in his work surveyed by analysis and listening to representative masterworks, including symphonies, chamber music, piano sonata, and vocal works.

Prerequisite: HUM 100, 111, 112, or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 403-404 – Seminar in Humanities

A seminar on topics of interest dealing with the interrelatedness of the arts and literature.

Permission of instructor.

May be taken for 1 or 2 terms – 3 semester hours each term.

HUM 501-502 – Independent Study

Students meet with a department member to pursue advanced studies in the areas of particular interest to them.

Permission of instructor.

2 terms – 6 semester hours.

INTEGRATED STUDIES

No major available.

Coordinator: Dr. Gerald Richman, English Department

CAS Integrated Studies Required Sequence

The College of Arts and Sciences is organized on the basis of departments which offer courses by faculty specialists in particular fields of study. While this traditional arrangement ensures that students have access to depth of education in their particular majors, certain questions require courses which cross disciplines. What is the basis of legitimate authority? How does science transform our thought and our lives? What are the various ways of knowing about the world? What is the difference between men and women? These are the kinds of issues which provide the focus for interdisciplinary "Integrated Studies" courses in the Sciences and Humanities.

IS 111-112 – Sciences and Humanities

This two-semester sequence uses materials drawn from several disciplines and is designed to help incoming freshmen develop the critical thinking skills, habits of inquiry, and broadened range of interests necessary to pursuing a higher education successfully and independently. Readings range from Homer and Plato to Charles Darwin and Toni Morrison. Each half of the sequence carries 3 semester hours' credit. The sequence is offered every year and is required of all freshmen.

Transfer students with more than 14 but fewer than 30 transfer credits are required to take either Integrated Studies 111 or 112. Transfer students with 14 or fewer transfer credits are required to take both 111 and 112. Transfer students with more than 29 transfer credits should consult the appropriate section of the catalog to determine their degree requirements.

INTERNATIONAL ECONOMICS

The Department of Economics and the Department of Humanities and Modern Languages jointly offer a career-oriented program that combines the study of international economics with knowledge of a foreign language and the politics, history, and cultures of other countries.

International Economics is offered in both the B.A. and B.S. degrees. Students who wish to acquire a strong background in economics should choose the B.S. degree, which emphasizes economic decision-making within a global environment. Students choosing the B.S. degree are required to take a two-semester sequence in either French, German, Italian, or Spanish. Students who wish to acquire a broad liberal arts preparation with a strong emphasis on languages and cultures should choose the B.A. degree.

Students choosing the B.A. degree may choose either French or Spanish as their foreign language and area study. Those who enter the program with considerable foreign language experience will be required to take alternative foreign language, economics, or area studies courses.

Area studies courses are appropriate courses offered by several departments through which students can broaden their knowledge of the nations or regions in which the language is spoken. A list of appropriate area studies courses is available from the program coordinators.

B.A. Degree

Suggested Course Sequence

| Freshman Year | Semester Hours |
|--------------------------------------|----------------|
| English | 6 |
| Integrated Studies | 6 |
| Math and Computer Science | 6 |
| Ethics | 3 |
| Rhetorical Communication | 3 |
| Humanities Requirement | 3 |
| Cultural Diversity Requirement | 3 |
| | 30 |

| Sophomore Year | Semester Hours |
|-----------------------------------|----------------|
| English | 6 |
| Foreign Language | 6 |
| Natural Science Requirement | 8 |
| EC 101, 102 | 6 |
| ACCT 201, ACCT 202 | 6 |
| | 32 |

| Junior Year | Semester Hours |
|--------------------------------------|----------------|
| Foreign Language | 6 |
| STATS 250, EC 141 | 6 |
| MKT 310 | 3 |
| Social Science Requirement | 3 |
| Humanities Requirement | 3 |
| Cultural Diversity Requirement | 3 |
| Free Electives | 6 |
| | 30 |

| Senior Year | Semester Hours |
|-----------------------------------|----------------|
| Foreign Language | 6 |
| EC 441, EC 442 | 6 |
| IBMK 321, IBMK 421 | 6 |
| Area Studies Requirement | 6 |
| Social Science Requirement | 3 |
| Natural Science Requirement | 3 |
| | 30 |

B.S. Degree

Suggested Course Sequence

| Freshman Year | Semester Hours |
|--------------------------------------|----------------|
| English | 6 |
| Integrated Studies | 6 |
| Math and Computer Science | 6 |
| Ethics | 3 |
| Rhetorical Communication | 3 |
| Humanities Requirement | 3 |
| Cultural Diversity Requirement | 3 |
| | 30 |

| Sophomore Year | Semester Hours |
|-----------------------------------|----------------|
| English | 6 |
| Natural Science Requirement | 8 |
| ACCT 201, ACCT 202 | 6 |
| Humanities Requirement | 3 |
| EC 101, 102 | 6 |
| STATS 250 | 3 |
| | 32 |

| Junior Year | Semester Hours |
|--------------------------------------|----------------|
| STATS 350, EC 312, EC Elective | 9 |
| Foreign Language | 6 |
| Social Science Requirement | 3 |
| MKT 310 | 3 |
| Cultural Diversity Requirement | 3 |
| Humanities Requirement | 3 |
| Free Elective | 3 |
| | 30 |

| Senior Year | Semester Hours |
|-----------------------------------|----------------|
| EC 441, EC 442, EC 141 | 9 |
| FIN 310, IBFN 417 | 6 |
| IBMK 321, IBMK 421 | 6 |
| Natural Science Requirement | 3 |
| Social Science Requirement | 3 |
| Free Elective | 3 |
| | 30 |

LATIN AMERICAN STUDIES

No major available.

Minor available through the Departments of Government, History and Philosophy, and Humanities and Modern Languages.*

Coordinator: Dr. Kostopulos-Cooperman

Minor in Latin American Studies

The Minor in Latin American Studies includes six courses (18 credit hours) to be chosen from the following disciplines: Government, Hispanic Studies and History.

To fulfill the degree requirements for the Minor in Latin American Studies, students must take at least (1) ONE course from each of the three disciplines listed below. A demonstrated knowledge of Spanish or Portuguese which can normally be fulfilled by the B.A. requirement in language, is expected of all Latin American Studies Minors. Students satisfying the language requirement at Suffolk University must take courses at the appropriate level of proficiency as determined by the Modern Language faculty. All courses will be offered in English, unless otherwise indicated.* The following list of courses will fulfill this requirement (for course descriptions, refer to the appropriate department in this catalog):

I. Government

- | | |
|-----------------|---|
| GVT 387 | Caribbean and Central American Politics |
| GVT 393 | Politics of Mexico |
| GVT 397 | South America: Political Institutions and Political Change |
| GVT 486 | Political Economy of Latin America |
| GVT 526/528/529 | International Internship/International Seminar I/International Seminar II (see below) |

II. Hispanic Studies

- | | |
|----------|---|
| SPAN 301 | Hispanic Culture I: Spanish Heritage |
| SPAN 302 | Hispanic Culture II: Latin America |
| SPAN 402 | Social Literature of Latin America |
| SPAN 405 | Women's Voices from Latin America |
| SPAN 407 | Latin American Short Narrative (In Spanish) |
| SPAN 408 | Latin American Cinema |
| SPAN 501 | Independent Study |

III. History

- | | |
|---------|-------------------------------------|
| HST 276 | History of Modern Latin America |
| HST 277 | Early Mesoamerican Life and Culture |
| HST 278 | Mexico since the Spanish Conquest |

Students will also have the opportunity to participate in the International Internship Program (GVT 526/528/529) with a placement in Latin America and may enroll in a Foreign Study Program that will partially fulfill the degree requirements for the Minor [a maximum of 6 credit hours].

MATHEMATICS

Mathematics Faculty

Professors: Cohn, Ezust (Department Chair), Hajj, Myrvaagnes, Peterburgsky, VoVan

Associate Professors: Cook, Shukla

Master Lecturers: Dodge, Filan, Haidar, Kristy, Mirman, Sokol

Senior Lecturers: Brooks, Curtis, Cutler, Dick, Gu, Karapetian, Polyanskaya, Vasilkoski, Wayand

The study of mathematics has intrigued and inspired some of the finest minds throughout human history. Some devote themselves to the study of mathematics as an end in itself – deepening their own understanding of various abstract concepts and using that understanding to answer some of the many open questions. Others concentrate on the development of mathematical tools which can be applied to problems in many other areas.

The programs for mathematics majors at Suffolk provide students with strong foundations upon which to build challenging careers. Most of our majors broaden their options by completing a minor in computer science. This combination provides a solid basis for beginning a career immediately upon graduation or for pursuing further studies on a higher level.

Our major program, even with the addition of a minor in another discipline, contains a substantial block of elective courses. A student can use these electives to investigate any subject areas which may be of interest or to construct a pre-professional program best suited to his or her needs.

We have two special programs which augment our major program with selected Education courses. Both of these programs have been accredited by the Massachusetts State Department of Education.

The department also offers a minor program in mathematics which can be used to complement a major program in another discipline.

Mathematics Major Programs

The requirements for a major in mathematics include 38 credits of mathematics plus additional courses in computer science and physics.

Major Course Requirements

Mathematics

38 Credits

| | |
|----------------|--|
| MATH 161, L161 | Calculus I and Honors Calculus I Lab |
| MATH 162, L162 | Calculus II and Honors Calculus II Lab |
| MATH 261 | Calculus III |
| MATH 262 | Multivariable Calculus |
| MATH 281 | Discrete Mathematics I |
| MATH 331 | Introduction to Abstract Mathematics |
| MATH 335 | Linear Algebra |
| MATH 432 | Abstract Algebra |
| MATH 462 | Real Analysis |

Applied Math Elective

One applied math course chosen from:

| | |
|----------|-------------------------|
| MATH 341 | Probability Theory |
| MATH 342 | Mathematical Statistics |
| MATH 373 | Differential Equations |
| MATH 375 | Numerical Methods |

Other Math Electives

At least 2 electives:

- One at the 200 or higher level
- One at the 300 or higher level

Complementary Major Requirements

Computer Science

6 Credits

| | |
|-----------|---------------------|
| CMPSC 131 | Computer Science I |
| CMPSC 132 | Computer Science II |

Physics

8 Credits

| | |
|----------------|-------------------------------|
| PHYS 151, L151 | University Physics I and Lab |
| PHYS 152, L152 | University Physics II and Lab |

Grade Point Requirement

The College of Arts and Sciences requires each candidate for a bachelor's degree to complete all of the necessary courses with a cumulative grade point average (GPA) of at least 2.0 overall and also to earn a GPA of at least 2.0 in the major. To qualify for a degree in Mathematics, the Department of Mathematics and Computer Science further requires each student to earn a GPA of at least 2.0 in MATH courses above the level of Multivariable Calculus (MATH 262).

Careers in Secondary Education

The Massachusetts Department of Education has recently developed new guidelines for teacher preparation programs and for Licensure. These new guidelines will help to ensure that secondary school mathematics teachers will be qualified specialists and, at the same time, will make it possible for students to keep their options open longer. The Math and Computer Science Department offers course work leading to the Initial License.

Initial Licensure

To qualify for Initial Licensure in Secondary Education under the new rules, a student should complete the following steps.

1. Complete our major program in mathematics, choosing the following specified Mathematics electives:

MATH 241 Statistical Analysis*

MATH 351 Geometry

*(*or an approved substitute mathematics course that emphasizes probability and statistics)*

2. Earn a passing score on the Communication and Literacy Test and also on the Mathematics portion of the Massachusetts Test for Educator Licensure.

3. Take and pass the following required Education and Human Services courses:

EHS 500 Foundations of Education

EHS 502 Educational Psychology

EHS 503 Schooling and Social Inequality

EHS 508 Skills for Secondary Teachers

EHS 512 Secondary Curriculum Pedagogy

EHS 514 Methods and Models of Teaching

EHS 516 Practicum – 6 credits

The EHS component may be fulfilled in conjunction with the Mathematics major and serve as a minor program. It is also possible for a student to take the EHS courses on a post-baccalaureate basis, after completing the undergraduate degree program.

The Massachusetts Department of Education permits holders of a bachelor's degree in mathematics to teach at the secondary level while completing the third step in our Post Baccalaureate Program for Initial Licensure in Secondary Education. For additional information, see the Education and Human Services section of this catalog.

Professional Licensure

Professional Licensure in Mathematics requires the completion of a one-year teacher induction program with a mentor, at least 3 full years of employment as a teacher of mathematics, and at least 50 hours in a mentored experience beyond the induction year.

Grade Point Requirements

The College of Arts and Sciences requires each candidate for a bachelor's degree to complete all of the necessary courses with a cumulative grade point average (GPA) of at least 2.0 overall and also to earn a GPA of at least 2.0 in the major.

The Mathematics Minor

MATH 161 Calculus I

MATH 162 Calculus II

MATH 261 Calculus III or

MATH 262 Multivariable Calculus

MATH 281 Discrete Mathematics I

MATH 331 Intro. to Abstract Mathematics or

MATH 335 Linear Algebra

At least 1 elective at the 200 or higher level

MATHSHOP

Some students who come to Suffolk are, for various reasons, not prepared to take their first college math course. Sometimes this is revealed by the Math Placement Exam. Students whose Placement scores indicate serious deficiencies in math skills or who are extremely apprehensive about taking their first math course should consider taking MATHSHOP first.

MATHSHOP is a one semester workshop which is intended to help students develop the basic skills needed to build confidence prior to taking a college math course. It is taught by carefully supervised upper division math students and has a good track record for getting students past some of the obstacles that have prevented them from dealing successfully with college math.

Mathematics Courses

MATHSHOP: A Bridge to College Mathematics

A NON-CREDIT, full semester workshop designed for students who need substantial review before starting MATH 104, MATH 106, or MATH 121. Similar to a course, MATHSHOP meets three hours per week throughout the semester. Topics covered are tailored to the needs of the students and include basic math material, basic algebra, graphing, use of calculators, ways of dealing with math fears, and study methods.

1 term – 0 credits.

Several sections normally offered each semester.

MATH 104 – *Precalculus for Management and Social Sciences

A selection of topics in algebra and elementary analytic geometry including (but not restricted to): properties of real numbers, linear equations and inequalities, absolute value equations and inequalities, polynomials, rational expressions, exponents and radicals, quadratic equations, functions, linear, quadratic, and polynomial models, rational, exponential and logarithmic functions. Applications and graphs are stressed throughout the course. This course is intended to prepare students who have only had one year of high school algebra to take MATH 134. Students may not use this course alone to satisfy the C.A.S. math requirement.

Prerequisite: One year of high school algebra.

Students who are not quite prepared for this course should take MATHSHOP.

1 term – 3 credits.

Several sections offered each semester.

**This course cannot be applied toward a departmental concentration in Mathematics by Sawyer School of Management students. This course cannot be taken for credit by a student who already has credit for a more advanced course.*

MATH 106 – *Precalculus for the Life Sciences

The two-semester sequence, MATH 106-146 is intended for biology majors who are not prepared to take the standard calculus sequence (MATH 161-162). Topics include a brief review of essential algebra (exponents, radicals, linear equations, factoring, simplifying expressions), functions (evaluation, composition, inverses, graphs), the exponential and logarithmic and trigonometric functions, exponential growth and decay. Applications in the life sciences are stressed throughout the course. Students may not use this course alone to satisfy the C.A.S. math requirement.

Prerequisite: Two years of high school algebra.

1 term – 3 credits.

Normally offered each semester.

**This course cannot be applied toward a departmental concentration in Mathematics by Sawyer School of Management students. This course cannot be taken for credit by a student who already has credit for a more advanced course.*

MATH 108 – *Introduction to College Mathematics

This is a course in mathematics appreciation, where the spirit of mathematics is communicated by means of simple ideas and problems. It makes mathematics seem like fun, includes elements of game and is free of high school routine. Topics: counting patterns, ruler-and-compass constructions, interpreting polls, different kinds of averages, secret writing, logic puzzles, finite and infinite. This course is intended to prepare students to take MATH 130, MATH 132, and MATH 137. Students may not use this course alone to satisfy the C.A.S. Math requirement. **This course may not be taken for credit by a student who already has credit for a more advanced course.**

Prerequisite: One year of high school algebra.

1 term – 3 credits.

Students who were placed in MATHSHOP by the Math

Placement Exam should not take MATH 108.

**This course cannot be applied toward a departmental concentration in Mathematics by Sawyer School of Management students.*

MATH 121 – *Precalculus Mathematics

A review of topics in algebra, trigonometry and analytic geometry intended for students needing one additional semester of preparation before taking calculus. Students may not use this course alone to satisfy the C.A.S. math requirement.

Prerequisite: At least 3 years of high school mathematics or MATH 104 or MATH 108.

1 term – 3 credits.

(3 lecture hours plus 1 recitation hour per week.)

Normally offered each semester.

**This course cannot be applied toward a departmental concentration in Mathematics by Sawyer School of Management students. This course cannot be taken for credit by a student who already has credit for a more advanced course.*

MATH 130 – *Topics in Finite Mathematics

Topics to be chosen from: linear equations, graphing, linear programming, sets, Venn diagrams, counting and combinatorics, probability theory, conditional probability, Bayes theorem.

Prerequisite: Two years of high school algebra or MATH 104 or MATH 108.

1 term – 3 credits.

Several sections offered each semester.

**This course cannot be applied toward a departmental concentration in Mathematics by Sawyer School of Management students.*

MATH 132 – *The Art of Mathematics

The best mathematics is like the best literature: it brings a story to life before your eyes and involves you both intellectually and emotionally. Different mathematicians study different topics in different ways. To learn something about mathematics as a whole, it's important to see that there are many different kinds of activities which are appropriately labeled "mathematics." They are all held together by a common bond: that bond is a way of thinking and a way of using reason to approach and solve problems of all sorts. To illustrate the diversity and the common bond, this course will include topics from many branches of mathematics, such as number theory, four dimensional geometry, mathematics of infinity, probability, non-euclidean geometries, graph theory, and the history of mathematics.

Prerequisite: Two years of high school algebra or MATH 104 or MATH 108.

1 term – 3 credits.

Several sections offered each semester.

**This course cannot be applied toward a departmental concentration in Mathematics by Sawyer School of Management students.*

MATH 134 – *Calculus for Management and Social Sciences

A one-semester introduction to differential and integral calculus. Theory is presented informally and topics and techniques are limited to polynomials, rational functions, logarithmic and exponential functions. This course cannot be used to satisfy core or complementary requirements by students majoring in biology, chemistry, computer science, engineering, mathematics, or physics.

Prerequisite: Two years of high school algebra, MATH 104 or MATH 108.

1 term – 3 credits.

Several sections offered each semester.

**This course cannot be applied toward a departmental concentration in Mathematics by Sawyer School of Management students.*

MATH 137 – Learning and Communication Mathematical Ideas

This course reinforces, refines and adds to students' understanding of the key concepts of elementary mathematics. The ideas presented in the course are intended to demonstrate how mathematics can be taught and learned in a meaningful and enjoyable way. Students will take an active, exploratory approach to finding solutions to problems from elementary number theory, combinatorics, probability, statistics, recreational math, and geometry, especially as they apply to real life situations. Elements of the philosophy of mathematical pedagogy are essential components of the course. This course can be taken by all C.A.S. students who wish to acquire strength in comprehension of mathematical concepts and who wish to develop efficient problem-solving strategies which will be useful in their various fields of study and in their future professional careers. This course is especially recommended for undergraduate students preparing to become school teachers and for teachers-in-service to better enable them to introduce children to the fascinating world of mathematics.

Prerequisite: MATH 104 or MATH 108 or two years of high school algebra.

1 term – 3 credits.

**This course cannot be applied toward a departmental concentration in Mathematics by Sawyer School of Management students.*

MATH 146 – *Calculus for the Life Sciences

Topics include limits, continuity, rates of change, tangent lines, derivatives, curve sketching, optimization, applications of derivatives, implicit differentiation and related rates; techniques of finding derivatives of algebraic, exponential, logarithmic, and trigonometric functions; anti-derivatives, definite integrals, area and average value, techniques of integration, applications of integrals. Applications in the life sciences are stressed throughout the course.

Prerequisite: MATH 106 or consent of instructor.

1 term – 3 credits.

Normally offered each semester.

**This course cannot be applied toward a departmental concentration in Mathematics by Sawyer School of Management students.*

MATH 161 – Calculus I

Functions, graphs, analytic geometry of lines and circles, limits, continuity, derivatives, differential calculus of algebraic and trigonometric functions; applications to rate problems, maxima and minima and curve sketching.

Prerequisite: Solid preparation in high school algebra and trigonometry or MATH 121.

1 term – 3 credits.

(3 lecture hours plus 1 recitation hour per week.)

Normally offered each semester.

MATH 162 – Calculus II

Antiderivatives; the definite integral with applications from geometry and physics; logarithmic, exponential, and inverse trigonometric functions; techniques of integration.

Prerequisite: MATH 161.

1 term – 3 credits.

(3 lecture hours plus 1 recitation hour per week.)

Normally offered each semester.

MATH L161 – Honors Calculus I Lab

Intended for students concurrently taking MATH 161, this lab meets once a week to investigate some of the more theoretical and challenging aspects of the topics covered in MATH 161.

1 term – 1 credit.

Normally offered each semester.

MATH L162 – Honors Calculus II Lab

Intended for students concurrently taking MATH 162, this lab meets once a week to investigate some of the more theoretical and challenging aspects of the topics covered in MATH 162.

1 term – 1 credit.

Normally offered each semester.

MATH 241 – Statistical Analysis

A calculus-based introduction to statistical techniques. Topics include: mean, variance, Chebychev's inequality, probability distributions (Bernoulli, binomial, normal, t and f), central limit theorem, confidence intervals, hypothesis testing, regression and correlation.

Prerequisite: MATH 162.

1 term – 3 credits.

Normally offered each spring semester.

MATH 261 – Calculus III

Indeterminate forms, L'Hôpital's Rule, improper integrals, infinite sequences and series, Taylor series, and polar coordinates.

Prerequisite: MATH 162.

1 term – 3 credits.

Normally offered each semester.

MATH 262 – Multivariable Calculus

Vectors in the plane and in three-dimensional space; lines and planes in three-space; cylindrical and spherical coordinates; calculus of vector-valued functions; calculus of functions of several variables including partial derivatives, gradients and Lagrange multipliers; multiple integrals and line integrals.

Prerequisite: MATH 261.

1 term – 3 credits.

Normally offered each semester.

MATH 281 – Discrete Mathematics I

An introduction to selected topics in discrete mathematics, with emphasis on applications in computer science. Topics chosen from mathematical logic, set theory, number theory, functions, relations, and combinatorics.

Prerequisite: MATH 261, which may be taken concurrently.

1 term – 3 credits.

Normally offered each semester.

MATH 282 – Discrete Mathematics II

Topics chosen from relations (if not covered in MATH 281), recurrence relations, growth of functions, graphs, trees, finite automata, and formal languages.

Prerequisite: MATH 281.

1 term – 3 credits.

Normally offered each semester.

MATH 331 – Introduction to Abstract Mathematics

This course is intended to provide a firm foundation for and a taste of the study of advanced mathematics. While the course content varies somewhat, it is designed to give students a deeper understanding of the algebraic and analytic structure of the integers, the rational numbers and the real numbers and how they act as a building block to a variety of fields of mathematics. Students are introduced to the process of mathematical discovery and the language of mathematics. Exercises and projects are designed to illustrate the need for proof and to further refine the student's ability to analyze, conjecture and write mathematical proofs. This course is a prerequisite for most upper level mathematics courses and, after completing it, a student will be in a position to determine realistically whether he or she ought to major or minor in mathematics.

Prerequisite: MATH 281.

1 term – 3 credits.

Normally offered each fall semester.

MATH 335 – Linear Algebra

Elementary theory of abstract vector spaces. Topics include: linear independence, bases, dimension, linear maps and matrices, determinants, orthogonality, eigenvectors and eigenvalues.

Prerequisite: MATH 281 or permission of instructor.

1 term – 3 credits.

Normally offered each fall semester.

MATH 341 – Probability Theory

Discrete and continuous probability – basic concepts, standard distributions, and the central limit theorem.

Prerequisite: MATH 261, which may be taken concurrently.

1 term – 3 credits.

Offered as the need arises.

MATH 342 – Mathematical Statistics

Introduction to statistical inference and statistical models – hypothesis testing, estimation, and linear models – for students with a substantial background in calculus and probability.

Prerequisite: MATH 341.

1 term – 3 credits.

Offered as the need arises.

MATH 351 – Geometry

Topics chosen from such areas as foundations of geometry, non-Euclidean geometry, advanced Euclidean geometry, projective geometry, and convexity.

Prerequisite: MATH 331.

1 term – 3 credits.

Offered as the need arises.

MATH 352 – Point Set Topology

An introductory study of topological spaces including: bases for topologies, metric spaces, separation and countability axioms, connectedness, compactness, product spaces, and continuity.

Prerequisite: MATH 331.

1 term – 3 credits.

Offered as the need arises.

MATH 373 – Ordinary Differential Equations

A first course in differential equations. Topics generally include separable, homogenous, exact, and linear first order differential equations; integrating factors, higher order linear differential equations, variation of parameters, differential operators, the Laplace transform, inverse transforms, systems of differential equations, power series solutions, Fourier series, and applications.

Prerequisite: MATH 262.

1 term – 3 credits.

Normally offered each fall semester.

MATH 375 – Numerical Methods

An introduction to the use of computers in solving mathematical problems and illustrating mathematical processes. Topics chosen from: finite differences, solution of nonlinear equations, interpolation, quadrature, curve fitting, splines, Monte Carlo methods, error analysis.

Prerequisites: CMPSC 132 and MATH 262.

1 term – 3 credits.

Offered as the need arises.

MATH 393 – Special Topics in Mathematics

Content, prerequisites, and credits to be announced.

Offered as the need arises.

MATH 432 – Abstract Algebra

An introduction to elementary group theory, including properties of groups, subgroups, first isomorphism theorem for groups, normal subgroups, finite group classification; elementary properties of rings, such as homomorphisms of rings, ideals, fields, Euclidean algorithm, rings of polynomials, factorization theory, integral domains, associates, primes and units in domains, and other topics in number theory.

Prerequisite: MATH 431.

1 term – 3 credits.

Normally offered each spring semester.

MATH 462 – Real Analysis

A detailed treatment of the basic concepts of analysis including the real numbers; completeness and its equivalence to other properties of the reals such as monotone convergence, Archimedean property, Bolzano-Weierstrass theorem; the topology of Euclidean spaces, compactness and the Heine-Borel theorem, connectedness, continuity and uniform continuity, pointwise and uniform convergence of functions, and an introduction to metric spaces.

Prerequisite: MATH 331 or permission of instructor.

1 term – 3 credits.

Normally offered each fall semester.

MATH 463 – Integration Theory

The Riemann integral is defined and its basic properties developed. The Lebesgue measure is defined on the reals and its relation to the Riemann integral explored (e.g., the Lebesgue criterion and the notion of “almost-everywhere”). The Riemann integral is then used to construct the Lebesgue integral. Outer measures, measurability, and the abstract Lebesgue integral are studied.

Prerequisite: MATH 462.

1 term – 3 credits.

Offered as the need arises.

MATH 481 – Complex Analysis

Construction and properties of complex numbers, calculus in the complex plane, analytic functions, contour integrals and the basics of Cauchy theory, power series representations.

Prerequisite: MATH 331 or consent of instructor.

1 term – 3 credits.

Offered as the need arises.

MATH 485 – Introduction to Fractal Geometry

A study of Dynamical systems (Iterated Function Systems) for functions of one real variable including orbits, attractors, bifurcations, periodic behavior, chaotic behavior, Sarkovskii's Theorem, negative Schwartzian derivative. Application to Newton's Method. Fractals and fractional dimension. Introduction to complex dynamics, Julia sets and the Mandelbrot set.

Prerequisite: MATH 462.

1 term – 3 credits.

Offered as the need arises.

MATH 492 – Further Studies in Abstract Algebra

A selection of topics chosen from: various isomorphism theorems for groups, operation of groups on sets, the class equation, Sylow theorems, composition series of groups, simple groups, solvable and nilpotent groups, structure theorem for finitely generated abelian groups, commutative ring theory, prime and maximal ideals, nil and Jacobson radicals, Chinese remainder theorem, local rings, localization, Noetherian rings, and elements of Galois theory over the field of rationals.

Prerequisite: MATH 432 or consent of instructor.

1 term – 3 credits.

Offered as the need arises.

MATH T504 – Getting Connected to Connected Math – 1st Year

Intended for Middle School teachers who are currently teaching or preparing to teach the new Connected Math Project (CMP) frameworks, this course is designed to give teachers greater confidence in, and a deeper understanding of, the Mathematics underlying this new curriculum adopted by the Boston Public School system and many other school districts. Topics covered will be chosen from the 6th grade CMP unit texts and may include number systems, factorization and primes, geometry, algebra, basic probability and statistics. (Although algebra is not covered in the 6th grade CMP unit books, some algebra will be covered in this course because some questions on the 6th grade MCAS require algebra.) Particular units, concepts, and investigations covered will be tailored to the needs of students in each class. Texas Instruments graphing calculators will be used in this course. No prior knowledge or experience with these calculators is needed.

Prerequisites: Admission to MATH T504 requires an understanding of high school mathematics including algebra and geometry or an equivalent level of mathematical background.
3 credits.

MATH T505 – Getting Connected to Connected Math – 2nd & 3rd Years

Intended for Middle School teachers who are currently teaching or preparing to teach the new Connected Math Project (CMP) frameworks, this course is designed to give teachers greater confidence in, and a deeper understanding of, the Mathematics underlying this new curriculum adopted by the Boston Public School system and many other school districts. Topics covered will be chosen from the 7th and 8th grade CMP unit texts and may include problem solving, number systems, algebra, geometry, and probability and statistics. Particular units, concepts, and investigations covered will be tailored to the needs of students in each class. Texas Instruments graphing calculators will be used in this course. No prior knowledge or experience with these calculators is needed.

Prerequisite: It is strongly recommended that anyone taking this course should first take T504, unless he/she is a certified mathematics teacher or has a strong mathematical background.
3 credits.

MATH 564-566 – Advanced Studies in Mathematics

Members of the department will hold conference hours with students and will direct their readings and study of topics in mathematics which may be of interest to them.

Prerequisite: Consent of instructor.

1 term – credits to be arranged.

MATH 593 – Seminar

Seminars in advanced topics will be offered from time to time by members of the department.

Prerequisite: Consent of instructor.

1 term – credits to be arranged.

MEDICAL SCIENCES

Administration Medical Director:

Dr. John Munzenrider, M.D., Massachusetts
General Hospital (MGH)

Radiation Sciences Program Director:

Angela Lombardo, M.S., RTT, MGH/Suffolk University

Radiation Therapy Clinical Liaison:

Kathy Bruce, MBA, RTT

Faculty Advisory Committee: John Beatty, MGH;

Dr. Kathryn Held, MGH; Dr. Walter H. Johnson
(Chairman, Physics Dept.); Dr. Beatrice Snow
(Chairman, Biology Dept.)

In accordance with the rapidly changing health care industry and the importance of health-related issues, the mission and goals of the medical sciences programs are as follows:

Mission

The mission of the Radiation Therapy Clinical Track is to meet the educational needs of both entering freshmen and transfer students in pursuit of a well-rounded baccalaureate degree while acquiring the clinical skills necessary to function as entry-level radiation therapists and clinical dosimetrists.

Goals

- Accept students of the highest caliber.
- Provide a high quality education while promoting personal growth and the development of leadership and communication skills.
- Provide a well-rounded curriculum that enhances the development of problem solving and critical thinking skills.
- Graduate students with the appropriate entry level employment skills.

Two majors are available: Medical Biophysics and Radiation Biology. These programs are joint collaborations between the Suffolk University Physics Department, the Biology Department, and Massachusetts General Hospital's Department of Radiation Oncology.

The Medical Science program is unique in that it offers the student the choice between two distinct and rewarding professions. Students may choose to pursue a career in either Radiation Biology or Medical Biophysics. The Radiation Biology degree is designed for those students whose interests are inclined toward biology, health science, and clinical radiation therapy. The Medical Biophysics degree is designed for those who are more inclined toward mathematics, radiation physics, biophysics with medical applications, and clinical dosimetry. Each curriculum satisfies the prerequisites for graduate study in the corresponding fields of radiation biology, biophysics, or medical physics. Additionally, each program provides an excellent background for students interested in medical school. Some courses and laboratories will be taught at MGH, but most courses and laboratories will be on campus at Suffolk University, which is only a few short blocks away from MGH.

Clinical Tracks

Those students interested in the Radiation Biology or Medical Biophysics clinical tracks will require approval from the Faculty Advisory Committee (consisting of MGH staff and Suffolk faculty). For these students, additional courses and training will be required at MGH. When students are at MGH they will be governed by MGH policies. Students selected for the clinical tracks must have and maintain a minimum 2.6 grade point average. The department reserves the right to require the withdrawal of a student from the clinical track if, in its estimation, the probability of the student's success is doubtful. Factors such as academic performance, interest, effort and suitability for the field will enter the judgement. A student may be dismissed from the clinical track if he/she should achieve a final grade lower than C+ in any of the following core courses (where applicable):

Anatomy and Physiology I, II
Radiation Biology
Cross Sectional Anatomy
Radiation Physics I, II
Radiation Oncology and Pathology
and/or
Any Clinical course

If admitted into the clinical track, part-time and full-time students must complete core clinical requirements within three years of being admitted. Upon completion of the Radiation Therapy clinical track students will be eligible to take the certification exam for radiation therapy. Clinical Dosimetry graduates will be able to seek employment while under the supervision of a certified

Medical Dosimetrist. Individual certification may be possible after 1-2 years of work. Clinical tracks in both Radiation Therapy and Clinical Dosimetry require more than the normal 122 credit hours for completion.

Minors

Students may pursue a minor in Radiation Biology or Medical Biophysics by completing the following courses. (Please note that some of the courses have required laboratories.)

Minor in Radiation Biology requirements:

Principles of Cancer Management (MS 101), Major's Biology and Lab (BIO 111/L111), Medical Imaging (MS 305), Human Anatomy and Lab (BIO 203/L203), Scientific Writing (ENS 202 or BIO 202), and Human Physiology (BIO 204).

Minor in Medical Biophysics requirements:

Principles of Cancer Management (MS 101), Major's Biology and Lab (BIO 111/L111), Medical Imaging (MS 305), Human Physiology (BIO 204), Radiation Physics and Lab (MS 315/L315), and Clinical Dosimetry (MS 415).

Clinical training is *not* required to obtain the non-clinical versions of the Radiation Biology degree or the Medical Biophysics degree.

Major in Radiation Biology

Clinical Track in Radiation Therapy Requirements

78 Hours

| | |
|--|---|
| Principles of Cancer Management | 3 |
| Majors' Biology & Lab | 4 |
| Anatomy & Physiology I, II & Labs | 8 |
| Biostatistics | 3 |
| Cell Biology | 3 |
| General Chemistry I, II & Labs | 8 |
| Intro. to Computer Programming | 3 |
| Calculus for Life Science | 3 |
| College Physics I, II & Labs | 8 |
| Radiation Physics | 3 |
| Radiation Sciences Lab | 1 |
| Radiation Biology | 3 |
| Medical Imaging | 2 |
| Cross Sectional Anatomy | 2 |
| Radiation Oncology & Pathology | 3 |
| Intro. to Clinical Radiation Lab | 1 |
| Clinical Radiation I, II, III | 9 |
| Clinical Radiation Laboratories I, II, III | 3 |
| Clinical Dosimetry and Lab | 4 |
| Practicum I, II | 2 |
| Scientific Writing | 2 |

Major in Medical Biophysics

Clinical Track in Dosimetry Requirements

76 Hours

| | |
|---|---|
| Principles of Cancer Management | 3 |
| Majors' Biology and Lab | 4 |
| Anatomy & Physiology I, II & Labs | 8 |
| Biostatistics & Lab | 4 |
| Calculus I, II | 6 |
| Intro. to Computer Programming | 3 |
| Intro. to Digital Systems & Lab OR | |
| Circuit Theory & Lab | 4 |
| General Chemistry I, II and Labs | 8 |
| University Physics I, II and Labs | 8 |
| Biophysics | 3 |
| Math Methods for Biophysics | 3 |
| Radiation Physics | 3 |
| Radiation Science Lab | 1 |
| Clinical Dosimetry | 3 |
| Radiation Oncology and Pathology | 3 |
| Medical Imaging | 2 |
| Cross Sectional Anatomy | 2 |
| Scientific Writing | 2 |
| Dosimetry Practicum | 3 |
| Radiation Biology | 3 |

Major in Radiation Biology

Non-Clinical Track Requirements

74 Hours

| | |
|--|----|
| Majors' Biology I & Laboratory | 4 |
| Anatomy & Physiology I, II and Labs | 8 |
| Radiation Sciences Lab | 1 |
| Cell Biology | 3 |
| Biostatistics | 3 |
| Biophysics | 3 |
| General Chemistry I, II & Laboratory | 8 |
| Organic Chemistry I, II & Laboratory | 8 |
| Intro. to Computer Programming | 3 |
| Calculus for the Life Sciences | 3 |
| College Physics I, II & Laboratory | 8 |
| Radiation Physics | 3 |
| Radiation Biology | 3 |
| Medical Imaging | 2 |
| Scientific Writing | 2 |
| Major Electives | 12 |

Major in Medical Biophysics

| Non-Clinical Track Requirements | 77 Hours |
|---|----------|
| Majors' Biology & Laboratory | 4 |
| Anatomy & Physiology I, II and Laboratories | 8 |
| General Chemistry I, II and Laboratories | 8 |
| University Physics I, II and Laboratories | 8 |
| Biophysics | 3 |
| Math Methods for Biophysics | 3 |
| Radiation Physics | 3 |
| Radiation Sciences Lab | 1 |
| Circuit Theory and Lab | 4 |
| Computer Science I | 3 |
| Calculus I, II, and III | 9 |
| Multivariable Calculus | 3 |
| Ordinary Differential Equations..... | 3 |
| Classical Mechanics I | 3 |
| Waves, Motion, Sound & Optics | 3 |
| Electricity and Magnetism I | 3 |
| Modern Physics I & II | 6 |
| Scientific Writing | 2 |

Suggested Course Sequence – Radiation Biology – Clinical Radiation Therapy Track

Freshman Year

Fall Semester

ENG 101
Integrated Studies I
Majors' Biology & Lab
Calculus for Life Science
*Social Science A

Spring Semester

ENG 102
Integrated Studies II
Principles of Cancer Management
Intro. to Computer Programming
*Social Science B

Sophomore Year

Fall Semester

Rhetorical Communication
ENG 213
College Physics I & Lab
Anatomy & Physiology I & Lab

Spring Semester

Ethics Requirement
ENG 214, 215, or 216
College Physics II & Lab
Anatomy & Physiology II & Lab
Scientific Writing

Junior Year

Fall Semester

Social Science C
General Chemistry I & Lab
Medical Imaging
Humanities A
Intro. to Clinical Radiation Lab
Cell Biology

Spring Semester

Biostatistics
General Chemistry II & Lab
Radiation Physics I
Radiation Science Lab
Clinical Radiation I & Lab

Practicum I: Practicum I is completed during the summer of Junior Year.

Senior Year

Fall Semester

Radiation Biology
Radiation Oncology & Pathology
Cross Sectional Anatomy
Radiation Physics II
Clinical Radiation II & Lab

Spring Semester

Clinical Dosimetry & Lab
Clinical Radiation III & Lab
*Humanities B1
*Humanities B2

Practicum II: Practicum II is completed during the summer of Senior Year.

**The University Cultural Diversity requirement consists of six credit hours to be selected from an approved course list. Some of these may be used toward the humanities and/or social science requirement.*

**Suggested Course Sequence –
Medical Biophysics – Clinical Dosimetry Track**

Freshman Year

Fall Semester

ENG 101
Integrated Studies I
University Physics I & Lab
Calculus I
Majors' Biology & Lab

Spring Semester

ENG 102
Integrated Studies II
University Physics II & Lab
Calculus II
Principles of Cancer Management

Sophomore Year

Fall Semester

Rhetorical Communication
ENG 213
Anatomy & Physiology I & Lab
*Social Science A

Spring Semester

Ethics Requirement
ENG 214, 215, or 216
Intro. to Computer Programming
Anatomy & Physiology II & Lab
Scientific Writing

Junior Year

Fall Semester

Math Methods for Biophysics
General Chemistry I & Lab
Medical Imaging
Humanities 3
Intro. to Digital Systems & Lab or Circuit Theory & Lab

Spring Semester

Biostatistics
General Chemistry II & Lab
Radiation Physics
Radiation Science Lab
Biophysics

Senior Year

Fall Semester

Radiation Physics I
Radiation Oncology & Pathology
Cross Sectional Anatomy
*Humanities B1
Radiation Biology

Spring Semester
Dosimetry Practicum
*Humanities B2
Clinical Dosimetry
*Social Science B
*Social Science C

**The University Cultural Diversity requirement consists of six credit hours to be selected from an approved course list. Some of these may be used toward the humanities and/or social science requirement.*

Honors Program

The honors program is designed to challenge the most academically capable students. It will also automatically provide these students with additional preparation for standardized examinations required for graduate school and board certification.

Requirements

To graduate with honors in the department, the student must enroll not sooner than the beginning of the sophomore year, with permission of the departmental honors committee, and must meet the following requirements:

1. The student must maintain a minimum 3.4 grade point average in the mathematics and science requirements required for the major and must also complete at least 15 of these credits at Suffolk University.
2. The student must, at the end of each semester, successfully complete a competency exam administered by the department. The examination covers all technical courses required for the major, taken by the student up to and including that semester. The test consists of problems selected from all of the main topics in each course. A three person honors committee will assist students in preparing for the examination. The examination may be taken as often as necessary and acceptable performance will be judged by the honors committee.
3. In the senior year, the student must complete successfully a one credit honors seminar which will concentrate on selected topics which most often present difficulty in the examinations.
4. At the end of the senior year, the student must pass an oral examination administered by the honors committee.

Medical Biophysics and Radiation Biology Courses

Core courses in Biology, Chemistry, Computer Science, Engineering, Math and Physics are described in those sections of the catalog. Medical Science course descriptions are shown below.

MS 101 – Principles of Cancer Management

The student will develop a basic understanding of the principles of cancer management with emphasis on the role of radiation therapy and the cancer patient. Topics covered in this course include detection & prevention, patient population, smoking, diet, viruses, hospital organization, multimodality approach to cancer treatment, history of radiation therapy, the oncology team, diagnostic procedures risk management, patient – safety, rights and ethics, support services – nursing, nutritional, social work and religious.

1 term – 3 credits.

MS L300 – Introduction to Clinical Radiation Lab

This laboratory will combine hands-on laboratory exercises, detailed lectures and discussions to introduce the student to Clinical Radiation Therapy. Topics to be covered include: radiation therapy professional societies, departmental staff and structure, proper body mechanics, infection control, basic nursing/patient care and emergency procedures, patient communication, medical chart interpretation, x-ray production, linear accelerator operation, basic radiation therapy treatment techniques and radiation safety.

Prerequisites: MS 101 and acceptance to the Clinical Track.

1 term – 1 credit.

MS 301 – Clinical Radiation I

Through a systems-based approach, this course will review anatomy and physiology while teaching medical terminology. This course will also discuss the major cancers associated with each anatomical system and introduce the student to radiation therapy treatment techniques and procedures.

Prerequisites: BIO 204 and MS L300.

1 term – 3 credits.

MS 302 – Clinical Radiation II

This course is a continuation of MS 301. Through the same didactic approach, the course will cover all of the anatomical systems and their related medical terminology NOT covered in MS 301.

Prerequisite: MS 301.

1 term – 3 credits.

MS 303 – Clinical Radiation III

For the senior radiation therapy student, through a systems-based approach, this course will emphasize advanced radiation treatment techniques, including patient simulation, immobilization, contouring, and beam modification. The course will also cover radiation therapy quality assurance, medical law, and medical ethics.

Prerequisite: MS 302.

1 term – 3 credits.

MS L301, L302 and L303 – Clinical Radiation Labs I, II, and III

Provide the necessary clinical experience to eventually become a radiation therapist. All labs are conducted in the radiation oncology department at Massachusetts General Hospital. Under the supervision of licensed radiation therapists, the students will become increasingly proficient in the manipulation of treatment equipment, will gain a thorough understanding of radiation treatment plans, will deliver a prescribed radiation dose to MGH cancer patients, and will acquire knowledge of all relevant aspects of patient care. These labs are available only to students enrolled in the “clinical track.” MS L301 accompanies MS 301, L302 accompanies 302, and L303 accompanies 303.

Each lab 1 term – 1 credit.

MS 305 – Medical Imaging

Emphasis will be on the basic principles of each imaging technique, and therefore on the information contained and the limitations of each. Topics covered in this course will be: Image Characterization, Projecton Radiography, 3D imaging, Radioisotope imaging, ultrasound, and Quality Assurance of diagnostic imaging.

Prerequisite: BIO 204.

1 term – 2 credits.

MS 310 – Clinical Practicum I

Student radiation therapists will spend fourteen weeks (full-time, 40 hrs/wk) gaining hands-on patient care experience in the Department of Radiation Oncology at the Massachusetts General Hospital. Under constant supervision by licensed therapists, the students will be guided toward the application of theory in the real world of cancer treatment.

Prerequisites: MS 301, MS L301.

1 term – 1 credit.

MS 315 – Radiation Therapy Physics I

Content is designed to establish a thorough knowledge of the radiation physics used in radiation therapy treatments. Topics to be covered in this course include a review of basic physics (energy, mass, matter, SI units), structure of matter, types of radiations, nuclear transformations, radioactive decay, the fundamentals of x-ray generators and x-ray production, interactions of x and gamma rays with matter, absorbed dose, measurements of dose, principles of and practical use of ionization chambers & electrometers, Geiger counters and other survey meters, principles and practical use of TLDs, film, calorimetry, scintillation detectors, radiation protection and quality assurance.

Prerequisites: PHYS 112, BIO 111, MATH 146.

1 term – 3 credits.

MS L315 – Radiation Sciences Laboratory

This course will cover a broad range of experiments associated with the Department of Radiation Oncology at Massachusetts General Hospital. Topics include: Quality assurance measurements for radiation therapy, calibration of radiation teletherapy unit using ionization chambers, measurements of dose distribution via film, measurements of dose in a phantom via TLDs, radiation protection survey of therapy installation and brachytherapy sources, and radiation biology. This laboratory should be taken concurrently with MS 315.

1 term – 1 credit.

MS 316 – Radiation Therapy Physics II

This course is intended to expand on the concepts and theories presented in Radiation Therapy Physics I. It will provide a detailed analysis of the treatment units used in external beam radiation therapy, their beam geometry, basic dose calculations and dose distributions. This course will also cover the principles, theories and uses of brachytherapy.

Prerequisite: MS 315.

1 term – 3 credits.

MS 320 – Biophysics

This course will begin with a brief review of important radiation physics concepts. The main focus of the course will include in-depth presentations on the following topics: transport through media (solid, liquid, and gas), transport through membranes, biomagnetism and nerve impulses, electromagnetics at the cellular level, and the electrical properties of the heart.

Prerequisite: BIO 111, PHYS 112 or equivalent.

1 term – 3 credits.

MS 325 – Math Methods for Biophysics

Application of mathematical methods to problems in physics and the medical sciences. Topics will include complex numbers statistical tests, partial differentiation, vector analysis, and selected differential equations.

Prerequisite: MATH 162.

1 term – 3 semester hours.

MS 330 – Special Topics in Medical Sciences

This course is usually team taught by Massachusetts General Hospital and Suffolk University faculty to explore topics which are of current interest in the field. Available in seminar or directed study formats, 1, 2 or 3 credits.

Requires permission of instructor and department chairmen.

MS 401 – Cross Sectional Anatomy

This course will introduce the student to basic human anatomy viewed in sectional planes (axial slices) of the body. The course will emphasize the topographic relationships of organs and surface anatomy with interpretation of correlated CT and MRI imaging.

Prerequisite: BIO 204/L204 and MS 305.

1 term – 2 credits.

MS 410 – Clinical Practicum II

Student radiation therapists will attend a second thirteen-week (full-time, 40 hrs/wk) session of intense clinical education in the Department of Radiation Oncology at the Massachusetts General Hospital. Under constant supervision by licensed therapists, the student will further develop their skills in the use of radiation for the benefit of cancer patients.

Prerequisites: MS 302, MS L302, MS 310.

1 term – 1 credit.

MS 415 – Clinical Dosimetry

This course will discuss the factors that influence treatment planning and govern the clinical aspects of patient treatment. Topics to be covered include treatment planning with 3-D CT and MRI images, isodose plan descriptions, clinical applications of treatment beams and advanced dosimetric calculations. This course will also contrast new emerging technologies with conventional radiation therapy treatment (SRT, SRS, IMRT).

Prerequisite: MS 316.

1 term – 3 credits.

MS L415 – Clinical Dosimetry Lab

This lab will provide the student with the opportunity to apply clinical dosimetry principles and theories learned in the classroom to actual treatment planning situations within the clinic. Through hands-on lab exercises the student will demonstrate the use of the treatment planning instruments and interpret information they compute.

Prerequisites: MS 315, MS L315, MS 316, and MS 415 concurrent.

1 term – 1 credit.

MS 420 – Oncology and Pathology

This course, taught by Massachusetts General Hospital physicians, reviews cancer causes, statistics, prevention, the pathology of cancer, clinical trials, ethics and the basis of major therapies. The most commonly occurring cancers are discussed in detail.

Prerequisites: BIO 204, MS 302.

1 term – 3 credits.

MS 425 – Clinical Dosimetry Practicum

The student medical dosimetrist will spend thirteen weeks gaining hands-on patient care experience in the Department of Radiation Oncology at MGH. Under constant supervision of medical dosimetrists and medical physicists, the student will develop the fundamental skills necessary to calculate dose distributions and work with radioactive materials for the treatment of cancer patients.

Prerequisites: MS 315, MS L315, MS 320, MS 415.

Corequisite: MS 330.

1 term – 3 credits.

MILITARY SCIENCE PROGRAM (ARMY ROTC)

**No major available.
Not Credit Bearing**

Department of Military Science

ARMY ROTC (Reserve Officers Training Corps) is sponsored through Northeastern University. This program includes Boston College, Wentworth, and the University of Massachusetts at Boston students in addition to the Northeastern students. ROTC offers two-year and four-year Army officer training programs complementing Suffolk's educational program. Over 4530 Second Lieutenants have been commissioned into all Army branches through this joint program since 1951.

General Objectives

The Department of Military Science of Northeastern University administers the ROTC program for Suffolk University students. Army ROTC provides leadership training on campus and leadership exercises at local off-campus training sites. The goal of the program is to commission the future officer leadership of the United States Army. It fosters the American tradition of the citizen-soldier, responsive to civilian control.

Courses of Study

The Army ROTC program consists of two phases: the Basic Course (freshman and sophomore years) which imposes no obligation on non-scholarship students; and the Advanced Course is conditional upon satisfactory completion of the Basic Course or its equivalent. Participation in the non-obligatory Basic Course provides students an excellent opportunity to decide whether or not they wish to become Army officers.

ROTC Financial Aid

1. Suffolk students can apply for a ROTC scholarship in January of their freshman or sophomore year. Scholarship winners receive **\$16,000** to cover tuition cost. Scholarships are awarded based on merit, not need.
2. Every scholarship winner also receives a flat rate of \$450 annually for books, supplies and equipment. Winners also receive \$200 each month up to \$2,000 per year.
3. All Advanced Course cadets receive a monthly subsistence allowance of \$200.00 up to \$2,000 per year, regardless of whether they are on a scholarship.

Army Commission and Service Requirements

1. Basic Course cadets who are not scholarship recipients incur **no military obligation** and may withdraw from the program at any time.
2. Advanced Course cadets agree to accept an Army commission and serve on either Active Duty (FULL-TIME), or Reserve Duty with duty in the Army Reserve or the National Guard (1 weekend each month and 2 weeks each year) if offered.
3. Cadets will be commissioned as Second Lieutenants and fulfill an 8-year service obligation with one of the following combinations:
 - a. Scholarship Recipients: 4 years Active Duty, followed by 4 years Inactive Reserve; or 6 years Active Reserve followed by 2 years Inactive Reserve.
 - b. Non-Scholarship Cadets: 3 years Active Duty, followed by 3 years Active Reserve, followed by 2 years Inactive Reserve; or 6 years Active Reserve, followed by 2 years Inactive Reserve.
 - c. The Army's selection of the manner in which a Lieutenant will serve is based on the following list of criteria:
 1. Individual Preference
 2. Academic Major
 3. Academic Performance
 4. Military Science Performance
 5. Recommendation of the Professor of Military Science
 6. Needs of the Army

Where to Apply

Interested students should contact:
Major Eric Furey
Assistant Professor of Military Science
Northeastern University
430 Parker Street
Boston MA 02115
(617) 373-2372 or 2374
efurey@lynx.neu.edu
www.rotc.neu.edu

MODERN LANGUAGES

Department of Humanities and Modern Languages

Professors: Kostopoulos-Cooperman, Rosellini
(Chairperson)

Assistant Professors: Abrams, Barriaes-Bouche,
Salvodon

Visiting Assistant Professor: Dolan-Atkins

Lecturers: Gemmato, Hoff, Naranjo, Simpson,
Smith, Ward

Lab Instructor: Marko

Professors Emeriti: Boudreau, Collins Weitz, Fang,
Fehrer, Hastings, Hourtienne, Petherick

The Department of Humanities and Modern Languages offers courses in four foreign languages: French, German, Italian, and Spanish. Major and minor programs are available in French, German and Spanish, but not in Italian. In addition, career-oriented programs are offered in conjunction with the International Economics and International Business Studies majors.

Major in French, German or Spanish

The major in French or Spanish consists of the study of the language, its literature, and its civilization. The major requires 30 credit hours beyond the Elementary level and must include FR 309-310 or SPAN 301-302 and 303-304, as appropriate. HST 101-102 (History of Western Civilization, I, II) are highly recommended for both the French and Spanish Majors. Spanish majors and minors are encouraged to take advantage of the opportunity to study abroad at the Madrid, Spain Campus. French majors and minors are encouraged to take advantage of the opportunity to study abroad at the Dakar, Senegal Campus.

The major in German consists of the study of the language, its literature, and its civilization. The major requires 30 credit hours beyond the Elementary level and must include GER 301-302, 303-304, and 310. GER 306 and 412 may be used to satisfy the requirements for the major.

Minor in French, German or Spanish

The minor in French or Spanish requires 18 credit hours. Students who wish to minor must consult with a department advisor.

The minor in German requires 18 credit hours beyond the Elementary level and must include GER 301 or 302, 303, and 310. GER 306 and 412 may be used to satisfy the requirements for the minor.

Major in French Studies

The major in French Studies consists of the study of the language, civilization, history, politics, and society of France and Francophone countries. The major requires 30 credit hours beyond the Elementary Level of French language study and must include French 309-310. French 320 and French 412 may be used to satisfy the requirements for the major. Four courses (for a total of 12 credit hours) from other departments, including Government, History, Philosophy, Sociology, and Theatre may be used as well. (A student may take a maximum of three courses from any one department.) A current list of approved courses may be obtained from the Department of Humanities and Modern Languages.

Minor in French Studies

The minor in French Studies consists of the study of the language, civilization, history, politics, and society of France and Francophone countries. The minor in French Studies requires 18 credit hours beyond the Elementary Level of French language study and must include French 309-310. French 320 and 412 may be used to satisfy the requirements for the minor. Two courses (for a total of 6 credit hours) from other departments, including Government, History, Philosophy, Sociology, and Theatre may be used as well. A current list of approved courses may be obtained from the Department of Humanities and Modern Languages.

Major in German Studies

The major in German Studies consists of the study of the language, civilization, history, politics, and society of Germany. The major requires 30 credit hours beyond the Elementary Level of German language study and must include GER 301-302. GER 306 and 412 may be used to satisfy the requirements for the major. Four courses (for a total of 12 credit hours) from other departments, including Government, History, Philosophy, and Sociology may be used as well. (A student may take a maximum of three courses from any one department.) A current list of approved courses may be obtained from the Department of Humanities and Modern Languages.

Minor in German Studies

The minor in German Studies requires 18 credit hours beyond the Elementary Level of German language study and must include GER 302. GER 306 and 412 may be used to satisfy the requirements for the minor. Two courses (for a total of 6 credit hours) from other departments, including Government, History, Philosophy, and Sociology may be used as well. A current list of approved courses may be obtained from the Department of Humanities and Modern Languages.

Foreign Language Education Program

For those students wishing to pursue a career as a foreign language teacher at the secondary level, the Department of Humanities and Modern Languages offers initial licensure in French, German, and Spanish and professional licensure in Spanish.

1) Initial Licensure in French, German, and Spanish

In addition to the courses required for the undergraduate major in each of these three languages, the student must take the following courses (24 credits) required for initial secondary education licensure in Massachusetts:

| | | |
|---------|---|-----------|
| EHS 500 | Foundations of Education | 3 credits |
| EHS 502 | Educational Psychology..... | 3 credits |
| EHS 503 | Schooling and Social Inequality | 3 credits |
| EHS 508 | Skills for Secondary Teachers..... | 3 credits |
| EHS 512 | Secondary Curriculum Pedagogy..... | 3 credits |
| EHS 514 | Methods and Models of Teaching | 3 credits |
| EHS 516 | Practicum (Secondary Student Teaching) .. | 6 credits |

The student must also earn a passing score on the communication and literacy test and on the French, German, or Spanish knowledge portion of the Massachusetts Test for Educator Licensure.

2) Professional Licensure in Spanish

Those pursuing a Master's Degree in Secondary School Teaching must complete 18 credit hours in education (consult the Education and Human Services Department for required courses) and a coherent grouping of courses (18 credits) in Spanish. For more information, contact Dr. Sarah M. Carroll, Director, Teacher Preparation Programs, at (617) 573-8261 or scarroll@suffolk.edu and Dr. Jay J. Rosellini, Chairman of Humanities and Modern Languages, at (617) 573-8723 or jroselli@suffolk.edu.

International Economics/International Business Studies

Under joint sponsorship with the Department of Economics, the Department of Humanities and Modern Languages offers a Major program in International Economics that combines courses in French, German, Italian or Spanish language with international economics and area studies. See International Economics in this catalog.

A similar major program in International Business Studies is offered jointly with the School of Management. See the Sawyer School of Management section in this catalog. Tutorial courses in French for Business or Spanish for Business are available to students in both of the above programs.

Minor in Latin American Studies

Requirements for this minor are listed under Latin American Studies in this catalog.

Foreign Language Placement

The Department of Humanities and Modern Languages determines a student's proficiency level in a foreign language. The Department's placement policy is as follows: students may continue a foreign language begun in high school or begin a new language. When the student continues a high school language, the Department determines the student's proficiency level through placement examinations, placement consultations or other measures. In general, students who have recently completed two or three years of high school foreign language with average grades of B or better continue their foreign language studies on the Intermediate level. Students with more than three years of high school foreign language as well as native speakers will consult with a foreign language advisor from the Department for appropriate placement.

Note: Since Foreign Language courses numbered 101, 102, 201, and 202 require progressive skill levels, they may not be taken out of sequential order without permission of the instructor.

Passing a CLEP examination in modern languages will not earn credit for language courses offered at Suffolk University. Furthermore, no CLEP credit for foreign languages may be transferred from other institutions.

Honors in Modern Languages

Students who have achieved a 3.0 average in general and at least a 3.5 average in French, Spanish or German are eligible for honors if they have satisfactorily completed at least six hours of language course work beyond the Intermediate level.

French Courses**FR 101 – Elementary French:****Introduction to French Language and Culture**

Emphasis on developing reading, writing, speaking, and listening skills. Audio-visual and textual materials based on French cultural themes. Weekly laboratory sessions required. On prévoit un voyage à Montréal au deuxième semestre.

1 term – 3 semester hours.

Offered every fall semester.

FR 102 – Elementary French:**Introduction to French Language and Culture**

Continuation of skills development from 101.

Prerequisite: FR 101 or consent of instructor.

1 term – 3 semester hours.

Offered every spring semester.

FR 201 – Intermediate French:**The Language and Civilization of France**

This writing-intensive course examines short readings, films, and print media in the development of language skills. Regular language laboratory sessions required. On prévoit des visites à la Bibliothèque française de Boston, aux musées, et au cinéma.

Prerequisite: FR 102 or consent of instructor.

1 term – 3 semester hours.

Offered every fall semester.

FR 202 – Intermediate French:**The Language and Civilization of France**

Continuation of skills development from 201.

Prerequisite: FR 201 or consent of instructor.

1 term – 3 semester hours.

Offered every spring semester.

FR 205 – The Francophone World

This course explores the francophone world through the media of literature and film. Selected works of francophone literature will be linked to writing exercises and conversation activities.

Prerequisite: French 202 or by permission of instructor.

1 term – 3 credit hours.

Normally offered every year.

FR 301 – French Civilization I

This course is the first part of a two-part series in French civilization. It examines the major events in French history and the origins of French society and culture from prehistoric times to the end of the Middle Ages. Literature, art and music are used to offer testimony to each era. Discussions and films help to contextualize the ideological discourse of each historical period.

Prerequisite: French 202 or by permission of instructor.

1 term – 3 credit hours.

Normally offered alternate years.

This course is cross-listed with the Education and Human Services Department for the initial licensure for Teacher Certification.

FR 302 – French Civilization II

The second part of the civilization series covers society, culture and history from the French Renaissance to the present time. Literature, art and music are used to offer testimony to each era. Discussions and films help to contextualize the ideological developments of each historical period.

Prerequisite: French 202 or by permission of instructor.

1 term – 3 credit hours.

Normally offered alternate years.

This course is cross-listed with the Education and Human Services Department for the initial licensure for Teacher Certification.

FR 304 – Advanced French Grammar

French 304 is an advanced intermediate level grammar course designed to encourage fluency and the transition of the thought process from the native language to the target language. The text used examines the subtle nuances of translation and highlights cultural cues.

Prerequisite: French 202 or by permission of instructor.

1 term – 3 credits.

Normally offered every year.

FR 305 – Advanced Conversation and Composition

This course encourages the student to perfect conversational and writing skills in French. Authentic language and formal writing skills are detailed in this course. The development of oral proficiency is stressed with a focus on listening comprehension, reading and writing.

Prerequisite: French 304 or by permission of the French faculty.

1 term – 3 credits.

Normally offered every year.

FR 309-310 – Survey of French Literature

An analysis of the classic texts of French literature from the sixteenth through the twentieth centuries as they relate to important events in the art, culture, and history of France.

Prerequisite: FR 201-202 or instructor's permission.

2 terms – 6 semester hours.

Offered alternate years.

This course is cross-listed with the Education and Human Services Department for the Teacher Licensure program.

FR 420 – Séjour Linguistique au Sénégal

This study and tour of Senegal is a French immersion program based in Dakar, Senegal. In this course the student will spend two weeks in a structured program of immersion. Classes are conducted entirely in French for three hours per day. Afternoons are spent visiting different parts of the country and dinner is held with native speakers of French. Weekends are reserved for family stays.

Prerequisite: French 205 or by permission of instructor.

1 term – 3 credit hours.

Normally offered alternate years.

FR 501 – Independent Study

This course is available to majors and to students who obtain the professor's permission.

This course is cross-listed with the Education and Human Services Department for the Teacher Licensure program.

French Culture and Civilization Courses Offered in English

Note: Supplementary discussion sections *in French* are offered to interested students. Majors and Minors write their papers *in French* and attend discussion sections *in French*.

FR 216 – Masterpieces of French and Francophone Literature in English Translation

A study in English of representative works by major authors from the Middle Ages to the present. Genres: drama, fiction, and poetry. Regions: Africa, Western Europe, North America and the Caribbean, and Vietnam.

Prerequisite: None.

1 term – 3 semester hours.

Normally offered alternate years.

FR 320 – French Cinema

A survey of French cinema with a focus on three significant periods: the thirties, the sixties, and the nineties. We will begin with the examination of classic French films from these periods and we will discuss political and socio-economic contexts, gender/race/class representation and narrative language.

Prerequisite: None.

1 term – 3 semester hours.

Normally offered alternate years.

FR 412 – Contemporary France

A study of French art, culture, history, literature and politics from the end of World War II to the present day, covering a wide range of topics.

Prerequisite: None.

1 term – 3 semester hours.

Offered as needed.

FR T201-T211 – Business French Tutorials

Tutorials examine the terminology, organization, and practice of business in the French-speaking world.

Prerequisite: Instructor's permission.

Offered each semester.

German Courses

GER 101 – Elementary German:

Introduction to German Language and Culture

Practice in both oral and written language skills using German culture as background for language study. Emphasis on active use of German to master structure, pronunciation and vocabulary. One language laboratory session per week.

1 term – 3 semester hours.

Offered every fall semester.

GER 102 – Elementary German:

Introduction to German Language and Culture

Continuation of skills development from 101. One language laboratory session per week.

Prerequisite: GER 101 or consent of instructor.

1 term – 3 semester hours.

Offered every spring semester.

GER 201 – Intermediate German I

Four-skills approach (speaking, listening, reading, writing) utilizing authentic texts, recordings, and visual media. Grammar review, vocabulary expansion, and intensive practice. One language laboratory session per week.

Prerequisite: GER 102 or consent of instructor.

1 term – 3 semester hours.

Offered every fall semester.

GER 202 – Intermediate German II

Continuation of skills development from 201. One language laboratory session per week.

Prerequisite: GER 201 or consent of instructor.

1 term – 3 semester hours.

Offered every spring semester.

GER 301 – German Civilization I

A survey of civilization in the German-speaking countries from the Reformation to German unification (1871). Major figures, movements, and periods. Art, literature, music, and philosophy in the context of political and economic developments.

Prerequisite: GER 202 or consent of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

GER 302 – German Civilization II

A survey of civilization in the German-speaking countries from the late 19th century to the present. Major figures, movements, and periods. Art, literature, music, philosophy, and popular culture in the context of political and economic developments.

Prerequisite: GER 202 or consent of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

GER 303 – Advanced Conversation

Further development of speaking ability in various contexts (e.g., informal conversation, debate, discussion of current events in the German-speaking countries). Short texts and audio-visual materials as a basis for classroom activities.

Prerequisite: GER 202 or consent of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

GER 304 – Advanced Composition

Additional training in writing German. Practice in various modes (e.g., essay, poetry, reportage, short fiction). Some translation into English. Special attention paid to grammatical points where needed.

Prerequisite: GER 202 or consent of instructor.

1 term – 3 semester hours.

Offered as needed.

GER 310 – Masterpieces of German Literature

A reading of major works in the context of cultural trends and historical developments. Includes such texts as Goethe's *Faust*, Grimm's fairy tales, a selection of poetry, dramas, and short prose pieces, and at least one novel.

Prerequisite: GER 202; GER 301 or 302 strongly recommended.

1 term – 3 semester hours.

Normally offered alternate years.

GER 320 – The German Press

A comparative reading of articles from the German-language press on such topics as contemporary culture, the environment, the European Union, globalization, immigration, minorities, and the women's movement.

Prerequisite – GER 202.

1 term – 3 semester hours.

Offered as needed.

GER 410-411 – Seminar in German Studies

Intensive study of one aspect of the culture and society of the German-speaking countries.

Prerequisite – GER 202 and 301 or 302.

1 or 2 terms – 3 or 6 semester hours.

Offered as needed.

GER 501-502 – Independent Study

Students meet with a departmental faculty member to pursue advanced studies in areas of particular interest to them.

Prerequisite: Instructor's permission.

1 term – 3 semester hours.

Offered as needed.

German Culture and Civilization Courses Offered in English

Note: Supplemental activities in *German* are offered to interested students.

GER 216 – Masterpieces of German Literature in English Translation

Discussion of works by major authors from the 18th century to the present. Drama, fiction, and poetry. The specifically "German" contribution as related to the European context. Lessing, Goethe, Schiller, Heine, Büchner, Schnitzler, Kafka, T. Mann, Hesse, Brecht, Seghers, Grass, Böll, Wolf, and/or others.

Prerequisite: None.

1 term – 3 semester hours.

Offered as needed.

GER 306 – German Cinema

A survey of films produced in the German-speaking countries from the 1920s to the present. Includes the Weimar Republic, the Nazi period, postwar production from both East and West Germany, and new trends since reunification. Film esthetics and socio-historical context. All films shown in German with English subtitles.

Prerequisite: None.

1 term – 3 semester hours.

Normally offered alternate years.

GER 412 – Contemporary Germany

A survey of German culture, politics, and society from the end of World War II to the present day. Discussion of such topics as the "post-fascist" mentality, economic efficiency, reeducation, Americanization, division and its legacy, high culture, entertainment for the masses, environmental movements, pacifism, and multiculturalism.

Prerequisite: None.

1 term – 3 semester hours.

Normally offered alternate years.

GER 420 – The Greens and Environmentalism

The rise of the Green Party, from its grass-roots beginnings to participation in the federal government. Background on the development of "green" consciousness in Germany and Europe since the early 20th century. Present governmental policies and programs (e.g., alternative energy sources, organic farming, recycling, dismantling of nuclear power).

Prerequisite: None.

1 term – 3 semester hours.

Offered as needed.

Italian Courses

No major available.

ITAL 101 – Elementary Italian: Introduction to Italian Language and Culture

Practice in both oral and written language skills. Audio-visual and textual materials based on Italian cultural themes. Two language laboratory sessions per week.

1 term – 3 semester hours.

Offered every fall semester.

ITAL 102 – Elementary Italian: Introduction to Italian Language and Culture

Continuation of skills development from 101.

Prerequisite: ITAL 101 or consent of instructor.

1 term – 3 semester hours.

Offered every spring semester.

ITAL 201 – Intermediate Italian: Language, Culture, and Literature

Review of grammar, practice in spoken Italian, with cultural and literary readings along with composition and translation. Language laboratory sessions as assigned.

Prerequisite: ITAL 102 or consent of instructor.

1 term – 3 semester hours.

Offered every fall semester.

ITAL 202 – Intermediate Italian: Language, Culture, and Literature

Continuation of skills development from 201.

Prerequisite: ITAL 201 or consent of instructor.

1 term – 3 semester hours.

Offered every spring semester.

Spanish Courses

SPAN 101 – Elementary Spanish: Introduction to Spanish Language and Culture I

Practice in both oral and written language skills. Class activities are organized around cultural themes that reflect the diversity of the Hispanic world. One language laboratory session per week.

1 term – 3 semester hours.

Offered every fall semester.

SPAN 102 – Elementary Spanish: Introduction to Spanish Language and Culture II

Continuation of skills development from 101. One language laboratory session per week.

Prerequisite: SPAN 101 or consent of instructor.

1 term – 3 semester hours.

Offered every spring semester.

SPAN 201 – Intermediate Spanish: Language, Culture and Literature I

Systematic review of Spanish grammar and study of Spanish through materials of cultural interest. Development of written and oral skills through compositions and audio-visual materials. One language laboratory session per week.

Prerequisite: SPAN 102 or consent of instructor.

1 term – 3 semester hours.

Offered every fall semester.

SPAN 202 – Intermediate Spanish: Language, Culture and Literature II

Continuation of skills development from 201. One language laboratory session per week.

Prerequisite: SPAN 201 or consent of instructor.

1 term – 3 semester hours.

Offered every spring semester.

SPAN 301 – Hispanic Culture I: Spanish Heritage

A survey of Hispanic Civilization emphasizing the contributions of Spanish-speaking peoples to the Western tradition in art, thought and letters. Concentration on the Iberian Peninsula, with an emphasis on the contributions of Christian, Jewish and Moslem cultures in Spain. Includes reference to Hispanic minorities in the United States.

Prerequisite: SPAN 202 or consent of instructor.

1 term – 3 semester hours.

Offered every fall semester. **C b**

SPAN 302 – Hispanic Culture II: Latin America

A survey of the civilization of Latin America highlighting its historical development, ethnic plurality, and cultural complexity in areas such as politics, religion, sociology, economics, and customs. The cultural contributions of Spanish-speaking minorities in the United States are also addressed.

Prerequisite: SPAN 202 or consent of instructor.

1 term – 3 semester hours.

Offered every spring semester. **C b**

SPAN 303 – Advanced Conversation

Further development of speaking skills in various contexts (e.g., informal conversation, debate, individual presentations, discussion of current events in the Hispanic world, etc.). Audio-visual materials and texts will provide the basis for classroom activities. This course is not for Native-speakers.

Prerequisite: SPAN 202 or consent of instructor.

1 term – 3 semester hours.

Offered every fall semester.

SPAN 304 – Advanced Composition

Writing techniques are the focus of this course – designed specifically to help the individual make a transition from language study to the more formalized aspects of literary analysis. Special attention will be given to grammatical points where needed.

Prerequisite: SPAN 202 or consent of instructor.

1 term – 3 semester hours.

Offered every spring semester.

SPAN 305 – Translation Practicum

An introduction to some of the basic techniques applied in translating the written word. Examples will be drawn from literature, the mass media and professional sources. Additional grammar review provided as needed.

Prerequisites: SPAN 304 or consent of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

SPAN 310 – An Introduction to Spanish Stylistics

By studying a diversity of genres, students will have extensive opportunities to sharpen their cultural and linguistic insights and to develop their “creative impulse” in Spanish. Native and near-Native speakers are encouraged to enroll.

Prerequisite: SPAN 202 or consent of instructor.

1 term – 3 semester hours.

Normally offered every year.

SPAN 401 – Classical Spanish Literature

A survey of Spanish literature from *El Poema del Cid* to the Golden Age with emphasis on cultural currents and their relation to the history of the period. Readings include poetry, drama and prose.

Prerequisite: SPAN 304; SPAN 301 is strongly recommended.

1 term – 3 semester hours.

Normally offered alternate years.

SPAN 402 – Social Literature of Latin America

Reading and discussion of significant literary works related to social themes or problems of Mexico, Central and South America, and the Caribbean. Texts available in English.

Prerequisite: None; SPAN 302 is strongly recommended.

1 term – 3 semester hours.

Normally offered alternate years.

SPAN 403 – Masterpieces in Spanish Theatre

Readings from the great dramas of Hispanism, including works of Lope de Vega, Calderon, Zorrilla, Benavente, Lorca, Sastre and Casona.

Prerequisite: SPAN 304; SPAN 301 is strongly recommended.

1 term – 3 semester hours.

Normally offered alternate years.

SPAN 404 – Modern Hispanic Literature

A survey of literary works of the twentieth century: prose, drama and poetry of Spain and several Latin American countries. Readings selected to illustrate the main intellectual currents that have emerged in the Hispanic world in the twentieth century.

Prerequisite: SPAN 304; SPAN 301 and 302 are strongly recommended.

1 term – 3 semester hours.

Normally offered alternate years.

SPAN 405 – Women's Voices from Latin America

Through fiction, non-fiction, drama, poetry and film, this course will explore the changing roles of women in Mexico, the Caribbean, Central and South America. Texts available in English.

Prerequisite: None; SPAN 304 or its equivalent strongly recommended.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

SPAN 406 – Spanish Cinema

A survey of films illustrating cultural tendencies in Spain. Works by Luis Buñuel, Carlos Saura, Pedro Almodovar and other contemporary directors will be examined. Class discussion will focus on interviews, reviews and critical articles. All films shown in Spanish with English subtitles.

Prerequisite: None.

1 term – 3 semester hours.

Normally offered alternate years.

SPAN 407 – Latin American Short Narrative

An exploration of some of the major trends in twentieth century Latin American story telling. Readings reflect the vast array of voices and styles, beginning with the fantastic literature of the 1930's, the birth of magical realism and the more contemporary socio-political narratives. Authors will include María Luisa Bombal, Julio Cortázar, Rosario Castellanos, Gabriel García Márquez, Juan Rulfo, Luisa Valenzuela, among others.

Prerequisite: SPAN 304 or consent of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

SPAN 408 – Latin American Cinema

A survey of films from Argentina, Mexico, Cuba, Brazil and other Latin American countries. Occasionally the course includes films produced in the United States that are directed by Hispanic filmmakers or that illustrate the presence of Hispanic culture in North America. Class discussion focuses on interviews, reviews, and critical articles. Films in Spanish or Portuguese with English subtitles.

Prerequisite: None.

1 term – 3 semester hours.

Normally offered alternate years.

SPAN 410-411 – Seminar in Hispanic Studies

A special topics seminar focusing on the culture of a Spanish-speaking nation.

Prerequisite: SPAN 301 or 302 or consent of instructor.

1 or 2 terms – 3 or 6 semester hours.

Offered as needed.

SPAN 501-502 – Independent Study

Students meet with a department member to pursue advanced studies in areas of particular interest to them.

Prerequisite: Instructor's permission.

1 term – 3 semester hours.

Offered as needed.

SPAN T201-T202, T301-T302, T303-T304 – Business Spanish Tutorials

Tutorial studies of the terminology, organization and practice of business in the Spanish-speaking world. One credit per term.

Prerequisite: Instructor's permission.

Offered each semester.

Tutorial Studies**Foreign Language T090-T091**

Tutorial Studies in a foreign language not ordinarily offered by the Department of Humanities and Modern Languages.

One to six credits.

By special permission of the Department only.

MUSIC

Humanities Major with Music History Track and Music History Minor available through the Department of Humanities and Modern Languages.

Coordinator: Kelton, Associate Professor

Lecturers: Plotkin, Watson-Born

The following courses in Music are offered through the Humanities Department and are cross-referenced in the Humanities section of this catalog.

Courses with music history content are offered in the Department of Humanities and Modern Languages. The equivalent of a music history major is offered as a Humanities Major – Music History Track, requiring 30 hours of course work. The Music History Minor requires 18 hours of course work.

Humanities Major – Music History Track

Foundation Requirement 2 Courses, 6 Hours Credit

111-112 History of Music I & II

Upper Level Course Requirement 6-8 Courses, 18-24 Hours Credit

Chosen from among the following Humanities courses:

| | |
|-----|--|
| 210 | Music of the Twentieth Century |
| 211 | Music of the United States |
| 221 | History of Women in Music |
| 223 | World Music |
| 225 | Music Around Boston |
| 227 | Jazz |
| 229 | Music History: Opera |
| 231 | Music of Africa |
| 233 | The Blues |
| 335 | Music of Mozart |
| 337 | Music of Beethoven |
| 501 | Independent Study (directed by a professor of music history) |

Related Options A Maximum of 2 Courses

May be chosen from HUM 120-121 – Chorus I-II, or any Humanities offering at level 200 or above.

Minor in Music History

Foundation Requirement 2 Courses, 6 Hours Credit

111-112 History of Music I & II

Upper Level Course Requirement 4 Courses, 12 Hours Credit

Chosen from among the following Humanities courses:

| | |
|-----|--------------------------------|
| 210 | Music of the Twentieth Century |
| 211 | Music of the United States |
| 221 | History of Women in Music |
| 223 | World Music |
| 225 | Music Around Boston |
| 227 | Jazz |
| 229 | Music History: Opera |
| 231 | Music of Africa |
| 233 | The Blues |
| 335 | Music of Mozart |
| 337 | Music of Beethoven |

Change in Course Numbering (Effective 1997)

The following course numbers have been changed. Course content is not affected.

| Old Number | New Number | Course Name |
|------------|------------|--------------------|
| 235 | 335 | Music of Mozart |
| 237 | 337 | Music of Beethoven |

Music Courses

HUM 100 – Music Appreciation

Study of the elements, forms and composers of Western music plus selected examples of non-Western music. Perception and enjoyment developed through selected listening, reading and concert attendance.

1 term – 3 semester hours.

Normally offered every year.

HUM 111 – History of Music I

A chronological survey of Western music from Gregorian chant to the death of Beethoven. Assigned readings, critical listening, class discussion and concert attendance.

1 term – 3 semester hours.

Offered every year.

HUM 112 – History of Music II

A chronological survey of Western music from Schubert to the present. Assigned readings, critical listening, class discussion and concert attendance.

1 term – 3 semester hours.

Offered every year.

HUM 120-121 – Chorus

A group of mixed voices which studies and performs *a cappella* and accompanied music of various styles, periods, and cultures. Previous experience not required.

2 terms – 3 semester hours.

Offered every year.

HUM 210 – Music of the Twentieth Century

The diversity of styles from Debussy through Stravinsky, Schoenberg, Bartok and Copland to more recent developments, including electronic, chance and minimalist music, and musical theater.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 211 – Music of the United States

Survey from Colonial times to the present. Various attempts to create an indigenous style. Folk, religious music and symphonies, jazz and American musical theater. Composers include Billings, Beach, Ives, Copland, Bernstein and others.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 221 – History of Women in Music

The history of music from the Middle Ages to the present presented in the lives and music of women composers, performers, and critics. Assigned readings, critical listening, class discussion and concert attendance.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

HUM 223 – World Music

Selected topics in the folk and traditional musics of Africa, the Near East, the Far East, and the Pacific, examined in the context of their cultures and their roles in the life of the indigenous peoples of those areas. Assigned readings, critical listening, class discussion, and concert attendance.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

HUM 225 – Music Around Boston

Representative concerts of chamber, orchestral and vocal music. Introductory study of musical materials, the works to be performed, their composers and the time in which they lived. Discussion of the concerts and evaluation of performances. A \$50 lab fee paid at registration, covers the cost of tickets.

1 term – 3 semester hours.

Normally offered alternate summers.

HUM 227 – Jazz

Evolution of jazz from blues and ragtime through Dixieland to the avant-garde experiments of today. Contributions of major soloists, arrangers and composers. Listening, reading and concert attendance.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

HUM 229 – Music History: Opera

A comprehensive historical survey of opera focusing on the stylistic and formal development of the medium from its initial phases in the Baroque era into the 20th century. Lectures will include discussions of vocal technique as well as examination of the renowned masterworks of the operatic literature. Representative video and audio examples will supplement class lectures.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 231 – Music of Africa

Introduction to the traditional and contemporary music of Sub-Saharan Africa. Focus on selected cultural traditions. Look at how African music is related to military, political and other dimensions of culture. Appreciation of the connections between Afro-Popular music and the continent's older traditions.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 233 – The Blues

Selected topics dealing with the blues from its origins in various Southern regions of the U.S., through its post-war urban relocation, up to modern interpretations in rock, pop, rap and hip-hop today. Blues music, both technically and culturally, will be considered from the artists' perspective as a form of African-American expression and American/African-American oral history, as well as a unique indigenous form of American music. Influences of European, African, Country and jazz styles will be examined, as well as the themes of race and alienation, and similar socio-cultural influences that have shaped and defined the music over time.

HUM 335 – Music of Mozart

The life and music of Mozart studied in the context of his time and culture. His development from child prodigy to mature artist, traced in his letters and from biographies. Analysis of and listening to major works, including operas, symphonies, concertos and chamber music.

Prerequisite: HUM 100, 111, 112 or permission of the instructor.

1 term – 3 semester hours.

Normally offered alternate years.

HUM 337 – Music of Beethoven

The life and music of Beethoven studied in the context of his time and culture. The three stylistic periods in his work surveyed by analysis and listening to representative masterworks, including symphonies, chamber music, piano sonata, and vocal works.

Prerequisite: HUM 100, 111, 112, or permission of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

PERFORMING & VISUAL ARTS

A cooperative major offered jointly by the Theatre Department, the Humanities Department, and The New England School of Art & Design at Suffolk University.

Coordinator and Theatre Advisor: Dr. Marilyn Plotkins

Visual Arts Advisor: Professor William Davis

Art and Music History Advisor: Dr. Lanier Smythe

Performing & Visual Arts Major

The Performing & Visual Arts Major integrates courses from theatre, music, studio art, and art history into an interdisciplinary B.A. or B.S. degree. Students learn to analyze and interpret the arts while developing creative, managerial, technical, and administrative skills. The major prepares graduates to become professionals in theatre, music, art, design, education, business, and communications. Students wishing to expand on their training in arts-related graduate studies will have the practical foundation to do so. The broadly based arts education of this program provides opportunities for personal growth, promotes a sense of community, and instills an appreciation of the integral role the arts have played in human cultures throughout history. Our urban location complements our academic program, providing easy access to world-class theatre, music, museums, and galleries.

Requirements for the Major

Students may complete the Performing & Visual Arts Major in one of the following concentrations: *Theatre*, *Music*, or *Visual Arts*. All concentrations include four courses (12 credits) of interdisciplinary core requirements, plus six courses (18 credits) in a chosen concentration.

Requirements for the Minor

The Performing & Visual Arts Minor consists of three courses (9 credits) drawn from the PVA core requirements and three courses (9 credits) from one of the PVA concentrations.

Theatre Concentration

Core Requirements

4 Courses, 12 Credits

THETR 225/226 Introduction to Theatre Arts I/II3

Choose one course from the following:3

HUM 105 Art History I

HUM 106 Art History II

Choose one course from the following:3

PHIL 219 Philosophy of Art

ENG 250 Image to Word: Writing on Art

Choose one course from the following:3

HUM 111 History of Music I

HUM 112 History of Music II

HUM 120-121 Chorus

Core Total 12

Concentration Requirements

6 Courses, 18 Credits

THETR 229 Acting I.....3

THETR 350 Theatre Practicum.....3

Any Dramatic Literature Course.....3

(One of the following: ENG 113, 114, 315, 324, 325, 326, 333, 368, 369, 374, 377, SPAN 403)

Choose from the following (3 courses, 9 credits):9

THETR 119 Voice Improvement

THETR 201 Voice and Movement for Actors

THETR 223 Introduction to Singing

THETR 225 Introduction to Theatre Arts I

THETR 226 Introduction to Theatre Arts II

THETR 230 Improvisational Movement

THETR 231 Introduction to Stagecraft & Design

THETR 240 Fundamentals of Dance

THETR 241 Fundamentals of Dance II

THETR 301 Acting the Song I

THETR 302 Acting the Song II

THETR 310 Broadway Musicals

THETR 329 Acting II

THETR 330 Acting Styles

THETR 350 Theatre Practicum: Suffolk Student Theatre

Production

THETR 400 Playwriting

THETR 425 Directing

THETR 450 Special Topics

THETR 491 Arts Administration

THETR 507 Senior Honors Program

Concentration Total 18

Total for Performing & Visual Arts Major 30

Theatre Concentration

Suggested Course Sequence

Freshman Credits

Fall Semester

| | | |
|-----------|-----------------------------------|---|
| ENG 101 | Freshman English I..... | 3 |
| IS 111 | Integrated Studies | 3 |
| CJN 103 | Rhetorical Communication..... | 3 |
| THETR 225 | Introduction to Theatre Arts..... | 3 |
| — | Mathematics*..... | 3 |

Total 15

Spring Semester

| | | |
|---------|---------------------------------------|---|
| ENG 102 | Freshman English II | 3 |
| IS 112 | Integrated Studies | 3 |
| — | Computer Science | 3 |
| — | Ethics (PHIL 119 OR 123 OR 127) | 3 |
| — | Elective | 3 |

Total 15

Sophomore

Fall Semester

| | | |
|-----------|-----------------------------------|---|
| ENG 213 | English Literature I..... | 3 |
| — | Humanities Div. Req. B..... | 3 |
| THETR 229 | Acting I..... | 3 |
| — | Foreign Language (BA) OR | 3 |
| — | Humanities Div. Req. B (BS) | 3 |

Choose one course from the following:.....3

| | |
|---------|----------------|
| HUM 105 | Art History I |
| HUM 106 | Art History II |

Total 15

Spring Semester

| | | |
|-----------|--|---|
| — | English (ENG 214 OR 215 OR 216) | 3 |
| — | Humanities (HUM 111 OR 112 OR 120-121) | 3 |
| THETR 350 | Theatre Practicum..... | 3 |
| — | Foreign Language (BA) OR Elective (BS) | 3 |
| — | Elective | 3 |

Total 15

Junior

Fall Semester

| | | |
|---|---------------------------------|---|
| — | Humanities Div. Req. A | 3 |
| — | Natural Science | 4 |
| — | Social Science Div. Req. A..... | 3 |
| — | Elective | 3 |
| — | Elective | 3 |

Total 16

Spring Semester

| | | |
|----------|--|---|
| — | Theatre Concentration Requirement..... | 3 |
| — | Natural Science | 4 |
| PHIL 219 | Philosophy of Art | 3 |
| — | Elective | 3 |
| — | Elective | 3 |

Total 16

Senior

Fall Semester

| | | |
|---------|--|---|
| SCI 301 | Science & Technology Today..... | 3 |
| — | Theatre Concentration Requirement..... | 3 |
| — | Social Science Div. Req. B | 3 |
| — | Elective | 3 |
| — | Elective | 3 |

Total 15

Spring Semester

| | | |
|---|---|---|
| — | Dramatic Literature | 3 |
| — | (One of the following: ENG 113, 114, 315, 324, 325, 326, 333, 368, 369, 374, 377, Span 403) | |
| — | Theatre Concentration Requirement..... | 3 |
| — | Social Science Div. Req. C | 3 |
| — | Elective | 3 |
| — | Elective | 3 |

Total 15

Please Note: All PVA majors must take at least two courses (6 credits) from the list of Cultural Diversity Courses in the Course Catalog (one course from Group A and one course from Group B). These courses may also simultaneously fulfill a Divisional Requirement, or they may be taken in place of elective courses.

*The Art of Mathematics (MATH 132) is recommended for PVA majors. See Course Catalog for other options.

Music Concentration

Core Requirements

4 Courses, 12 Credits

| | | | |
|---------------|-------------------------------------|-----------|---|
| THETR 225/226 | Introduction to Theatre Arts I/II | OR | |
| THETR 350 | Theatre Practicum..... | | 3 |
| HUM 111 | History of Music I..... | | 3 |
| PHIL 219 | Philosophy of Art | OR | |
| ENG 250 | Image to Word: Writing on Art | | 3 |
| HUM 105 | Art History I | OR | |
| HUM 106 | Art History II..... | | 3 |

Core Total 12

Concentration Requirements

6 Courses, 18 Credits

| | | |
|---------|---------------------------|---|
| HUM 112 | History of Music II | 3 |
| HUM 340 | Music Theory | 3 |

Music History Option

2-3 Courses, 6-9 Credits

| | |
|-------------|----------------------------|
| HUM 210 | Music of the 20th Century |
| HUM 211 | Music of the United States |
| HUM 221 | History of Women in Music |
| HUM 223 | World Music |
| HUM 225 | Music Around Boston |
| HUM 227 | Jazz |
| HUM 229 | Music History: Opera |
| HUM 335 | Music of Mozart |
| HUM 337 | Music of Beethoven |
| HUM 501-502 | Independent Study |

Performance Option

1-2 Courses, 3-6 Credits

| | |
|---------------|--------------------------|
| HUM 120-121 | Chorus |
| THETR 223 | Introduction to Singing |
| THETR 301-302 | Acting the Song I and II |

Concentration Total 18

Total for Performing & Visual Arts Major 30

College of Arts and Sciences

Music Concentration

Suggested Course Sequence

Freshman

Fall Semester

| | | |
|---------|-------------------------------|----------|
| ENG 101 | Freshman English I..... | 3 |
| IS 111 | Integrated Studies | 3 |
| CJN 103 | Rhetorical Communication..... | 3 |
| HUM 111 | History of Music I..... | 3 |
| — | Mathematics*..... | 3 |
| | | Total 15 |

Spring Semester

| | | |
|---------|---------------------------------------|----------|
| ENG 102 | Freshman English II | 3 |
| IS 112 | Integrated Studies | 3 |
| HUM 112 | History of Music II | 3 |
| — | Computer Science | 3 |
| — | Ethics (PHIL 119 OR 123 OR 127) | 3 |
| | | Total 15 |

Sophomore

Fall Semester

| | | |
|---------------|--|----------|
| ENG 213 | English Literature I..... | 3 |
| THETR 225/226 | Introduction to Theatre Arts I/II OR | |
| THETR 350 | Theatre Practicum** | 3 |
| — | Humanities Div. Req. B | 3 |
| — | Foreign Language (BA) OR Elective (BS) | 3 |
| — | Elective | 3 |
| | | Total 15 |

Spring Semester

| | | |
|--|---------------------------------------|----------|
| — | English (ENG 214 OR 215 OR 216) | 3 |
| — | Foreign Language (BA) OR | |
| — | Humanities Div. Req. B (BS) | 3 |
| Choose one course from the following | | 3 |
| HUM 105 | Art History I | |
| HUM 106 | Art History II | |
| — | Elective | 3 |
| — | Elective | 3 |
| | | Total 15 |

Junior

Fall Semester

| | | |
|---------|----------------------------------|----------|
| — | Music History Requirement | 3 |
| — | Natural Science | 4 |
| — | Social Science Div. Req. A | 3 |
| HUM 340 | Music Theory | 3 |
| — | Elective | 3 |
| | | Total 16 |

Spring Semester

| | | |
|----------|---------------------------------|----------|
| — | Music History Requirement | 3 |
| — | Natural Science | 4 |
| PHIL 219 | Philosophy of Art | 3 |
| — | Elective | 3 |
| — | Elective | 3 |
| | | Total 16 |

Senior

Fall Semester

| | | |
|---------|-------------------------------------|----------|
| SCI 301 | Science & Technology Today | 3 |
| — | Music Performance Requirement | 3 |
| — | Social Science Div. Req. B..... | 3 |
| — | Elective | 3 |
| — | Elective | 3 |
| | | Total 15 |

Spring Semester

| | | |
|-----------|----------------------------------|----------|
| — | Music History Option | |
| OR | | |
| — | Music Performance Option | 3 |
| — | Social Science Div. Req. C | 3 |
| — | Elective | 3 |
| — | Elective | 3 |
| — | Elective | 3 |
| | | Total 15 |

Please Note: All PVA majors must take at least two courses (6 credits) from the list of Cultural Diversity courses in the Course Catalog (one course from Group A and one course from Group B). These courses may also simultaneously fulfill a Divisional Requirement, or they may be taken in place of elective courses.

*The Art of Mathematics (MATH 132) is recommended for PVA majors. See Course Catalog for other options.

**THETR 350 may be taken in the Fall or Spring semesters.

Visual Arts Concentration

Core Requirements

4 Courses, 12 Credits

| | | |
|---------------|---|---|
| THETR 225/226 | Introduction to Theatre Arts I/II OR | |
| THETR 350 | Theatre Practicum..... | 3 |
| PHIL 219 | Philosophy of Art OR | |
| ENG 250 | Image to Word: Writing on Art | 3 |
| HUM 105 | Art History I | 3 |

Choose one course from the following:

| | | |
|-------------|---------------------------|---|
| HUM 111 | History of Music I | 3 |
| HUM 112 | History of Music II | 3 |
| HUM 120-121 | Chorus | 3 |

Core Total 12

Concentration Requirements

6 Courses, 18 Credits

| | | |
|----------|----------------------------|---|
| HUM 106 | Art History II | 3 |
| ADF S101 | Foundation Drawing I | 3 |
| ADF S151 | 2-Dimensional Design..... | 3 |

In addition, all Visual Arts Concentration students must complete one of the following tracks in its entirety (3 courses, 9 credits).

Graphic Design Track

9 Credits

| | | |
|----------|---------------------------------------|--|
| ADG S201 | Basic Typography | |
| ADG S206 | Graphic Design I | |
| ADG S219 | Computer Applications in Design | |

Interior Design Track

9 Credits

| | | |
|----------|--------------------------------------|--|
| ADI S104 | Drafting Studio | |
| ADI S106 | Interior Design Communications | |
| ADI S201 | Interior Design Studio I | |

Fine Arts Track 9 Credits

| | |
|-----------|-------------------------------|
| ADFA S123 | Painting |
| ADFA S201 | Drawing Techniques & Concepts |
| ADFA S271 | Image Development Seminar I |

Art History Track 9 Credits

Choose 3 courses (9 credits) from the following:

| | |
|---------|-----------------------------------|
| HUM 305 | Art of Greece & Rome |
| HUM 306 | Art of the Middle Ages |
| HUM 307 | Art of the Italian Renaissance |
| HUM 308 | Art of the Baroque & Rococo |
| HUM 309 | Art of the 19th Century |
| HUM 310 | Modernism in Art |
| HUM 311 | Art of the United States |
| HUM 312 | Art of the Northern Renaissance |
| HUM 316 | Contemporary Art |
| HUM 320 | Art & Architecture of New England |
| HUM 321 | Women, Art and Society |

Concentration Total 18

Total for Performing & Visual Arts Major 30

Visual Arts Concentration

Suggested Course Concentration

Freshman

Fall Semester

| | | |
|---------|-------------------------------|---|
| ENG 101 | Freshman English I..... | 3 |
| IS 111 | Integrated Studies | 3 |
| CJN 103 | Rhetorical Communication..... | 3 |
| HUM 105 | Art History I | 3 |
| — | Mathematics* | 3 |

Total 15

Spring Semester

| | | |
|---------|---------------------------------------|---|
| ENG 102 | Freshman English II | 3 |
| IS 112 | Integrated Studies | 3 |
| HUM 106 | Art History II | 3 |
| — | Computer Science | 3 |
| — | Ethics (PHIL 119 OR 123 OR 127) | 3 |

Total 15

Sophomore

Fall Semester

| | | |
|-----------|------------------------------|---|
| ENG 213 | English Literature I | 3 |
| THETR 225 | Introduction to Theatre Arts | |

OR

| | | |
|-----------|----------------------------|---|
| THETR 350 | Theatre Practicum** | 3 |
| ADF S101 | Foundation Drawing I | 3 |
| — | Foreign Language (BA) | |

OR

| | | |
|---|-----------------------------------|---|
| — | Humanities Div. Req. B (BS) | 3 |
| — | Humanities | |
| — | (HUM 111 OR 112 OR 120-121) | 3 |

Total 15

Spring Semester

| | | |
|---|--|---|
| — | English (ENG 214 OR 215 OR 216) | 3 |
| — | Humanities Div. Req. B | 3 |
| — | Foreign Language (BA) OR Elective (BS) | 3 |
| — | Elective | 3 |
| — | Elective | 3 |

Total 15

Junior

Fall Semester

| | | |
|----------|----------------------------------|---|
| ADF S151 | 2-Dimensional Design..... | 3 |
| — | Natural Science | 4 |
| — | Social Science Div. Req. A | 3 |
| — | Elective | 3 |
| — | Elective | 3 |

Total 16

Spring Semester

| | | |
|----------|----------------------------|---|
| — | Visual Arts Track*** | 3 |
| — | Natural Science | 4 |
| PHIL 219 | Philosophy of Art | 3 |
| — | Elective | 3 |
| — | Elective | 3 |

Total 16

Senior

Fall Semester

| | | |
|---------|----------------------------------|---|
| SCI 301 | Science & Technology Today | 3 |
| — | Visual Arts Track*** | 3 |
| — | Social Science Div. Req. B | 3 |
| — | Elective | 3 |
| — | Elective | 3 |

Total 15

Spring Semester

| | | |
|---|----------------------------------|---|
| — | Visual Arts Track*** | 3 |
| — | Social Science Div. Req. C | 3 |
| — | Humanities Div. Req. A | 3 |
| — | Elective | 3 |
| — | Elective | 3 |

Total 15

Please Note: All PVA majors must take at least two courses (6 credits) from the list of Cultural Diversity Courses in the Course Catalog (one course from Group A and one course from Group B). These courses may also simultaneously fulfill a Divisional Requirement, or they may be taken in place of elective courses.

** The Art of Mathematics (MATH 132) is recommended for PVA majors. See Course Catalog for other options.*

***THETR 350 may be taken in the Fall or Spring semester.*

**** Arts Concentration students must complete one of the following tracks in its entirety (3 courses, 9 credits): Fine Arts Track, Graphic Design Track, Interior Design Track, or Art History Track. Please see the Visual Arts Concentration outline which appears above.*

Gallery 28

Gallery 28 is an exhibit space for showcasing the talents of students, faculty and alumni, as well as outside artists and designers. Recent examples of exhibits include *Poetic License: A Tribute to the Beat Generation*, which featured images and text by such Beat luminaries as Allen Ginsberg, Jack Kerouac and William Burroughs; *A Visual Renaissance: Creativity, Computers and Careers in the Digital Age*, a high energy exhibit of broadcast and multimedia design created by six recent NESADSU graduates, all of whom are actively working in electronic design in the Boston area; and *Threads of Hope, Memories of Love: The Arpillera movement in Chile 1974-1994*, which consisted of hand-crafted tapestries commemorating those who “disappeared” during the reign of the Pinochet government in Chile. Gallery 28 also holds three in-depth one-person faculty shows each year, and an annual student exhibit in April.

C. Walsh Theatre

The C. Walsh Theatre is the home of Suffolk Student Theatre, Boston Music Theatre Project, and a vibrant venue for professional performing arts in Boston. Students have close contact with esteemed and emerging performing artists. Emmanuel Music and Collage New Music are world-class ensembles in residence at the University. **The Studio Theatre** is an intimate black-box performance space ideal for student workshops and experimental theatre productions. The theatre is also home to the Birth of a Musical Festival each spring.

Suffolk Student Theatre

Suffolk Student Theatre, the centerpiece of theatre training, offers many opportunities for theatre production and performance which begin freshman year. Suffolk Student Theatre yearly presents two faculty-directed productions and a student-directed and designed One-Act Play Festival. It supports student-directed and designed full-length productions and presentations of student-written scripts, and recognizes excellence in acting, directing, design, administration, stage management, and technical theatre.

SST has participated in the Kennedy Center American College Theatre Festival since 1997. Our productions have been nominated for the regional semi-finals every year since 1998 and as regional finalists in 2000 and 2002. Our students have been finalists in the Irene Ryan Acting Competition and in 2002 won the regional finals. Past SST productions include the university premiere of Tony Kushner’s adaptation of Brecht’s *The Good Person of Szechuan*, the Boston premiere of Len Jenkin’s *Pilgrims of the Night*, David Mamet’s adaptation of Chekhov’s *Three Sisters*, Ashman/Menken’s *Little Shop of Horrors*, Shakespeare’s *Othello* and Peter Brook/Claudide’s *Conference of the Birds*.

The Boston Music Theatre Project

The Boston Music Theatre Project (BMTP) at Suffolk University is the oldest professional organization in the greater Boston area dedicated solely to music theatre in development. BMTP seeks out new work of exceptional promise and nurtures that work through readings and workshop productions.

PHILOSOPHY

Department of Philosophy

Professors: Greenberg (Chairperson), Outwater, Zuckerstatter

Associate Professor: Giancola

Lecturers: Denby, Johnson, Lee, Rosenfeld, Schulman

A major in Philosophy provides students with new ways of seeing the world and its possibilities. The Philosophy program at Suffolk teaches analytical and writing skills that provide a solid foundation for law school, graduate training, or professional school. Philosophy students complete their undergraduate training readied, as well, to pursue careers in community and public service, in theology, in college and secondary teaching, in health services and medical ethics, in business and business management, in writing, and in journalism and communications.

Requirements for a major in Philosophy are satisfied by successfully completing 30 semester hours of course work in Philosophy.

All majors in Philosophy are required to take the following core courses: PHIL 113 (Informal Logic) or PHIL 212 (Formal Logic); 119 (Ethics) or 123 (Social Ethics) or 127 (Contemporary Moral Issues); 210 (History of Ancient and Medieval Philosophy); 211 (History of Modern Philosophy); and six additional courses selected with the help of an advisor. A detailed program suited to the needs of the individual student will be developed for each Philosophy major.

Honors in Philosophy

In order to be eligible for Honors in Philosophy a student must satisfy the following criteria:

1. Students must major in Philosophy and have an overall GPA of 3.5, and a 3.5 GPA in Philosophy courses.
2. Candidates should consult with the Chair of the Philosophy Department at the beginning of their Junior year in order to apply for admission to the Honors Program.
3. Honors candidates should register for PHIL 514 (Advanced Topics in Philosophy) in the second half of their junior year.
4. Honors candidates should register for PHIL 515 (Directed Studies in Philosophy) during the first half of their senior year. This course will entail completion of a major research paper. Research papers will be read and evaluated by the faculty of the Department. Students will then defend their paper in a session with the faculty. Honors will be awarded by a majority vote of the faculty.

The Minor Program in Philosophy

Eighteen semester hours (six courses) in Philosophy are required of students who elect a minor in Philosophy. These must include PHIL 119 (Ethics) or 123 (Social Ethics) or 127 (Contemporary Moral Issues); either 210 (History of Ancient and Medieval Philosophy) or 211 (History of Modern Philosophy); and four additional courses.

Phi Sigma Tau Philosophy Honor Society

Phi Sigma Tau, the National Honor Society for Philosophy, established its Massachusetts Beta Chapter at Suffolk in 1965. Active membership is open to students who have reached junior standing, and who have completed at least six courses in Philosophy at Suffolk with an average of 3.3, plus a cumulative average of 3.0.

Philosophy Courses

PHIL 113 – Informal Logic

A non-formal introduction to the art of correct reasoning, including treatment of such concepts/topics as: the nature of argument, induction, deduction, validity, soundness, aspects of language which tend to interfere with logical thought, definition, role of emotion, types of disagreement, and fallacies.

1 term – 3 semester hours.
Normally offered every year.

PHIL 115 – Introduction to Philosophy

A general introduction to the nature of philosophical analysis. Lectures, readings, and discussions will focus on representative issues and thinkers from the main areas of Philosophy (such as epistemology, metaphysics, ethics, and the Philosophy of religion).

1 term – 3 semester hours.
Normally offered every year.

PHIL 119 – Ethics

A systematic introduction to the major thinkers and their positions on the main issues of ethics, i.e. What is morality? What are moral values? How do moral judgements differ from other types of statements? Are there objective, universal, absolute moral standards? If so, what are they, and what is their basis?

1 term – 3 semester hours.
Normally offered every year.

PHIL 123 – Social Ethics: The Good Life

An examination of contemporary Western society, particularly American economic life, from the stand point of various philosophical ideas of the “good life.” Current books which exhibit a philosophical approach towards important contemporary social issues will be discussed.

1 term – 3 semester hours.
Normally offered every year.

PHIL 127 – Contemporary Moral Issues

A critical examination of a number of contemporary moral issues such as: abortion, euthanasia, suicide, capital punishment, affirmative action, gun control, lying, commitments, gay marriage, pornography, environmental ethics, animal rights, genetic engineering, cloning, etc.

1 term – 3 semester hours.
Normally offered every year.

PHIL 210 – History of Ancient and Medieval Philosophy

The study of philosophical thought from the period of the ancient Greek philosophers through the Medieval thinkers, including such philosophers as Socrates, Plato, Aristotle, Epicurus, Zeno, Parmenides, Pythagoras, Protagoras, Augustine, Aquinas, Anselm, and Abelard. An introductory course designed to equip the student with a well grounded understanding and appreciation of Philosophy.

1 term – 3 semester hours.
Normally offered every year.

PHIL 211 – History of Modern Philosophy

A study of the major modern philosophical thinkers including Descartes, Spinoza, Leibniz, Locke, Berkeley, Hume, Kant, Hegel and Schopenhauer.

1 term – 3 semester hours.
Normally offered every year.

PHIL 212 – Formal Logic

An introduction to formal (or semi-formal) study of the basic types of deductive arguments (propositional and syllogistic logic).

1 term – 3 semester hours.
Normally offered alternate years.

PHIL 217 – Philosophy of Life

An examination of philosophical thinkers who have tried to relate philosophical concerns to a variety of “life issues,” such as environmental, health, sex, popular culture, politics, literature, and psychology. The class will discuss “the extension of consciousness” issue as it relates to biological and inorganic life including *anima* psychology, astrophysics, and the philosophy of science. Different ways of doing philosophy will be explored.

Prerequisite: One course in Philosophy or consent of instructor.
1 term – 3 semester hours.
Normally offered every third year.

PHIL 219 – Philosophy of Art

A systematic introduction to the major thinkers and positions on the principal issues of aesthetics (including the philosophy of art): What is beauty? What is art? What is the nature of aesthetic value and of aesthetic judgements? Is beauty in the eye of the beholder? How can we distinguish between good and bad art? Are there objective standards of beauty? If so, what is their basis? What is the function and purpose of art? Readings from both classical and contemporary sources.

1 term – 3 semester hours.
Normally offered every third year.

PHIL 223 – Philosophy in Literature

An inquiry into some philosophical themes in modern literature. Existential reality, immortality, faith and nature, morality and reason will be explored through the creative word of modern authors. Special emphasis will be placed on recurrent themes and their philosophical belief structure and meaning.

Prerequisite: One course in Philosophy or consent of instructor.
1 term – 3 semester hours.
Normally offered alternate years.

PHIL 228 – Feminist Philosophy

This course is an introduction to the philosophy of feminist thought. Feminist theories of epistemology, metaphysics and morality will be examined as critiques of traditional philosophy. Feminist perspectives and methodologies include radical, liberal, postmodern, as well as more recent trends in ecofeminism. Special emphasis will be placed on explicit and implicit practices of alienation and exclusion as they have unfolded in the “gendering” of thought, truth, and reality.

Prerequisite: One course in Philosophy or consent of instructor.
1 term – 3 semester hours.
Normally offered every third year.

PHIL 240 – Environmental Ethics

An examination of the moral issues involved in the interaction of humans with their natural environment. Topics include: the environmental crisis, human-centered vs. nature-centered ethics, intrinsic value in nature, obligations to future generations, the importance of preserving endangered species and wilderness, radical ecology, ecofeminism, and the role of social justice in environmental issues.

1 term – 3 semester hours.

Normally offered every third year.

PHIL 241 – Medical Ethics

An examination of the moral problems facing health-care practitioners, their patients, and others involved with the practice of medicine in today's society. Issues include euthanasia, the ethics of medical experimentation, the use of reproductive technologies, genetic counseling and genetic engineering, truth-telling and confidentiality in doctor-patient relationships, and the cost and availability of medical care.

1 term – 3 semester hours.

Normally offered every third year.

PHIL 250 – Social and Political Philosophy

An exposition and critical evaluation of the major Western social and political philosophies. Readings from such thinkers as Plato, Aristotle, Machiavelli, Hobbes, Rousseau, Locke, Mill, Jefferson, Marx, and Rawls.

1 term – 3 semester hours.

Normally offered alternate years.

PHIL 251 – Philosophy of Race and Gender

Prejudice of many kinds, such as racism and sexism, is so embedded in our social institutions, and is so "traditional" and pervasive that we often fail to notice it. In this course, we will deal with the history and nature of racism and sexism, as well as with possible solutions to these problems, including affirmative action and busing. Also to be discussed will be homosexuality, pornography and sex roles.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

PHIL 253 – The Philosophy of America

A systematic exploration of the philosophical principles underlying the American republic. The founding documents of America – the Declaration of Independence and the Constitution – will be studied with an eye to their philosophical content and their philosophical sources; other works, primary and secondary, that help to illuminate these documents and their philosophical significance will also be read.

1 term – 3 semester hours.

Normally offered every third year.

PHIL 260 – Philosophy of Religion

Attempts to analyze and interpret the most fundamental religious concepts and beliefs, and to determine of what "rational" support the latter are susceptible. Of central interest will be issues of the nature and existence of "God," salvation, and immortality. Focus will at first be on Western conceptions, but will eventually broaden to include other world religions – with special attention to the current issue of whether all religions can be equally valid and true.

1 term – 3 semester hours.

Normally offered alternate years.

PHIL 261 – Eastern Philosophy

The exposition and critical evaluation of Hinduism, Buddhism, Confucianism, Taoism, and Islam. Special attention is given to foundation principles as well as to the similarities and differences of each of these philosophies to basic ideas in Western philosophy.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

PHIL 262 – Buddhism

A historical survey of Buddhist philosophy. We will explore Buddhist origins, central teachings, devotional and meditational practices, rituals and institutions as developed from classical to modern times. Special attention given to the philosophical diversity of the Buddhist world view.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

PHIL 263 – Native American Religion

This course is an examination of Native American (Indian) religious experience, both the similarities and differences among the myths and rituals of the major tribes which comprise the background of our nation's history of Western migration and "settlement." The emphasis will be on understanding how life was experienced by these peoples through a close look at the philosophical meanings of their mythology and ethics.

1 term – 3 semester hours.

Normally offered alternate years. **C a**

PHIL 265 – Women in Spirituality

An exploration into the various dimensions and ideologies concerning the role of the feminine in relation to the Divine. Belief systems, myths and archetypes from ancient Goddess worship to 20th century feminist theology will be examined in terms of philosophical content and psychological consequences. Special emphasis will be placed on feminist metaphysical structures for understanding consciousness and Reality. Classes will be conducted by means of lectures, primary and secondary texts and class discussions.

Prerequisite: One course in Philosophy or consent of instructor.

1 term – 3 semester hours.

Normally offered alternate years. **C b**

PHIL 270 – The Yoga Sutras of Patanjali: Light of the Soul

The Yoga Sutras form the basis of what is today more commonly called Raja Yoga. They are based on the writings of the Hindu sage and master Patanjali (800 B.C.) who was the first to compile a systematic account of the Yoga teachings and their philosophical meaning. At the core of the teachings is the belief that liberation is to be obtained by “absolute control over the mind.” This course is a theoretical inquiry into the fundamental forms and structures of this ancient system of practice.

Prerequisite: One course in Philosophy or consent of instructor.

1 term – 3 semester hours.

Normally offered every third year.

PHIL 308 – Comparative Religion and Philosophy

This course is a critical introduction into world religions, their doctrines, practices and philosophical situations. The religio-ethical principles of ancient Hinduism, Buddhism, Taoism and Christianity will be presented as a basis for a cross-cultural understanding of norms, values, moral practices and rituals. Primary figures include Augustine, Kant, Aquinas, Eckhart, the Buddha, Dogen, Gandhi, and Lao Tzu. Special attention will be given to the following topics: concepts of morality and transcendence; unity of moral action and knowledge including issues of justice, law and compassion; conceptions of pathology and modes of redress; questions of good and evil; and metaphysical and anti-metaphysical notions of the self. Comparative models will be used to critically examine the function and meaning of practices and patterns in belief and reasoning across cultural traditions. Contemporary studies in comparative philosophy and philosophy of religion will be supplemented by classical readings in the history of world religions.

1 term – 3 semester hours.

Normally offered alternate years.

PHIL 309 – Philosophy of Freedom

Focuses on the paradoxical relationship between freedom and responsibility and how that affects our thinking about freedom in the individual, social and political sphere. Both classical and contemporary thinkers will be considered.

1 term – 3 semester hours.

Normally offered every third year.

PHIL 310 – Phenomenology of Religion

This course is designed as an exploration into the dimensions and meanings of religious experience. World religions will be critically and experientially examined in terms of their metaphysical claims and ontological categories. Special emphasis will be placed on the relationship of consciousness to the Absolute as it is presented in both ancient and classical schools (East and West). Classes will be conducted by means of lecture, primary text in translation, secondary readings, and class discussion. Students will be encouraged to be active seekers.

Prerequisite: One course in Philosophy or consent of instructor.

1 term – 3 semester hours.

Normally offered every third year.

PHIL 311 – Philosophy of Nature

An exploration of the relationships between philosophy, the travel narrative, geography, popular culture, art and architecture. The elaboration of “spiritual topography,” including landscapes, as well as man-made structures that can evoke spiritual experience. Use of film, pictures, and possible field trips. Elaboration of “panology,” including “the backpacking lifestyle.” “Readings” in a variety of sources: Eliade, Jung, Thoreau, Bachelard, F. L. Wright, Soleri, Gaudi, Van Gogh, Abbey, Muir, Nietzsche, Jeffers. Students will keep a journal of their experiences during the semester.

1 term – 3 semester hours.

Normally offered alternate years.

PHIL 312 – Post-Modernism

An exploration of recent attacks on the Western philosophical tradition of preferring Reason above all other modes of human conduct. Included will be readings from such thinkers as Thomas Kuhn, Richard Rorty and Michel Foucault.

Prerequisite: One course in Philosophy or consent of instructor.

1 term – 3 semester hours.

Normally offered every third year.

PHIL 314 – 20th-Century Philosophy

Examines one or more of the following major philosophical movements of this century: Pragmatism, Phenomenology, Existentialism, Logical Positivism, Analytic (Linguistic) Philosophy, and Critical Theory (Post-Analytic Philosophy).

Prerequisite: One course in Philosophy or consent of instructor.

1 term – 3 semester hours.

Normally offered alternate years.

PHIL 316 – Existentialism

An overview of the existentialist tradition. Primary focus on issues and problems arising from the existentialist reaction to classical philosophy. Topics include: individuality and freedom, humans in society, death, morality, immortality, and the rejection of God. Philosophers to be discussed will include Kierkegaard, Nietzsche, Sartre and Heidegger.

1 term – 3 semester hours.

Normally offered every third year.

PHIL 318 – Philosophy of Law

Readings will include the works of such 20th century legal philosophers as H.L.A. Hart, Dworkin and Rawls as well as that of leading jurists such as Oliver Wendell Holmes and Learned Hand. Issues discussed will revolve around considerations of how the legal system should operate in arriving at just decisions.

1 term – 3 semester hours.

Normally offered every third year.

PHIL 330 – African Philosophy

This course explores indigenous African systems of thought, modern academic African philosophy, African social and political theory, and contemporary debates centered on questions of identity, modernity, essentialism and historicity within the African context.

1 term – 3 semester hours.

Normally offered every third year.

PHIL 350 – Philosophy of Sex, Love and Marriage

This course will explore issues of ethics, personal identity and ontology raised in the daily choices we make around sex, love and marriage. Among other topics, we will examine monogamy, heterosexuality, homosexuality, and gender identity. We will ask questions such as: Are we intended to be monogamous? Are we acting naturally if we are not monogamous? Are we biological beings, formed through thousands of years of evolution, trying to out-manuever others to pass on our genetic material to as many people as we can? Or are we beings created in the image of God, expected to live up to the morality outlined in revealed religion? Students should expect participation to play a significant role in the class and should expect the discussions to be frank and mature.

1 term – 3 semester hours.
Normally offered every third year.

PHIL 414 – Profiles in Philosophy

A detailed exposition and evaluation of the views of one major philosophical thinker or of one major group of philosophical thinkers. Readings from both primary and secondary sources.

Prerequisite: One course in Philosophy or consent of instructor.
1 term – 3 semester hours.
Normally offered every third year.

PHIL 415 – Aristotle's *Metaphysics*: Profiles in Philosophy

This course is an investigation into what Aristotle rightly called Primary Philosophy or Divine Science. Aristotle's *Metaphysics* understood, as the science of "Being qua Being," not only forms the basis of all other sciences but also claims as its proper object the universality and primary nature of all Being. Aristotle's notion of form, causality and substance will be critically examined as to how they relate to a distinct and immovable Entity. Special attention will be placed on the particular problems the question of "Being" raises and its effect on modern thought.

Prerequisite: One course in Philosophy or consent of instructor.
1 term – 3 semester hours.
Normally offered every third year.

PHIL 416 – Plato: Profiles in Philosophy

This course is an in-depth examination of the philosophy of Plato, starting with a focus on the Philosopher's identity as discovered by sympathetically understanding Socrates' dialogic role in opposition to the Sophists of his day. Recent Platonic scholarship will be introduced to the student, and a detailed explanation of how Plato is no longer understood as "an Idealist:" will be offered after a close look at the text of *The Republic*, *The Statesman*, and *The Symposium*. Emphasis will be on student journals and role playing with regard to Socrates' "verbal behavior." Class attendance and participation absolutely essential.

Prerequisite: One course in Philosophy or consent of instructor.
1 term – 3 semester hours.
Normally offered every third year.

PHIL 417 – Philosophy of Non-Violence: Profiles in Philosophy

This course will focus on the philosophical principles of non-violence as incorporated into the political, social and spiritual teachings of such leaders as Mohandas Gandhi, the Dalai Lama and Martin Luther King, Jr. among others. Students will examine the historical, cultural and philosophical origins of the doctrines of non-violence with special emphasis on their metaphysical and ethical claims and how they affect our daily lives. Classes will be conducted by means of lecture, primary texts in translation, and class research projects. Students will be expected to be active seekers.

1 term – 3 semester hours.
Normally offered every third year.

PHIL 418 – Kant: Profiles in Philosophy

An examination of Kant's epistemology and philosophy of religion, especially his dualism and the primacy of political reason. Reading in the *Critique of Practical Reason*. Journals, class attendance and discussion are components of the grade.

Prerequisite: One course in Philosophy or consent of instructor.
1 term – 3 semester hours.
Normally offered every third year.

PHIL 419 – Thoreau: Profiles in Philosophy

A detailed exposition and evaluation of the views of Henry David Thoreau. Readings from both primary and secondary sources.

Prerequisite: One course in Philosophy or consent of instructor.
1 term – 3 semester hours.
Normally offered every third year.

PHIL 421 – Nietzsche: Profiles in Philosophy

A detailed exposition and evaluation of the views of Friedrich Nietzsche. Readings from both primary and secondary sources.

Prerequisite: One course in Philosophy or consent of instructor.
1 term – 3 semester hours.
Normally offered every third year.

PHIL 514 – Advanced Topics in Philosophy

Students with sufficient background in philosophy and a special interest in areas of philosophy which cannot be covered in regularly offered courses will be guided by senior members of the Department.

Prerequisite: Consent of instructor.
1 term – 3 semester hours.
Normally offered every year.

PHIL 515 – Directed Studies in Philosophy

A member of the Department of Philosophy will hold conference hours with advanced students who have a special interest and will direct their reading in areas of philosophical research which may be of interest to them.

Prerequisite: Consent of instructor.
1 term – 3 semester hours.
Normally offered every year.

PHYSICAL EDUCATION

No major available.

Department of Physical Education

Assistant Professor: Nelson (Director and Chairperson)

Athletics (Varsity) – S.U. sponsors intercollegiate teams in Baseball, Basketball, Cross-Country, Ice Hockey, and Tennis for men, and Basketball, Cross-Country, Softball, Tennis, and Volleyball for women. Open sports are sponsored in Golf and Soccer. The University is a member of the National Collegiate Athletic Association, the Eastern College Athletic Conference and the Great Northeast Athletic Conference.

Athletics (Intramurals) – Intramural sports are offered for both men and women at Suffolk University. Included in the program are Basketball and Volleyball. The University welcomes the student population to the Fitness Center (Ridgeway 210) for cardiovascular and weight training exercise activities. Aerobics and yoga classes are offered throughout the academic year.

Physical Education Courses

PED 133 – Theory and Practice of Athletics

Theory and practice of Football and Soccer, rules and history. Olympic history, ancient and modern.

1 term – 3 semester hours.

Normally offered every year.

PED 134 – Theory and Practice of Athletics

Theory and practice of Baseball, Basketball, and Marathon rules and history.

1 term – 3 semester hours.

Normally offered every year.

PED 535 – Directed Studies in Physical Education

A member of the Department of Physical Education will hold conference hours with advanced students who have special interest and will direct their reading in areas of physical education and sport research which may be of interest to them.

Instructor's permission required.

1 term – 3 semester hours.

Normally offered every year.

PHYSICS

Department of Physics

Professors: Johnson (Chairman), Feldman

Associate Professor: Demir

Assistant Professor: Naderi

Head of Laboratories: Rodin

Part-Time Professors: Beatty, Berera, Bingham, Bruce, Cerrato, Dasgupta, Du, Efroimskiy, Eskin, Fernandez (Madrid), Georgiev, Giardino, Lombardo, Marcos (Madrid), Mohazzab, Moodera, Naderi, Narayana, Pope, Radojev, Sopova, Tinker, Vasilkoski

Staff Assistant: Kate Hutchinson

The Physics Department offers several programs leading to a B.S. degree:

Physics

Medical Biophysics

Radiation Biology

Environmental Engineering

Mission

The department will provide to its students an excellent undergraduate education suitable for entering graduate school or the job market.

Goals

To respond to this mission, the department has formulated the following goals:

- **Programs:** The department will offer its students an appropriate selection of majors which have graduate degrees available in schools across the country and which have a variety of job possibilities upon completion of the baccalaureate degree.
- **Faculty:** The department will provide a faculty with a variety of backgrounds and skills to serve a diverse student body and support the major program offerings.
- **Research opportunities:** The faculty will engage in research and encourage students with good academic records to participate in joint faculty/student research projects.

Capable students are encouraged to participate in any of several research projects during their Junior and Senior years. Students may choose energy research at the Francis A. Sagan Laboratory on the Boston campus, in addition to work at the University's Friedman Field Station near Cobscook Bay in Maine. They may also work with research faculty on campus in hydrogen fuel cell applications, hydrogen detection, hydrogen production from wind power and photovoltaics, and storage in metal hydride containers. Other projects involve robotics, neural networks, x-ray fluorescence, palladium structure and ellipsometry, wireless signal transmission and remote monitoring, and distance education applications.

Majors are encouraged to participate in the students' club, the Society of Physics Students, which has been successful in obtaining research grants to support student research. Physics majors take part in field trips to the university's research station in Maine and also attend the spring meeting of the New England American Physical Society where students may present papers based on their research work.

Particular courses must be selected in order to fulfill (1) general requirements for all undergraduates in the College of Arts and Sciences, (2) core requirements of the major, (3) complementary requirements selected by the Physics Department, and (4) free electives.

A transfer student must see the Chairperson of the Department to determine which courses may be accepted for credit toward requirements of the Physics major. A minimum of 16 hours of the core requirements must be taken at Suffolk University.

Requirements for a Major in Physics

| Core Requirements | 40 Hours |
|---|-----------------|
| University Physics I, II..... | 6 |
| University Physics Lab I, II | 2 |
| Classical Mechanics I, II | 6 |
| Electricity and Magnetism I, II | 6 |
| Modern Physics I, II | 6 |
| Mathematical Methods of Physics I, II | 6 |
| Quantum Mechanics I, II | 6 |
| Advanced Lab | 2 |
| Complimentary Requirements | 41 Hours |
| General Chemistry I, II | 6 |
| General Chemistry Lab I, II | 2 |
| Computer Science I | 3 |
| Calculus I, II, III | 9 |
| Multivariable Calculus | 3 |
| Differential Equations | 3 |
| Electronic Engineering Elective | 3 |
| Microprocessors | 4 |
| Math/Basic Science Electives | 6 |
| Scientific Writing | 2 |

Requirements for Initial Licensure in Secondary School Teaching with a Major in Physics

In addition to the courses shown for the major in Physics, there are 24 credits required for initial licensure for secondary education in Massachusetts.

| | | |
|---------|---------------------------------------|-----------|
| EHS 500 | Foundations of Education | 3 credits |
| EHS 502 | Educational Psychology | 3 credits |
| EHS 503 | Schooling and Social Inequality | 3 credits |
| EHS 508 | Skills for Secondary Teachers | 3 credits |
| EHS 512 | Secondary Curriculum Pedagogy | 3 credits |
| EHS 514 | Methods and Models of Teaching | 3 credits |
| EHS 516 | Practicum | 6 credits |

The student must also earn a passing score on the communication and literacy test and on the Physics knowledge portion of the Massachusetts Test for Educator Licensure.

Because of these additional requirements, this program will require more than the usual 4 years of full-time study.

Requirements for a Minor in Physics

Students may elect a minor program in Physics by completing a total of 18 hours in the Department. The suggested course sequence is as follows:

| | |
|--|---------|
| University Physics I, II | 6 hours |
| University Physics Lab I, II | 2 hours |
| Digital Electronics or Circuit Theory and Circuit Theory Laboratory | 4 hours |
| Classical Mechanics | 3 hours |
| Modern Physics | 3 hours |

Most of these courses have substantial mathematics prerequisites (Calculus I, II, III, Multivariable Calculus and Differential Equations), so that it would not be possible for a non-science major to minor in Physics.

Bachelor of Science in Physics*

(Suggested Course Sequence)

| Freshman Year | Semester Hours |
|---|----------------|
| University Physics I, II and Laboratories | 8 |
| Computer Science I | 3 |
| Freshman English I, II | 6 |
| Calculus I, II | 6 |
| Freshman Integrated Studies | 6 |
| *Social Science I | 3 |
| | 32 |

| Sophomore Year | Semester Hours |
|--|----------------|
| Electronics Elective | 3 |
| *Social Science Option II | 3 |
| Calculus III | 3 |
| Multivariable Calculus | 3 |
| Ethics | 3 |
| General Chemistry I, II and Laboratories | 8 |
| Science and Technology Today | 3 |
| Math/Science elective | 3 |
| | 29 |

| Junior Year | Semester Hours |
|---------------------------------------|----------------|
| Classical Mechanics I, II | 6 |
| English Sequence III, IV | 6 |
| Ordinary Differential Equations | 3 |
| Speech | 3 |
| Microprocessors | 4 |
| *Humanities Option I | 3 |
| Math Methods of Physics I, II | 6 |
| | 31 |

| Senior Year | Semester Hours |
|---------------------------------------|----------------|
| Electricity and Magnetism I, II | 6 |
| *Social Science Option III | 3 |
| Modern Physics I, II | 6 |
| *Humanities Option II, III | 6 |
| Advanced Lab | 2 |
| Quantum Mechanics I, II | 6 |
| Scientific Writing | 2 |
| | 31 |

*The University Cultural Diversity requirement consists of six credit hours to be selected from an approved course list. Some of these may be counted toward the Humanities and/or Social Science requirement. Consultation with the academic advisor is important.

International Education Opportunities in Marseille and Moscow

Students majoring in Physics have the opportunity to go to France or Russia in their senior year and take courses or do research which will count toward their graduation requirements. The Physics Department has an educational collaboration agreement with the Ecole Nationale de Supérieure de Physique de Marseille (ENSPM) in France and also with the Institute of Engineering and Electronics in Moscow. Research projects in both Marseille and Moscow are conducted with English speaking scientists. Courses offered at ENSPM, however, are all in French. Interested students should discuss their plans with the chairman to plan for the necessary language and cultural preparation.

Honors Program

The honors program is designed to challenge the most academically capable students. It will also automatically provide these students with additional preparation for standardized examinations required for graduate school and board certification.

Requirements

To graduate with honors in the department, the student must enroll not sooner than the beginning of the sophomore year, with permission of the departmental honors committee, and must meet the following requirements:

1. The student must maintain a minimum 3.4 grade point average in the mathematics and science requirements required for the major and must also complete at least 15 of these credits at Suffolk University.
2. The student must, at the end of each semester, successfully complete a competency exam administered by the department. The examination covers all technical courses required for the major, taken by the student up to and including that semester. The test consists of problems selected from all of the main topics in each course. A three person honors committee will assist students in preparing for the examination. The examination may be taken as often as necessary and acceptable performance will be judged by the honors committee.
3. At the end of the senior year, the student must pass an oral examination administered by the honors committee.

Grade Point Requirements

To graduate from Suffolk University with a Bachelor's degree in majors offered by the Physics Department, a student must have a minimum cumulative grade point average of 2.25 in all Physics and related science core requirements.

Medical Sciences

Two majors are available: Medical Biophysics and Radiation Biology. These programs are joint collaborations between the Suffolk University Physics Department, Biology Department, and Massachusetts General Hospital's Department of Radiation Oncology. The core requirements, suggested course sequences, and course descriptions are shown in the section of this catalog entitled Medical Sciences.

Sigma Pi Sigma

The Suffolk University Chapter of the National Society of Physics Students and criteria for Sigma Pi Sigma, were established in 1979. Election to Sigma Pi Sigma membership is conducted by the active Sigma Pi Sigma members. To be eligible, a student does not have to be a physics major but must rank in the upper 20% of his/her class, have a minimum cumulative grade point average of 3.0 and a physics grade point average of 3.3.

Physics Courses**PHYS 111 – College Physics I**

Introduction to the fundamental principles of physics. Study of vectors, Newton's laws, rotations, rigid body statics and dynamics, simple harmonic motion, heat and thermodynamics, kinetic theory.

Prerequisite: Background in trigonometry.

1 term – 3 semester hours.

PHYS L111 – College Physics I Laboratory

Experiments to illustrate the physical concepts studied in PHYS 111. Error propagation, laboratory notebooks, and formal reports required.

Prerequisite: PHYS 111 (concurrent).

1 term – 1 semester hour.

PHYS 112 – College Physics II

Continuation of the fundamental principles of physics. Study of electric forces and fields, electric potential, D.C. circuits, electromagnetic induction, magnetic fields, A.C. circuits, introduction to optics, introduction to atomic, nuclear, and particle physics.

Prerequisite: PHYS 111.

1 term – 3 semester hours.

PHYS L112 – College Physics II Laboratory

Experiments to illustrate the physical concepts studied in PHYS 112. Error propagation, laboratory notebooks, and formal reports required.

Prerequisite: PHYS 112 (concurrent).

1 term – 1 semester hour.

PHYS 151 – University Physics I

The topics of PHYS 111 are covered using calculus. Students should have had at least one semester of calculus and be concurrently taking Calculus II.

1 term – 3 semester hours.

PHYS L151 – University Physics I Laboratory

Experiments to illustrate the physical concepts studied in PHYS 151. Calculus based error propagation, laboratory notebooks, and formal reports required.

Prerequisite: Calculus I, PHYS 151 (concurrent).

1 term – 1 semester hour.

PHYS 152 – University Physics II

The topics of PHYS 112 are covered using calculus.

Prerequisite: Calculus II, PHYS 151.

1 term – 3 semester hours.

PHYS L152 – University Physics II Laboratory

Experiments to illustrate the physical concepts studied in PHYS 152. Calculus based error propagation, laboratory notebooks, and formal reports required.

Prerequisite: Calculus II, PHYS 152 (concurrent).

1 term – 1 semester hour.

PHYS 201 – Special Topics in Physics

Subjects of current interest are treated at a mathematical level to be specified by the instructor. Enrollment with consent of instructor.

1 term – 2 semester hours.

Normally offered alternate years.

PHYS 211 – Wave Motion, Sound and Optics

Modes of oscillations in systems, traveling waves in homogeneous media, standing waves, superposition of harmonic waves. Emission and absorption of waves, polarization, interference and diffraction phenomena.

Prerequisites: PHYS 152, MATH 262.

1 term – 3 semester hours.

Normally offered alternate years.

PHYS 221 – Heat and Thermodynamics

Temperature, thermodynamic systems, work and the laws of thermodynamics, reversibility, irreversibility, entropy, thermodynamic state function, and applications to special systems.

Prerequisites: PHYS 152, MATH 262.

1 term – 3 semester hours.

Normally offered alternate years.

PHYS 222 – Kinetic Theory of Gases

Elements of gas kinetic theory and the distribution law for molecular velocities, distributive averages, mean free path, collisions and scattering, transport properties, equations of state, fluctuations.

Prerequisite: PHYS 221.

1 term – 3 semester hours.

Normally offered alternate years.

PHYS 321 – Solid State Physics

Properties of solids. X-ray diffraction and crystal structure. Magnetic properties and binding energy in solids, elastic waves in discrete lattices, temperature dependence of the physical properties of solids, and the free electron theory of metals.

Prerequisite: PHYS 211.

1 term – 3 semester hours.

Normally offered alternate years.

PHYS 331-332 – Mathematical Methods of Physics

Applications of mathematical methods to problems in physics, infinite series, complex numbers, determinants, matrices, partial differentiation and multiple integrals, vector analysis, fourier series, and differential equations. Calculus of variations, functions of complex variable, integral transforms, and probability.

Prerequisites: PHYS 152, MATH 162.

2 terms – 6 semester hours.

Normally offered alternate years.

PHYS 361-362 – Classical Mechanics

An introduction to the elements of classical mechanics. Newtonian mechanics, motion and force, frames of reference, momentum and energy, conservation relations, linear oscillations, central forces, orbits, angular momentum, rotating bodies, Hamilton's principles and Lagrange's equations.

Prerequisites: PHYS 152, and MATH 373 which may be taken concurrently.

2 terms – 6 semester hours.

Normally offered alternate years.

PHYS 451-452 – Modern Physics

Atoms and elementary particles, atomic, molecular and nuclear systems. Quantum states and probability amplitude, wave mechanics, and thermal properties of matter. Atomic spectra and structure, and molecular systems. Nuclear reactions, alpha and beta decay, and high energy physics.

Prerequisites: PHYS 361, 362.

2 terms – 6 semester hours.

Normally offered alternate years.

PHYS 455 – Advanced Laboratory

Classical and modern experiments in physics; Experiments may include Millikan Oil Drop, Frank Hertz experiment, Zeeman effect, Mossbauer experiment, nuclear spectroscopy, nuclear magnetic resonance, electron spin resonance, and laser diffraction.

Prerequisites: PHYS 451, 452 or equivalent.

1 term – 2 semester hours.

Normally offered alternate years.

PHYS 461-462 – Quantum Mechanics

Non-relativistic study of particle systems, wave mechanical treatment, development of the concepts of observables, state vectors, operators and matrix representations. Hilbert space, angular momenta, coupling, symmetries, scattering, and perturbation theory. Harmonic oscillator and Hydrogen atom.

Prerequisites: PHYS 361, 362.

2 terms – 6 semester hours.

Normally offered alternate years.

PHYS 471-472 – Electricity and Magnetism

Electrostatic field energy, methods for solution of boundary value problems. The magnetostatic field and magnetic circuits. Electromagnetic Field energy, plane waves, wave guides and cavity resonators. Interaction of charged particles with electromagnetic fields.

Prerequisites: PHYS 361, 362.

2 terms – 6 semester hours.

Normally offered alternate years.

PHYS 491 – Honors Seminar

Weekly discussions on technical topics covered in the curriculum which have presented difficulty to students in the honors program.

Prerequisite: Permission of instructor.

1 semester hour.

Offered yearly.

PHYS 513 – Advanced Studies in Physics

Directed reading, lectures, seminar and research in selected areas of special interest.

Prerequisite: Permission of instructor.

1 term – 3 semester hours.

Offered yearly.

PSYCHOLOGICAL SERVICES

No major available.

Professor: Garni (Chairperson), Korn

Associate Professor: Busse

Assistant Professor: Field, Jackson

Psychological Services Courses

PS 506 – Leadership Skills for a Diverse Society

An opportunity to learn about and practice leadership skills applicable to small groups and organizations which are diverse and complex. Primary goal is personal effectiveness regarding: communication skills, motivation, problem-solving, and conflict resolution. Attention is paid to racist, sexist, and discriminatory attitudes and behaviors. Format includes lecture, discussion, role-playing, video-feedback, and program design.

Instructor's consent required.

3 semester hours.

Normally offered every year. **C a**

PS 508A – Psychology of Genocide: The Nazi Holocaust and Human Behavior

This course focuses on the psychological, societal and ideological origins of anti-Semitism and genocide. The Nazi holocaust is examined with reference to the intergenerational transmission of hatred, victimization and violence. Students will gain a psychological understanding of how individuals and groups acquire power or become "marginalized" and how genocide and other atrocities can develop in a given society. Attention will also be given to decision-making, choice, responsibility, bystander behavior, identification, and obedience and how these factors impact both individual behavior and societal norms of behavior. Format includes lecture, discussion, guest speakers and site visits when possible.

Instructor's consent required.

3 semester hours.

Normally offered each year. **C b**

PS 513 – Independent Study

Academically qualified students in collaboration with a department member may design a library and field research project in psychological services. Submission of a written project proposal is required prior to enrolling.

3 semester hours.

Normally offered every term.

PSYCHOLOGY

Department of Psychology

Professors: Basseches, Bursik, Kaplan, Katz, Webb (Chairperson)

Associate Professors: Harkins, Sandberg, Wells

Assistant Professors: Bybee, Gansler, LoCicero, Moes, Ray, Recklitis

Lecturers: DeJianne, Gabriel, Korn

A major in psychology may be taken under either the B.A. or B.S. degree.

The 11 psychology courses required for the major are of three types: (1) core requirements (seven courses); (2) concentration requirements (three courses); and (3) psychology electives (at least one course).

Following course work in the traditional areas of the field (research methods and experimental psychology), three subject area concentrations are offered to provide students with the opportunity to follow their own particular interests within the field: Developmental; Personality; and Social. Students must complete three prescribed courses in whichever concentration they elect (see specific requirements below).

A number of minor programs are relevant to the study of psychology. Students majoring in psychology may select a minor (six prescribed courses in another field), according to their interests in consultation with their faculty advisor.

The Department co-sponsors a Psychology-Sociology Club with the Sociology Department and a chapter of Psi Chi, the national honor society in psychology. Specific information is available in the Department office.

PSYCH 114, *General Psychology*, is a prerequisite for most Psychology courses (see individual course descriptions for this information). Laboratories are designated "L."

Honors Program in Psychology

A limited number of junior psychology majors who demonstrate a high degree of interest in psychology, as well as the ability to think creatively and work independently, may be invited to participate in the Department's Honors Program, provided that they meet the following requirements: (1) achievement of at least a 3.4 grade point average in psychology courses taken; and (2) completion of PSYCH 215/L215 and PSYCH 216/L216 by the end of the junior year.

Participants in the Psychology Honors Program must enroll in two honors courses during their senior year: PSYCH 575 – *Honors Thesis I* (Fall Semester) and PSYCH 576 – *Honors Thesis II* (Spring Semester). Honors students are required to design, conduct, complete a written report of, and orally present an empirical research project or a scholarly research paper that will be read and either accepted or rejected for "honors" designation by a Departmental Honors Committee. Participants in the Honors Program may take PSYCH 575 and PSYCH 576 either in addition to or in lieu of PSYCH 408, *Senior Seminar*.

Psi Chi-National Psychology Honor Society

The Suffolk University Chapter of Psi Chi, the national honor society in psychology, was chartered on April 28, 1978. Psi Chi is a member of the American Association of College Honor Societies. Criteria for membership include: (1) junior or senior class status; (2) academic standing in the upper 25th percentile of the class and a minimum 3.0 grade point average; (3) completion of at least five courses in psychology at Suffolk University; and (4) attainment of at least a 3.3 grade point average in all courses in psychology.

Minor in Psychology

The requirements for the minor in Psychology can be met by completing 18 hours of courses as follows:

1. PSYCH 114 – General Psychology (3 hours)
2. Any five courses (15 hours) with:
 - (a) only one of these five having the first two digits of "10" (e.g., PSYCH 109); and
 - (b) at least one of the five numbered 300 or above.

For additional information and/or to register as a minor in Psychology, students should consult the Department Chairperson.

Curricula in Psychology

The requirements for the psychology major for each of the three concentration areas are described below. Please note the following code: the first digit of a course indicates for which year the course is recommended (1 = freshman; 2 = sophomore; 3 = junior; 4 = senior). Five-level courses are upper-level courses that require permission of the instructor. Please note that this coding system is provided only as a rough guideline.

Concentration in Developmental Psychology

The concentration in Developmental Psychology is designed for students who are interested in graduate study in psychology or education, or in working with adequately functioning individuals in a particular age group – infants, children, adolescents, adults, or the elderly. Students selecting the concentration in Developmental Psychology must take the courses listed below.

| Core Requirements | Semester Hours |
|--|----------------|
| PSYCH 114 General Psychology | 3 |
| PSYCH 215/L215 Statistics (with Lab)..... | 4 |
| PSYCH 216/L216 Research Methods and Experimental Design (with Lab)..... | 4 |
| Two courses from the traditional content area of experimental psychology: | |
| PSYCH 311, 312, 313, 314, 316 | 6 |
| PSYCH 408 Senior Seminar: History and Systems of Psychology | 3 |
| One course from the applied area of psychology: | |
| PSYCH 321, 344, 346, 350 | 4 |
| TOTAL | 24 |

Concentration Courses

| Requirements | Semester Hours |
|--|----------------|
| PSYCH 233 Child Development | 3 |
| Students must take two of the six courses listed below. One course must be at least 300 level or above. | |
| PSYCH 236 Psychology of the Family | 3 |
| PSYCH 332 Infant Development | 3 |
| PSYCH 333 Adult Development and Aging | 3 |
| PSYCH 334 Adolescent Development..... | 3 |
| PSYCH 336 Developmental Psychopathology..... | 3 |
| PSYCH 431 Advanced Topics in Developmental Psychology..... | 3 |
| TOTAL | 9 |

Major Electives

Students must take at least one major elective course.

| | Semester Hours |
|---------------------------------|----------------|
| Psychology elective course..... | 3 |
| TOTAL | 3 |
| OVERALL TOTAL..... | 36 |

Concentration in Personality Psychology

The concentration in Personality Psychology is designed for students who are considering a human services-oriented career or graduate study in psychology, counseling, school psychology, or psychiatric social work. Students selecting the concentration in Personality Psychology must take the courses listed below.

| Core Requirements | Semester Hours |
|--|----------------|
| PSYCH 114 General Psychology | 3 |
| PSYCH 215/L215 Statistics (with Lab)..... | 4 |
| PSYCH 216/L216 Research Methods and Experimental Design (with Lab)..... | 4 |
| Two courses from the traditional content area of experimental psychology: | |
| PSYCH 311, 312, 313, 314, 316 | 6 |
| PSYCH 408 Senior Seminar: History and Systems of Psychology | 3 |
| One course from the applied area of psychology: | |
| PSYCH 321, 344, 346, 350 | 4 |
| TOTAL | 24 |

Concentration Courses

| Requirements | Semester Hours |
|---|----------------|
| PSYCH 226 Theories of Personality | 3 |

Students must take two of the six courses listed below. One course must be at least 300 level or above.

| | |
|---|----------|
| PSYCH 227 Psychology of Motivation | 3 |
| PSYCH 323 Psychology of Trauma | 3 |
| PSYCH 324 Psychology of Identity and the Self | 3 |
| PSYCH 325 Health Psychology | 3 |
| PSYCH 326 Abnormal Psychology | 3 |
| PSYCH 421 Advanced Topics in Personality Psychology | 3 |
| TOTAL | 9 |

Major Electives

Students must take at least one major elective course.

| | Semester Hours |
|----------------------------------|----------------|
| Psychology elective course | 3 |
| TOTAL | 3 |
| OVERALL TOTAL | 36 |

Concentration in Social-Organizational Psychology

The concentration in Social-Organizational Psychology is designed for students who are interested most generally in working with others in groups. This might include careers in psychology, industry, business and/or in any field with a focus on group dynamics and interaction. Students selecting the concentration in Social-Organizational Psychology must take the courses listed below.

| Core Requirements | Semester Hours |
|--|----------------|
| PSYCH 114 General Psychology | 3 |
| PSYCH 215/L215 Statistics (with Lab) | 4 |
| PSYCH 216/L216 Research Methods and Experimental Design (with Lab) | 4 |

Two courses from the traditional content area of experimental psychology:

| | |
|-------------------------------------|---|
| PSYCH 311, 312, 313, 314, 316 | 6 |
|-------------------------------------|---|

| | |
|---|---|
| PSYCH 408 Senior Seminar: History and Systems of Psychology | 3 |
|---|---|

One course from the applied area of psychology:

| | |
|--------------------------------|-----------|
| PSYCH 321, 344, 346, 350 | 4 |
| TOTAL | 24 |

Concentration Courses

| Requirements | Semester Hours |
|-----------------------------------|----------------|
| PSYCH 241 Social Psychology | 3 |

Students must take two of the six courses listed below. One course must be at least 300 level or above.

| | |
|---|----------|
| PSYCH 243 Industrial-Organizational Psychology | 3 |
| PSYCH 245 Consumer Psychology | 3 |
| PSYCH 341 Sociocultural Perspectives on Behavior and Experience | 3 |
| PSYCH 345 Teambuilding and Challenges in the Workplace | 3 |
| PSYCH 347 Cyberpsychology | 3 |
| PSYCH 441 Advanced Topics in Social-Organizational Psychology | 3 |
| TOTAL | 9 |

Major Electives

Students must take at least one major elective course.

| | Semester Hours |
|----------------------------------|----------------|
| Psychology elective course | 3 |
| TOTAL | 3 |
| OVERALL TOTAL | 36 |

Note: Students who plan to apply for graduate study in psychology (not social work or counselor education) should arrange their schedules so as to have completed PSYCH 215/L215 and PSYCH 216/L216 by the end of the first semester of their senior year in order for their applications to be considered by prospective graduate schools. Students who plan to apply for graduate study in psychology must also usually take the Graduate Record Examination, GRE (Verbal, Quantitative, and Advanced Test in Psychology sections) and the Miller Analogies Test (MAT) by December of their senior year. Students preparing for the GRE will find their two courses in experimental psychology (PSYCH 311 THROUGH PSYCH 316 INCLUSIVE) and PSYCH 408 to be useful. Students who are interested in graduate study (in psychology, social work, counselor education, law, or business) should inform their advisors of this fact as early as possible.

Five Year Combined Bachelor's and Master's Degree Program

The Department of Psychology has made arrangements for qualified undergraduates – including transfer students – to apply for admission to a fifth year of study leading to the master's degree through Suffolk University's Department of Education and Human Services (EHS). The advantage to this course of action is to complete the post B.A. or B.S. 36 credit program in 30 credits.

The student maintains a 3.0 cumulative grade point average through his/her senior year when he/she applies for admission to one of the three master's programs offered by the Department of Education and Human Services.

The student takes either the Miller Analogies Test (MAT) or the Graduate Record Examination (GRE) in his/her senior year. Admission to the EHS master's program is contingent upon appropriate maturity, academic performance, and commitment.

The senior year will include appropriate undergraduate courses which may be used to fulfill graduate course load obligations. Students may waive the corresponding graduate courses upon successful completion of two courses offered through the Department of Psychology: PSYCH 216/L216, Research Methods and Experimental Design (with Lab); and PSYCH 321, Introduction to Counseling Skills. Students are encouraged to discuss the specific mechanisms for waiving courses with their graduate advisor. In addition, students are encouraged to discuss with their advisors the appropriateness of enrolling in PSYCH 350, Practicum in Psychology, during their undergraduate years.

The 30 credits of graduate work, including the practicum, will complete all of the requirements for the Master's degree.

For more specific information, consult the Department of Education and Human Services.

Psychology Courses

PSYCH 106 – Human Sexuality

An introduction to the field of human sexuality across the life span. Topics include: sexual anatomy and physiology, sexual development, typical and atypical sexual behavior, sexual dysfunctions, current research on human sexuality, and relationship issues as they relate to sexuality and intimacy. Appropriate for students in any major.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 107 – Psychology through Fiction

An introduction to the human (vs. natural) science side of psychology and to basic psychological concepts (relevant to individual, group, and family dynamics) through the reading of fiction. Selections will include works of contemporary authors such as David Leavitt, Doris Lessing, Ann Tyler, and Judith Rosner. The course is intended as a writing intensive one in which students will be required to write several short papers. Appropriate for students in any major.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 109 – Popular Topics in Psychology

Variable content (consult schedule). Explores popular issues in psychology such as psychology and the media, psychology of love and intimacy, parapsychology, psychology of arms negotiation, etc.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 114 – General Psychology

Surveys the concepts and representative findings in the major sub-fields of psychology: history and systems; physiology; perception; thinking; emotion; learning; motivation; development; personality; psychopathology; psychotherapy; and social behavior. Required for psychology majors.

1 term – 3 semester hours.

Normally offered every semester.

PSYCH 215 – Statistics

Introduces the use of statistics as tools for description and decision-making, including hypothesis testing. Prepares students for the analysis, interpretation, and evaluation of psychological research. Concurrent enrollment in PSYCH L215 required. Required for psychology majors; should be taken by junior year.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered every semester.

PSYCH L215 – Laboratory: Statistics

Problems assigned in the laboratory are related to the particular statistics being considered in class. The use of computers for conducting statistical analyses will be a particular focus. Concurrent enrollment in PSYCH 215 required.

1 term – 1 semester hour.

Normally offered every semester.

PSYCH 216 – Research Methods and Experimental Design

Introduces the various research methods employed in psychology, including the case history, clinical, experimental, naturalistic observational, and phenomenological methods. Emphasis will be on the experimental method and principles of experimental design. Concurrent enrollment in PSYCH L216 required. Required for psychology majors; should be taken by junior year.

Prerequisites: PSYCH 114 and PSYCH 215/L215.

1 term – 3 semester hours.

Normally offered every semester.

PSYCH L216 – Laboratory: Research Methods and Experimental Design

Experiments and demonstrations to illustrate the methods and phenomena introduced in the lecture portion of the course. Computer applications of psychology research are taught. Concurrent enrollment in PSYCH 216 required.

Prerequisites: PSYCH 114 and PSYCH 215/L215.

1 term – 1 semester hour.

Normally offered every semester.

PSYCH 226 – Theories of Personality

Surveys the major theoretical approaches to personality including representative theorists from the psychoanalytic, trait, cognitive, behavioral, and humanistic perspectives. Topics include personal dynamics, personality development, and the study of individual differences.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered every semester.

PSYCH 227 – Psychology of Motivation

Compares major theories of human motivation, including those from biological, psychodynamic, and cognitive approaches. Examines contemporary empirical research on motives such as achievement, intimacy, and power.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 233 – Child Development

Examines physical, cognitive, emotional, and social development in the child. Surveys major theoretical approaches including Freudian, Eriksonian, behavioral, and Piagetian. Major focus is on normal development.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered every semester.

PSYCH 236 – Psychology of the Family

Focuses on the various forms and structures of families and family life over time and across cultures, with emphasis on the psychological impact of such forms. The complex relationship among individual psychology, family relationships, and the larger social context is addressed. Topics include marriage, parenting, and divorce.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 237 – Psychology of Women

Examines women's psychological development and experience across the life span. Explores how gender role socialization affects interpersonal relations, work experiences, and psychological adjustment. Additional topics include role combination, sexual harassment, and violence against women.

1 term – 3 semester hours.

Normally offered yearly. **C a**

PSYCH 238 – Psychology of Men

Examines the male experience with respect to social expectations and demands (male gender role) and the more private level of male experience (masculine gender identity). Topics include: biological, psychological, and sociocultural determinants of male experience; historical treatment of masculinity; becoming a man; men's relationships; and fatherhood.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 239 – Psychology of Africans Throughout the Diaspora

Critically reviews historical and traditional approaches to the psychological study of blacks and focuses on the themes, models, and research currently being conducted by psychologists that attempt to redefine the black experience. Also examines the history of racism in the social sciences.

1 term – 3 semester hours.

Normally offered every third year.

PSYCH 241 – Social Psychology

Studies the social determinants of the behavior of individuals in relation to groups and surveys current findings in such major content areas as attribution, prejudice, conformity, obedience, social cognition, interpersonal attraction, altruism, and aggression.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered every semester.

PSYCH 243 – Industrial-Organizational Psychology

Focuses on a variety of aspects of the psychology of the workplace, including employee selection and performance, workforce diversity, job training, and employee well-being. Interpersonal patterns, team functioning, stress, and hardiness are also addressed.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 245 – Consumer Psychology

Investigates the perceptual and motivational bases of consumer decision making in relation to advertising, packaging, brand loyalty, and other marketing considerations. Prior familiarity with psychological principles helpful but not essential.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 301B – Research on Cognitive Development Across the Life Span

Students participate in an ongoing research program in collaboration with the instructor in the area of cognitive development. Individual projects may focus on one or more age groups, ranging from infancy through old age. Permission of the instructor is required.

- 1 term – variable (1-4) semester hours.
- Normally offered every semester.
- Not to be taken for more than 6 credits.

PSYCH 301C – Research on Consumer Psychology

Students participate in ongoing research in collaboration with the instructor on problem areas in Consumer Psychology. Selected areas include: subliminal effects, awareness, and classical conditioning as they are applied to advertising techniques. Permission of the instructor is required.

- 1 term – variable (1-4) semester hours.
- Normally offered every semester.
- Not to be taken for more than 6 credits.

PSYCH 301D – Research on Multicultural Processes

Students participate in ongoing research in collaboration with the instructor on problem areas concerned with multicultural processes in psychology. Of particular interest is the adaptation of college students (of different ethnicities and of different language backgrounds) to the Suffolk University environment. Students are also encouraged to suggest their own research problems that may be of mutual interest to the instructor. Permission of the instructor is required.

- 1 term – variable (1-4) semester hours.
- Normally offered every semester.
- Not to be taken for more than 6 credits.

PSYCH 301E – Research on Gender Role Development

Students participate in an ongoing research program in collaboration with the instructor. Of particular interest are the personality correlates of gender roles, including self-esteem, locus of control, depression, and anxiety. Individual projects may assess the influence of gender role on social cognition and behavior. Limited to 1-2 students. Permission of the instructor is required.

- 1 term – variable (1-4) semester hours.
- Normally offered every semester.
- Not to be taken for more than 6 credits.

PSYCH 301F – Research on Neuropsychology

Students participate in ongoing research on various neuropsychological topics. In collaboration with the instructor, students may be involved in administering, scoring, and statistical analyses for standardization of an assessment as well as error analyses of tests already standardized. Permission of the instructor is required.

- 1 term – variable (1-4) semester hours.
- Normally offered every semester.
- Not to be taken for more than 6 credits.

PSYCH 301H – Research on Sexual Attitudes and Behavior

Students participate in an ongoing research program on sexual attitudes and behavior. Selected areas of interest include: relations between sexual attitudes and behavior; AIDS awareness and safe sex behavior; cultural differences in sexual attitudes; and sexual violence. Permission of the instructor is required.

- 1 term – variable (1-4) semester hours.
- Normally offered every semester.
- Not to be taken for more than 6 credits.

PSYCH 301I – Research on Media Influences on Behavior and Experience

Students participate in ongoing research in collaboration with the instructor on problem areas relevant to media influences on behavior and experience. Possible topics include: relations between the media and exaggerated eating behaviors; media portrayal of urban youths and appropriate role models; and effects of the media on self-esteem and cultural identity. Permission of the instructor is required.

- 1 term – variable (1-4) semester hours.
- Normally offered every semester.
- Not to be taken for more than 6 credits.

PSYCH 301J – Research on Empathy and Conflict Resolution

Students participate in all phases of community action research that seeks to reduce violence, teach conflict resolution and promote empathy. This research will involve working with both preschoolers and K-2 children in day care and other early education settings.

- 1 term – variable (1-4) semester hours.
- Normally offered every semester.
- Not to be taken for more than 6 credits.

PSYCH 301K – Research on Ego Development

Students participate in ongoing research on ego development and related aspects of personality development. Possible topics for specialized study include the measurement of ego development using projective tests, the relation of ego level to other personality traits, and the unconscious correlates of ego level as manifested in dreams. Permission of the instructor is required.

- 1 term – variable (1-4) semester hours.
- Not to be taken for more than 6 credits.

PSYCH 301L – Research on Psychotherapy and Human Development Over the Life Span

Students participate in research on processes of psychotherapy and human development, and on the interaction of psychotherapeutic and developmental processes. Selected areas of interest include: how developmental models help us to explain successful and unsuccessful experiences in psychotherapy; what roles psychotherapy plays in addressing developmental issues of different periods of the lifespan; how aspects of the therapist's development affect the nature of psychotherapy processes; and what expertise in psychotherapy is and how it develops. Permission of the instructor is required.

- 1 term – variable (1-4) semester hours.
- Normally offered every semester.
- Not to be taken for more than 6 credits.

PSYCH 301M – Research on the Psychology of Sports

Students participate in ongoing research on psychological correlates of being a sports fan. Correlates include gender role, value orientations and family environment. Students are also encouraged to suggest their own research problems that may be of mutual interest to the instructor. Permission of the instructor is required.

1 term – variable (1-4) semester hours.

Normally offered every semester.

Not to be taken for more than 6 credits.

PSYCH 301N – Psychological Adjustment of Sojourners

Students participate in ongoing research on the psychological adaptation of both short-term (e.g., international students, business people, visiting scholars) and long-term (immigrants and minority groups) sojourners in this culture. Projects will examine different dimensions of the acculturation process. Possible topics include: relations between acculturative stress and adjustment pattern; influence of personal style, motivation, social support, and spirituality on psychological well-being of migrants and minority groups; and role of professional status, social network, and self-concept in adjustment of sojourners. Permission of the instructor is required.

1 term – variable (1-4) semester hours.

Normally offered every semester.

Not to be taken for more than 6 credits.

PSYCH 301O – Research on Eating Disorders

Students participate in ongoing research on the symptoms and etiology of anorexia nervosa, bulimia, and disordered eating behavior among diverse age and cultural groups. These projects investigate the influence of various psychological, familial, and sociocultural factors in the development of different types of eating disorders in our society. Possible topics include: relations between body image and eating disorders; cultural differences in dietary pattern and role models; gender role and body image in young girls; relations among sexual abuse, depression and eating disorders; role of competitive sports, peer pressure and media on eating disorders; and parental and personality correlates of eating disorders.

Permission of the instructor is required.

1 term – variable (1-4) semester hours.

Normally offered every semester.

Not to be taken for more than 6 credits.

PSYCH 301P – Research on Narrative Development

Students participate in designing and conducting research on processes of narrative development and related aspects of language development. Of particular interest is the examination of age, gender, mental health, social, and/or cultural variations in parent-child story telling. Individual projects may assess the above or related aspects of narrative development in young children. Permission of the instructor is required.

1 term – variable (1-4) semester hours.

Normally offered every semester.

Not to be taken for more than 6 credits.

PSYCH 301Q – Research on Emotions

Students participate in research on emotions and emotion management. Possible topics include: repression of negative affect, the relationship of guilt and shame to mental health and socio-emotional competence, and gender and age-related differences in guilt. Specific projects involve content analyses of descriptions of emotion-evoking events and methods of emotion management, library research, administration of questionnaires, data entry and coding, and participation in group discussions of new and ongoing research. Permission of the instructor is required.

1 term – variable (1-4) semester hours.

Normally offered every semester.

Not to be taken for more than 6 credits.

PSYCH 301R – Research on Cyberpsychology

Students participate in ongoing research on behavioral informatics. Topics include the psychosocial correlates of web/Internet use and mental health issues relating to application of information technology both in educational and professional fields today. Students are also encouraged to suggest new research ideas and develop their own research project in consultation and collaboration with instructor.

Permission of the instructor is required.

1 term – variable (1-4) semester hours.

Normally offered every semester.

Not to be taken for more than 6 credits.

PSYCH 311 – Sensation and Perception

Examines the process of understanding the immediate environment with particular emphasis on the visual system. Topics include: the neurophysiology of the sensory systems; the elements of psychophysics; visual perception (color, depth, motion, illusions); and the process of perceptual inference.

Prerequisite: PSYCH 114; not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 312 – Cognition

Examines theory and research on a number of human cognitive processes, including topics of attention, perception, learning, memory, language processing, problem solving, and reasoning. The field of cognition integrates knowledge from the multiple disciplines of neuropsychology, neuroscience, linguistics, and information science.

Prerequisite: PSYCH 114; not open to freshmen.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 313 – Brain and Behavior

Explores the organic basis for human and animal behavior. Topics include nervous system structure and function as well as neurological contributions to motivation, emotion, stress, and abnormal functioning.

Prerequisite: PSYCH 114; not open to freshmen.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 314 – Learning and Reinforcement

Considers the process of the storage of information including its affective coloration and the role of incentives and rewards. Topics include: principles of classical and operant conditioning; verbal and episodic learning; and traditional and contemporary theory.

Prerequisite: PSYCH 114; not open to freshmen.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 316 – Cognitive Development

Examines theory and research on the development of human cognitive processes, including topics from attention, perception, learning, memory, language processing, problem solving and reasoning. Focus is on normal cognitive development during childhood.

Prerequisite: PSYCH 114; not open to freshmen.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 317 – Psychology of Addictions

Addictive behaviors are examined with an emphasis on physiological etiology. Social, historical, and other psychological perspectives are also discussed. Populations at high risk, the consequences of addiction, and research on interventions and treatment will also be addressed.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 321 – Introduction to Counseling Skills

Explores and examines basic models of helping and provides supervised practice of helping skills. Format includes lecture, discussion, role-play, and video-feedback. Consent of the instructor is required for admission.

Prerequisite: PSYCH 114; not open to freshmen.

1 term – 4 semester hours.

Normally offered yearly.

PSYCH 323 – The Psychology of Trauma

Examines trauma from a historical, feminist, sociocultural and developmental perspective. This course will consider contemporary ways of conceptualizing, assessing, and treating psychological consequences resulting from exposure to traumatic stress. Classic and current reading materials will introduce students to leading theoretical models. Topics include war, natural disasters, child abuse, and rape.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 324 – Psychology of Identity and the Self

Focuses on the processes by which self-knowledge, self-awareness, self-conceptions, self-esteem, self-consciousness, and self-blame are developed and maintained. May also include consideration of: identity and the life story; biography, narrative, and lives; cognition and personality; cultural conceptions of self; and self psychology.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 325 – Health Psychology

Explores the ways in which psychological and behavioral factors influence health and illness. The basic theories used to understand mind/body interactions and the most common psychological interventions for medical patients will be emphasized. Topics will include psychoneuroimmunology, stress and coping, placebo effects, alternative medicines, relaxation therapy, biofeedback, and cultural influences on health beliefs and practices. Specific health problems including pain, obesity, smoking, sexually transmitted diseases, and heart disease will be examined from both individual and public health perspectives.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 326 – Abnormal Psychology

Surveys a range of abnormal behavior patterns from the anxiety disorders to the psychoses with an emphasis on understanding key symptoms. The development of various disorders and their treatment is considered from diverse theoretical perspectives and illustrated with case material.

Prerequisites: PSYCH 114 and either PSYCH 233 or 226.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 332 – Infant Development

Examines the biological, psychological, and sociocultural determinants of development in infancy. Additional topics include past and present conceptualizations of infancy as well as prenatal development.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 333 – Adult Development and Aging

Surveys theories of physical aging and examines changes with age in the body. Age-related changes in mental health, i.e., depression, eating disorders, suicidality and schizophrenia are discussed. Development of changes in personality, self-image, sexual relations, and friendships during adulthood are also reviewed. Changes during adulthood in memory, intelligence and attention are covered as are career development and retirement. Research surrounding death and dying, bereavement, Alzheimer's disease and hospice/nursing home care is also presented.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 334 – Adolescent Development

Examines the physical, cognitive, emotional, and social aspects of adolescence. Attention is given to identity, parent-adolescent relationships, values, sexuality, and career development as well as psychopathology, drug use and abuse, delinquency, and alienation.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 336 – Developmental Psychopathology

Examines the etiology and symptoms of disorders of childhood and adolescence, as well as current therapeutic approaches. Developmental changes in the incidence rate of externalizing disorders, such as conduct disorder and attention deficit disorder, and internalizing disorders, such as depression and eating disorders, are addressed. Disorders that affect both behavioral and mental functioning such as Fetal Alcohol Syndrome and autism may also be included. The role of development in the understanding and treatment of the childhood disorders is reviewed.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 341 – Sociocultural Perspectives on Behavior and Experience

Demonstrates that each culture, subculture, and gender has a unique adaptation to a set of economic, ecological, historical and cultural circumstances. Topics may include: the history of women and minorities in psychology; differences in cultural value systems; and cultural identity.

1 term – 3 semester hours.

Normally offered yearly. **C a**

PSYCH 344 – Group Dynamics

Designed to enrich students' sensitivity to and appreciation of the forces and processes in operation and the issues at stake whenever human beings gather, work, or play in groups. The course will be taught as a laboratory in which interaction among class participants will be the central focus. Students will be assisted in developing the ability to analyze group interaction by readings on group dynamics and comments on the interaction by the instructor.

Prerequisite: PSYCH 114.

1 term – 4 semester hours.

Normally offered yearly.

PSYCH 345 – Teambuilding and Challenges in the Workplace

Examines effective approaches to building and maintaining successful teams within an organizational setting. Relevant theoretical and empirical research concerning organizational, psychological, and cultural factors that impact the structure and dynamics of team building will be discussed. Topics include goal setting, communication, cohesion, leadership style, individual/ task allocation, and conflict resolution strategies. Students will be prepared to: a) identify essential components of a productive team; b) understand their role as a team member; c) propose solutions within the business environment that will ensure creative and effective teamwork; and d) analyze online communication technologies and evaluate the challenges of virtual teams.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 346 – Community Psychology

Explores the efforts of psychologists to enhance the well-being of groups and communities. Complementing clinical approaches, community approaches have implications for both theory (e.g., environmental and/or person-environment theories) and practice (e.g., prevention-oriented paradigms targeted to groups and social systems). Students will be expected to attend weekly two-hour lectures to examine key concepts within the field (e.g., competence building, empowerment) as well as to engage in at least four hours of community service per week.

Prerequisite: PSYCH 114.

1 term – 4 semester hours.

Normally offered yearly.

PSYCH 347 – Cyberpsychology

Examines the role of cybertechnology, such as web/Internet use, and its psychosocial correlates across gender, age, and culture. The course focuses on the complex and multidimensional approaches to the study of behavioral informatics. Explores theoretical and empirical research issues concerning the psychological, organizational, and cultural factors that impact on-line behavior both at home and in the workplace. Use of the Internet/web in mental health service areas will also be addressed.

Prerequisite: PSYCH 114.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 350 – Practicum in Psychology

Field work placement, including a minimum of 60 hours, with a focus on supervised direct contact with service recipients. Seminar on campus. Open to advanced students with at least 15 hours of psychology by consent of instructor.

1 term – 4 semester hours.

Normally offered yearly.

PSYCH 408 – Senior Seminar: History and Systems of Psychology

Presents in an historical context the core ideas and theoretical positions encountered by students in previous courses. Examines different systematic orientations such as structuralism, functionalism, Gestaltism, psychoanalysis, behaviorism, cognitivism, and humanism to demonstrate the extent to which each system influences contemporary American psychology.

Prerequisite: 5 courses in psychology including

PSYCH 215/L215 and PSYCH 216/L216.

1 term – 3 semester hours.

Normally offered every semester.

PSYCH 421 – Advanced Topics in Personality Psychology

Seminar course focusing on the current empirical literature in the area of personality and individual differences. Various theoretical perspectives are examined in light of their conflicting positions on a range of issues such as personality measurement and personality development. Specific topics include aggression, locus of control, gender role, and ego development.

Prerequisites: PSYCH 114 and PSYCH 226.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 423 – Psychological Testing

Examines basic issues of test construction such as scaling and response bias and key principles of testing such as reliability and validity. Selected intelligence and personality tests are discussed and demonstrated, including the WAIS-R, Bender-Gestalt, MMPI, T.A.T., and Rorschach.

Prerequisite: PSYCH 114 and PSYCH 215.

1 term – 3 semester hours.

Normally offered every third year.

PSYCH 431 – Advanced Topics in Developmental Psychology

Seminar course focusing on historical issues and current research in specific areas of psychological development including social (e.g., parent-child attachment), emotional (e.g., gender differences in shame and guilt), and cognitive (e.g., cognitive style and reading readiness).

Prerequisites: PSYCH 114 and PSYCH 233.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 441 – Advanced Topics in Social-Organizational Psychology

Seminar course focusing on selected areas in social psychological theory and research including: attitude formation and interpersonal perception; attribution theory in self-perception; and social/situational determinants of normal, everyday behavior and of anti-social behavior such as violence and criminality. Also emphasizes sociocultural issues (e.g., gender, ethnicity, sexual orientation) relevant to the topic areas.

Prerequisites: PSYCH 114 and PSYCH 241.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 575 – Honors Thesis I

Student conceives and designs an empirical research project under the guidance of a faculty member. Required of seniors in the Psychology Honors Program by consent of instructor and with approval of department chairperson.

Prerequisites: PSYCH 215/L215 and PSYCH 216/L216.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 576 – Honors Thesis II

Student conducts and describes in both written and oral form an empirical research project under the guidance of a faculty member. Required of seniors in the Psychology Honors Program by consent of instructor and with approval of department chairperson.

Prerequisites: PSYCH 215/L215 and PSYCH 216/L216.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 578 – Directed Study in Psychology

Substantive reading/research in area of special interest directed by a faculty member. Open to junior and senior majors by consent of instructor and with approval of department chairperson.

1 term – 3 semester hours.

Normally offered every semester.

RELIGIOUS STUDIES

No major available.

Director: Dr. Donna Giancola

Minor in Religious Studies

The Religious Studies Program is an interdisciplinary program designed to give students the opportunity to explore the various depths, dimensions and meanings of world religions. Religious thought and doctrines, in both western and non-western cultures, from ancient civilizations to modern times, will be presented as a vehicle for expanding the various ways in which religious ideas and practices can be understood.

The Religious Studies minor contains courses taught in a number of departments in the College of Arts and Sciences, as well as interdisciplinary field work and directed studies. Courses constituting the minor in Religious Studies are devoted to exploring the intellectual, socio-cultural and aesthetic aspects of religious beliefs and practices.

Curriculum

Requirements for a minor are satisfied by successfully completing 18 semester hours of course work in Religious Studies. For course descriptions, please refer to the appropriate department of this catalog.

| Required Core Component | 1 Course – 3 Semester Hours |
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|----------|---------------------------------|
| PHIL 260 | Philosophy of Religion |
| PHIL 310 | Phenomenology of Religion |
| RS 111 | Introduction to World Religions |
| RS 301 | Reason and Revelation |

| Designated Course Component | 5 Courses – 15 Semester Hours |
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| ENG 313 | The Bible as Literature I |
| ENG 314 | The Bible as Literature II |
| GVT 208 | Politics and Religion |
| HUM 306 | Art of the Middle Ages |
| PHIL 260 | Philosophy of Religion |
| PHIL 261 | Eastern Philosophy |
| PHIL 262 | Buddhism |
| PHIL 263 | Native American Religion |
| PHIL 265 | Women in Spirituality |
| PHIL 270 | The Yoga Sutras of Patanjali: Light of the Soul |
| PHIL 308 | Comparative Religion and Philosophy |
| PHIL 310 | Phenomenology of Religion |
| PHIL 311 | Philosophy of Nature |
| RS 243 | Spiritual Autobiography |
| SOC 226 | Sociology of Religion |

Special Topics

Some students may wish to include specialized research in their minor. They may do so by including as part of their program a “directed study” course or a “field study” project.

**See Religious Studies Committee listing for an advisor.*

Information/Advising

Students wishing to minor in Religious Studies should see the Director of the Religious Studies Program.

Religious Studies Committee

Director: Donna Giancola, *Philosophy*; Gloria Boone, *Communications and Journalism*; Mary Burke, *Government*; Eileen Feldman, *English*; Audrey Goldstein, *NESAD*; Frederick Marchant, *English*; David Mayo, *Management Information Systems*; Joseph McCarthy, *Education and Human Services*; Amy L. Fisher, *Campus Ministry*; Dennis Outwater, *Philosophy*; Irina Peterburgsky, *Math and Computer Science*; Lanier Smythe, *Humanities and Modern Languages*; Beatrice Snow, *Biology*.

Religious Studies Courses

RS 111 – Introduction to World Religions

This class is an introduction to the study of religions across the world. We will examine various worldwide patterns of religious beliefs and practices and then investigate particular faiths, communities and traditions in both past and contemporary societies.

1 term – 3 semester hours.

Normally offered every third year.

RS 243 – Spiritual Autobiography

The purpose of this course is to investigate the dynamics of human selfhood through the study of autobiography, with particular emphasis on its religious and ethical dimensions. Our questions will include the following: What defines such critical experiences as moments of conversion, enlightenment, or heightened self-consciousness in a person's life story? How do such experiences significantly shape a person's values? How is a person's identity shaped by their religious beliefs? How might the activity of autobiographical writing be understood as an act of conscience, resistance, or affirmation in the face of moral evil or injustice?

1 term – 3 semester hours.

Normally offered every third year.

RS 301 – Reason and Revelation

Traces the evolution of Judaism, Christianity and Islam to the High Middle Ages to explore the role of Neo-Platonism and Aristotelianism in clarifying and explaining dogma. Particular attention will be paid to ideas about the ways of knowing and rational proofs of God's existence in Philo of Alexandria, Augustine, Anselm, Ibn Rushd (Averroes), Aquinas and Maimonides.

1 term – 3 semester hours.

Normally offered in alternate years.

SCIENCE

No major available.

All Science courses must be taken with their respective laboratories unless otherwise noted or waived by written permission from appropriate Department Chairperson.

Science Courses

SCI 101 – Introduction to Physical Science I

Topics in the physical sciences treated at a level appropriate for non-science majors. Newton's laws, circular motion, heat, electricity and magnetism, optics and atomic physics are discussed with problem sets required to illustrate the concepts.

Prerequisite: MATH 130 or 134 or 146 or 161.

1 term – 3 semester hours.

Normally offered each semester.

SCI L101 – Physical Science I Laboratory

Laboratory experiments and exercises to illustrate the principles covered in SCI 101. On-time attendance is mandatory for pre-lab lectures. Weekly lab write-ups completed during the lab.

Prerequisite: SCI 101 (concurrent).

1 term – 1 semester hour.

Normally offered each semester.

SCI 102 – Introduction to Physical Science II

Continuation of topics in the physical sciences for non-science majors. Nuclear physics, chemical reactions, organic compounds, latitude and longitude, study of the solar system, astronomy, and cosmology are all covered.

Prerequisite: SCI 101, University Math Sequence.

1 term – 3 semester hours.

Normally offered each semester.

SCI L102 – Physical Science II Laboratory

Laboratory experiments and exercises to illustrate the principles covered in SCI 102. On-time attendance is mandatory for pre-lab lectures. Weekly lab write-ups completed during the lab.

Prerequisite: SCI 102 (concurrent).

1 term – 1 semester hour.

Normally offered each semester.

SCI L103 – Environmental Science Laboratory

Laboratory exercises to illustrate topics covered in SCI 103. Field-testing and analysis of environmental samples. Field trip required.

Prerequisite: SCI 103 (concurrent).

1 term – 1 semester hour.

SCI L105 – Composite Physical Science Laboratory

Combination lecture and laboratory with the same laboratory material as covered in SCI L101 and SCI L102. This is intended for transfer students only who have received course credit in the physical sciences at another school and who still need to satisfy the laboratory requirement. Permission of the Physics Department Chairperson required before registration.

1 term – 2 semester hours.

Normally offered yearly. Spring term.

SCI 111 – Astronomy I

History of Astronomy from the ancients to Newton; light; telescopes; sun, earth, moon planets, comets, asteroids, meteors; space programs, science and technology in society. Observations and photographic sessions with Celestron 8 inch cassegrain and 2 inch refractors. For non-science majors.

Prerequisite: MATH 130 or 134 or 146 or 161.

3 semester hours.

Normally offered yearly. Fall term.

SCI L111 – Astronomy I Laboratory

Laboratory experiments and exercises to illustrate the principles discussed in SCI 111. Observational exercises using the Celestron telescope, astro-photography exercises, and computer simulations.

Prerequisite: SCI 111 (concurrent).

1 term – 1 semester hour.

SCI 112 – Astronomy II

Astronomy of the cosmos; Sun, stars, interstellar materials, galaxies, pulsars, quasars, black holes; nature of time relativity cosmology. Observations and photographic sessions with Celestron 8 inch cassegrain and 2 inch refractors. For non-science majors.

Prerequisite: MATH 130 or 134 or 146 or 161.

3 semester hours.

Normally offered yearly. Spring term.

SCI L112 – Astronomy II Laboratory

Laboratory experiments and exercises to illustrate the principles discussed in SCI 112. Observational exercises using the Celestron telescope, astro-photography exercises, and computer simulations.

Prerequisite: SCI 112 (concurrent).

1 term – 1 semester hour.

SCI 121 – Chemical Concepts, Contemporary Issues I

Now offered as CHEM 101.

SCI L121 – Chemical Concepts, Contemporary Issues Laboratory I

Now offered as CHEM L101.

SCI 122 – Chemical Concepts, Contemporary Issues II

Now offered as CHEM 102.

SCI L122 – Chemical Concepts, Contemporary Issues Laboratory II

Now offered as CHEM L102.

SCI 222 – Earth Structure and Dynamics

Study of the lithosphere, hydrosphere, and atmosphere of the earth. Physical principles behind local environmental disasters – earthquakes, volcanic eruptions, tsunamis, hurricanes, tornadoes, drought, floods, and mudslides. Greenhouse effect, ice ages, ozone depletion, meteor impact. Environmental impact of disasters – short and long term.

Prerequisite: PHYS 111 or permission of instructor.

1 term – 3 semester hours.

(Cannot be used to satisfy natural science requirement.)

SCI 251 – Introduction to Coastal Geology

Coastal environments will be analyzed with an emphasis on the important environmental characteristics of these areas. Management and environmental problems within the coastal and offshore areas such as beach erosion, beach access, and oil spills will be considered. One required field trip. SCI L251 must be taken concurrently.

Prerequisite: Introductory Math Sequence.

3-hour lecture.

1 term – 3 semester hours.

Normally offered evenings. Spring term.

SCI L251 – Introduction to Coastal Geology Laboratory

An introduction to laboratory and field techniques used in the geological study of coastal environments. Field trips will be taken to local coastal areas.

Prerequisite: SCI 251 (concurrent).

3-hour laboratory.

1 term – 1 semester hour.

Note: SCI 251, L251 may fulfill the all College Requirement for those needing only one semester of a laboratory-based science.

SCI 253 – Introduction to Marine Studies

A multidisciplinary, interinstitutional course with marine related topics from the humanities, social sciences, and natural sciences.

Lecture laboratory and field trips.

1 term – 3 semester hours.

Does not satisfy University Natural Science requirement.

SCI 255 – Environmental Hydrology

Environmental hydrology provides the fundamental knowledge needed to understand the water management issues of both surface and groundwater supplies. The course emphasizes the movement of water through the Earth's hydrologic cycle. It also examines the management of water as a resource (e.g., erosion and its control, flooding and its control). This course satisfies the environmental science elective requirement for the Environmental Science Program.

Prerequisite: SCI 103.

3-hour lecture.

1 term – 3 semester hours.

Normally offered evenings.

SCI 301 – Science and Technology Today

A seminar/discussion course intended to help students understand and communicate about the complex technical and scientific issues of social and personal importance in the modern world. It includes reading, writing, and discussions about current topics that vary each semester but have included: HIV, global warming, cloning and gene technology, hurricanes, computers, and interplanetary exploration. This course satisfies the third-semester science requirement.

Prerequisite: 8 hours of lab-science sequence; college math and quantitative skills requirement.

3-hour lecture/discussion.

1 term – 3 semester hours.

Normally offered every semester including Summer sessions.

SCI 303 – Criminalistics

Now offered as FS 303.

SCI 433 – Environmental Science Technology

A field and/or laboratory or other environmentally related internship program conducted during a semester or Summer residency at an agency or other organization. Progress reports and final oral and written reports are required at the university. Each program is directed by a biology faculty member and an agency supervisor.

Prerequisite: Junior/Senior status, approval by

Biology Chairperson.

12 semester hours.

SCI 436 – Environmental Science Practicum

Application of the principles and techniques of environmental science to a specific environmental problem in a faculty-directed independent study. Typically, this experience will include literature research and field work.

4-10 semester hours.

SCI 533 – Environmental Science Technology – Directed Study/Internship

Part-time involvement with a laboratory or field-oriented project at a local agency, business or organization with an environmental connection. Ten contact hours, progress reports, a written project report or other internship documentation and an oral presentation in an environmental seminar required. Course may be repeated (at the same or different agencies) for up to 12 semester hours.

Prerequisite: Approval of Biology Department Chairperson.

Multiple terms – 4 semester hours each.

SCI 570 – Medical Technology Internship

The academic program of training experiences within the hospital schools of Medical Technology as defined in the areas of Clinical Chemistry (SCI 573), Hematology (SCI 576) or equivalent courses.

Internship – 1 year.

32 semester hours.

SCI 599 – Special Topics

A course with special interest topics in science which are interdisciplinary or multidisciplinary. Primarily for graduate-level students or advanced undergraduates. The course carries a special designation indicating the specific science focus of the offering.

Prerequisite: Advanced science standing consistent with the subject matter content of the special topic.

1 term – 1-4 semester hours.

SOCIOLOGY

Department of Sociology

Professors: Spitzer, Todd (Chairperson)

Associate Professors: Boyes-Watson, Garcia, Holley, Kurtz, Manning, Morton, Norton-Hawk, Ptacek, Topitzer

Assistant Professors: Agigian, Wiltz

Master Lecturer: Skeffington

Lecturers: Frisoli, Gotlieb, Ifill, Kealy, Mastrorilli, McCauley, Ronayne, Rosenberg

As one of the social sciences, sociology studies society, social systems and the relationships individuals have with these systems and with one another. The major in sociology offers a traditional General Sociology experience as well as two specialized programs which provide student career options and reflect special research interests of the faculty. These programs are: Criminology and Law, and Health and Human Services.

Required Core Courses

Three courses are required for all sociology majors:

| | |
|---------|--|
| SOC 113 | Introduction to Sociology (must be taken before other sociology courses) |
| SOC 214 | Research Methods |
| SOC 215 | Sociological Theory |

General Sociology Program

The program in General Sociology offers a broad and substantial exposure to the problems and prospects associated with culture, institutions, human relationships and the social process. It provides students with a fundamental behavioral science knowledge base from which to approach careers in business or the professions. It is also an excellent vehicle for transition to graduate study. In addition to the 9 hours in the required core, students in General Sociology are required to take eight additional Sociology electives. Students are strongly encouraged, in consultation with their advisors, to select courses that provide a broad and balanced knowledge of the discipline of sociology. Advisors in the department will be able to provide information about the selection.

Criminology and Law Program

The program in Criminology and Law equips the student with the necessary knowledge and skills to enter, and be effective in, the various fields of adult criminal justice and juvenile justice. An emphasis upon the relationship between law and society makes it an equally valuable track for graduate legal studies. In addition to the 9 hours in the required core, students in the Criminology and Law program are required to take the following three courses:

| | |
|---------|--------------------------------|
| SOC 233 | Sociology of Crime |
| SOC 234 | Criminal Justice Systems |
| SOC 433 | Seminar in Criminology and Law |

Students must also select **two** courses from the following:

| | |
|-------------|--|
| SOC 231 | Victims of Crime |
| SOC 235 | Sociology of Law |
| SOC 236 | Deviance and Social Control |
| SOC 237 | Drugs and Society |
| SOC 238 | Cops and Robbers: Crime on Film |
| SOC 239 | Men and Violence |
| SOC 242 | Law, Health and Human Rights |
| SOC 275 | Women and Crime |
| SOC 334 | Sociology of Policing |
| SOC 335 | Corrections and Punishment |
| SOC 336 | Probation and Parole |
| SOC 337 | Juvenile Justice and the Law |
| SOC 338 | White Collar Crime |
| SOC 339 | Sociology of Violence |
| SOC 347 | Immigration Law and Policy |
| SOC 363-366 | Special Topics in Criminology and Law |
| SOC 425 | Professional Writing for Sociologists/Criminologists |

To complete requirements for the Sociology Major, students must complete **three** elective courses in Sociology for the major requirement of 3. **Students who are currently considering a law enforcement career must take the three sociology electives in the area of criminology or criminal justice.** Only one professional practicum (SOC 483 or 484) may be included among these three electives.

A pre-law advisor is available within the department for those students within the Criminology and Law Program interested in seeking admission to law school. FS 303 – Criminalistics, which deals with forensics in criminal investigation, is equally valuable.

Health and Human Services Program

The Health and Human Services program provides students with a comprehensive introduction to the goals, organization, and functions of the major health and human services delivery systems. Graduates not only possess the behavioral and communication skills necessary for bachelor degree practitioners, but are equally well prepared for graduate study in their chosen specialties. In addition to the 9 hours in the required core, students in the Health and Human Services program are required to take the following three courses:

| | |
|---------|---|
| SOC 243 | Introduction to Health and Human Services |
| SOC 254 | Orientation to Health Professions |
| SOC 443 | Seminar in Health and Human Services |

Students must also select **two** courses from the following:

| | |
|---------|---|
| SOC 220 | Childhood and Adolescence in Contemporary Society |
| SOC 221 | Environment and Society |
| SOC 228 | Cultural Diversity and Human Needs |
| SOC 237 | Drugs and Society |
| SOC 242 | Law, Health and Human Rights |
| SOC 244 | Social Work with Families |
| SOC 253 | Medical Sociology |
| SOC 273 | Women in Contemporary Society |
| SOC 343 | Child Welfare Services |
| SOC 344 | Community Organization |
| SOC 345 | Welfare and Welfare Reform |
| SOC 347 | Immigration Law and Policy |
| SOC 354 | Death and Dying |
| SOC 355 | Women and Health |
| SOC 356 | Sociology of Aging |
| SOC 357 | Cross-Cultural Medicines |

To complete requirements for the Sociology major, students must complete **three** elective courses in Sociology for the major requirement of 33 hours.

Because of the close relationship between health and human services and related social science disciplines, students should consult with their advisors regarding selection of electives in such areas as psychology, psychological services, education, history and economics.

Honors in Sociology

The Honors Program in Sociology is an opportunity for students to conduct original research under the guidance of department faculty.

Students are required to complete a thesis under a faculty member of their choice in the Sociology Department. A 3.5 overall GPA, a 3.5 GPA in Sociology, and permission of the professor is required.

Alpha Kappa Delta

Alpha Kappa Delta is the National Honor Society for Sociology majors and Graduate Students who have

demonstrated excellence in Sociology. Its purpose is to promote in each of the various chapters an interest in Sociology, research in social problems and activities leading to human welfare. The Suffolk Chapter has been designated Iota of Massachusetts. To be eligible for membership, candidates must have a "B" (3.0) average overall as well as a "B" (3.0) average in sociology courses. Students must have taken at least 10 credit hours of Sociology.

Alpha Phi Sigma

An affiliate organization of the Academy of Criminal Justice Sciences, Alpha Phi Sigma is the National Honor Society for students majoring in fields related to criminal justice sciences. To qualify for membership students must have (1) a cumulative grade point average of 3.0, (2) a 3.2 average in criminal justice courses, (3) completed at least one third of the credit hours required for graduation, and (4) successfully complete at least four courses in the criminal justice field. The Suffolk University Chapter of Alpha Phi Sigma is Pi Sigma.

Associate Degree

The department offers an associate degree in General Sociology. Students may receive an associate degree in this area after completing 62 credit hours. The sociology requirements for this degree includes Introduction to Sociology, Research Methods, Sociological Theory and at least five additional courses in sociology. Both the Cultural Diversity and Social Science requirements must simultaneously fulfill Sociology requirements. Students seeking the associate degree should consult with their advisors on an appropriate pattern of course selection.

Certificates

Students who successfully fulfill the requirements for programs in Criminology and Law, and Health and Human Services may apply for certificates of completion. Students should consult with their advisors on proper procedures for certificate awards.

Minors in Sociology

Minors in sociology may be obtained by completing eighteen hours of course work (6 courses). The minor requirement is satisfied by successful completion of two core courses (SOC 113 – Introduction to Sociology and one of the following: SOC 214 – Research Methods, or SOC 215 – Sociological Theory). Students must also complete four electives in sociology. Electives may be chosen from any combination of sociology offerings but students interested in concentrating their minor course work in a specific program area may wish to select all of their electives from that area.

Sociology Courses**SOC 113 – Introduction to Sociology**

An introduction to the sociological understanding of human interaction, group process and social structures. Students are introduced to basic concepts, theories and methods of sociological investigation.

- 1 term – 3 semester hours.
- Normally offered every semester.
- Fulfills the Social Science Option.
- Required for all sociology majors.

SOC 214 – Research Methods

How sociologists decide what to study, and how they select a research design, sample and collect data, analyze results, interpret findings, and write up reports. Students are introduced to the techniques most frequently used by sociologists and undertake their own small research project.

- Prerequisite – SOC 113.
- 1 term – 3 semester hours.
- Normally offered every semester.
- Required for all sociology majors.
- For Majors and Minors only.

SOC 215 – Sociological Theory

An examination and comparison of the origin, development and structure of the major theoretical approaches in contemporary sociology. Contributions of different branches of sociology to theory are explored with special attention to the relevance of sociological explanations for society and the social process.

- Prerequisite – SOC 113.
- 1 term – 3 semester hours.
- Normally offered every semester.
- Required for all sociology majors.

SOC 216 – Social Problems

An examination of traditional and contemporary problems associated with major social institutions such as the family, economics, government and education. Social forces related to ethnicity, social class, health and welfare, and urbanization are also included. Alternative remedial measures based on behavioral science theories are discussed.

- 1 term – 3 semester hours.
- Normally offered yearly.
- Fulfills the Social Science Option.

SOC 217 – Sociology of Urban Life

An examination of the effects of the city on human life in its broadest as well as its most specific aspects. Greater Boston and similar communities across the nation will be studied as ecological settings, as producers and shapers of change, and as special contexts for understanding sociological ideas. Comparisons will be made among urban places in the U.S. and in other countries.

- 1 term – 3 semester hours.
- Normally offered alternate years.

SOC 220 – Childhood and Adolescence in Contemporary Society

This course examines the development of children and adolescents from biological, psychological, and sociological perspectives. Major themes and changes associated with each developmental stage are discussed. The course explores practical implications of theory and research (parenting, juvenile justice, etc.), and current topics in child and adolescent development. Class format includes lectures, discussion, debates, and direct observation of children.

- 1 term – 3 semester hours.
- Normally offered alternate years.

SOC 221 – Environment and Society

The history of the American Environmental Movement and eco-feminism will be examined as well as issues of pollution and depletion. Sustainable technologies and other current progressive programs will be addressed.

- 1 term – 3 semester hours.
- Normally offered alternate years.

SOC 222 – Women in Struggle on Film

Women's struggles in arenas from war to labor disputes will be examined through films and writings. Societal, historical and cultural contexts of women's roles in films are discussed drawing on film criticism and sociological analyses.

- 1 term – 3 semester hours.
- Normally offered alternate years.

SOC 223 – Families in Contemporary Society

An exploration of the diversity of contemporary families. Comparisons are made between the cultural myths of the "ideal family" and the lived realities. Challenges confronting contemporary families and their implications for social policy are examined in such areas as work/family conflicts, gay and lesbian families, welfare, family violence.

- 1 term – 3 semester hours.
- Normally offered yearly.
- Fulfills the Social Science Option.

SOC 225 – Sociology of Romance

The meaning of romance and courtship today and its social consequences in marriage, homogamy, stratification and divorce. The historical origins of romanticism and the sources of romance in socialization, books and magazines, television and movies, popular music and peer group membership are also considered.

- 1 term – 3 semester hours.
- Normally offered alternate years.

SOC 226 – Sociology of Religion

An examination of the fundamental purpose and functions of religion in society. Major religious systems in America are analyzed in terms of basic values and structure. The impact of changes in religious organizations upon clergy, laity and society are discussed.

- 1 term – 3 semester hours.
- Normally offered alternate years.

SOC 227 – Race in American Society

An exploration of the historical and contemporary experience of various peoples of color in the U. S. How much difference does race make in contemporary American society? An examination will be made of prejudice, institutional and cultural racism. Current race-based social issues such as affirmative action, multi-cultural education, immigration, interracial families, poverty, and urban “riots”/“uprisings” will be considered. What are current strategies for change?

1 term – 3 semester hours.

Normally offered alternate years. **C a**

SOC 228 – Cultural Diversity and Human Needs

Enables students to examine, as well as develop an awareness and appreciation of, diversity within today’s society. Providing an overview of the major racial, ethnic and cultural groups in the U.S., the focus is on the ways in which cultural awareness enhances professional helping relationships and improves the operation of human services systems.

1 term – 3 semester hours.

Normally offered yearly. **C a**

SOC 229 – Social Class and Inequality

This course examines the difference between the life experience of those who are rich, poor and middle class. Topics include: the elite in Boston; theories of inequality; blue collar neighborhoods; the hard living poor; and ethnic and sexual stratification.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 231 – Victims of Crime

In recent years, public attention to victims of crime has grown enormously. The reasons for this are complex. They include the effects of political organizing by crime victims; increased media attention to crime (often driven by crime stories as entertainment and advertising vehicles); the exploitation of crime victims by politicians; and long-standing community frustrations with the criminal justice system.

This course will examine the rise of public attention to crime, the response of the criminal justice system to victims, and the problems and possibilities regarding new responses to victims of crime. New developments in “restorative justice” will be presented as an emerging alternative to problems victims have reported with the criminal justice system.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 233 – Sociology of Crime

An in-depth introduction to theoretical perspectives on criminal and delinquent behavior. The course reviews the social dimensions of crime and delinquency (e.g., categories of offenses and offenders, victimization patterns, regional variations, etc.) and offers a brief analysis of criminal justice issues.

1 term – 3 semester hours.

Required for all majors in the Criminology and Law Program.

Normally offered every semester.

SOC 234 – Criminal Justice Systems

An overview of issues and social variables involved in the pre-arrest and arrest stages followed by a more in-depth analysis of pre-trial, trial, sentencing, and correctional phases. Sociological and criminal justice models are examined and compared with the actual processes and purported functions of criminal justice agencies.

1 term – 3 semester hours.

Required for all majors in the Criminology and Law Program.

Normally offered every semester.

SOC 235 – Sociology of Law

Law and legal systems are examined in contemporary society. Emphasis is placed upon the manner in which legal structures and processes interact with other social arrangements and are transformed over time.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 236 – Sociology of Deviance and Social Control

Who and what is deviant? How shall the society respond? The course examines a range of deviance theories and associated social policies. A number of case studies will be used to evaluate these theories, such as body piercing, witchcraft, gay and lesbian sexuality, corporate crime, disability, prostitution, violence against women, racism, anti-Semitism, and gangs.

1 term – 3 semester hours.

Normally offered yearly.

Fulfills the Social Science Option.

SOC 237 – Drugs and Society

This course examines the sociological issues revolving around drug use and abuse within American society. Included themes are: the role of societal definitions and social responses to drugs, socio-historical perspectives on drug consumption and control, the structure of the legal and illegal drug industry, and competing models of public policy.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 238 – Cops and Robbers: Crime on Film

An examination of images of crime and justice portrayed in the American cinema. Special attention is paid to the social and historical forces that have shaped popular representations of good and evil during the modern era.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 239 – Men and Violence

An exploration of the nature of masculinity and its connection to interpersonal and collective violence in American society. The course focuses on the emotional, spiritual, social and cultural roots of the crisis of boyhood and masculinity as a context for and consequence of violence.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 242 – Law, Health and Human Rights

This course will look at the special opportunities and obligations of those in the health and legal professions to protect human rights. There will be an overview of human rights doctrine and key documents. Students will learn to apply human rights principles to particular occupations in the health and legal professions.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 243 – Introduction to Health and Human Services

A survey of the fundamental values, organization and methods of practice of the major health and human services delivery systems. Problems associated with resource allocation and client base needs in the context of economic and political priorities are discussed. Alternative role models for professional workers in public and private settings are also evaluated.

1 term – 3 semester hours.

Required for all majors in the Health and Human Services Program.

Normally offered yearly.

SOC 244 – Social Work with Families

This course will provide an in-depth analysis of family dynamics as well as some beginning skills in counseling families. Using a systems approach, students will learn about family roles, sibling constellations and different types of families. The importance of ethnicity and culture in shaping family values and organization will be emphasized. Students will be encouraged to study their own families of origin so they might better understand how families change.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 253 – Medical Sociology

The course explores social factors in health, illness, death and healing. Attention is given to the social organization of medical care including the roles the physician and patient, the clinic and hospital, public health and preventive care

1 term – 3 semester hours.

Normally offered alternate years.

SOC 254 – Orientation to Health Professions

Each student will choose a health or social service profession to research. Historical exploration as well as current information and indepth interview material will be drawn upon for a final research project.

1 term – 3 semester hours.

Required for all majors in Health and Human Services.

Normally offered yearly.

SOC 256-259 – Special Topics in Applied Sociology

Specialized topics based on clinical training and experience for professionals. These credits can only be applied to general college elective requirements and are only available to sociology majors.

Content, prerequisites and hours to be announced.

SOC 264 – Technology and Society

An examination of the ways in which social structures and processes influence and are affected by modern technology. The transformation of ideas, needs and social practices in technologically advanced societies is considered in conjunction with changes in the way in which we understand the world, the nature of work and leisure, the processing of information and the character of social institutions.

1 term – 3 semester hours.

Normally offered alternate years.

Fulfills the Social Science Option.

SOC 266 – Topics in European Politics, Society and History

This is a team-taught course examining historical, sociological and governmental themes in post-World War II Europe. Among the topics considered, from these various perspectives, are: the Cold War and its end; NATO; the European Union; democratization; regional conflicts, and relations with America and the Third World.

1 term – 3 semester hours.

Normally offered alternate years at the Madrid campus.

SOC 267 – Spain: Topics in History, Politics and Society

This course examines the modern development of Spain from historical, sociological and governmental perspectives. Experts in each of these areas team-teach, emphasizing themes such as the Civil War, the transition to democracy, regionalism, and relations with the rest of Europe.

1 term – 3 semester hours.

Normally offered alternate years at the Madrid campus.

SOC 273 – Women in Contemporary Society

A critical analysis of theory and research related to the socialization, roles and social participation of women in contemporary society.

1 term – 3 semester hours.

Fulfills the Social Science Option.

Normally offered yearly.

SOC 275 – Women and Crime

A consideration of women as victims of crime, as criminals, and as crime-fighters. A look at the extent and nature of the relationship between women and crime in America.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 276 – Sex and Society

An examination of human sexuality as experience and institution. Sexuality is considered in relationship to power, love, religion, family, race, gender, sexual orientation, violence and courtship.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 283 – Sociology of Work and Occupations

A discussion of the world of modern work that includes the origins of contemporary industry and job characteristics, the current industrial and occupational picture, and the future of human labor. Attention is given to conditions of work, problems of alienation, occupational and role changes, and worker control of work life.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 286 – Women and Work

An exploration of the relationship between gender roles, work environments, and careers in American Society. The problems and prospects faced by women in the world of work are considered with special attention to power and sexism in the workplace, domestic vs. organizational work, role conflicts for working women, and the relationship between changing images of women and changing patterns of female employment.

1 term – 3 semester hours.

Normally offered yearly.

SOC 320 – Ireland and the Irish

A look at the Irish in Ireland and America with a special focus on the uniqueness of Irish culture and society and their place in the world community. Attention will be given to Ireland's past, current social conditions, and directions of change, stressing the totality and interrelatedness of the Irish experience. This case study will illustrate social science concepts such as the peripheral society, the social construction of the immigrant experience, the roles and effects of organizations in a society, and the significance of social context.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 321 – Identity, Self and Society

This course explores the emergence of the self as an intersection of biography, history and social structure. Emphasis is on modern, Western societies. Conceptually, we will take a life course approach which emphasizes processes of psychosocial, moral, intellectual and spiritual development for contemporary men and women. This course is designed in part as a workshop where students will develop the skills and insights essential for conducting life history research and biographical studies that are sociological in focus.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 325 – Popular Culture in America

An investigation of the images of life provided by mass communications, the educational system and official culture. Topics include: the growth of the youth culture since the 1950's; images of working people; women, minorities and advertising; changing ideas of success; consciousness raising and contra-cultures.

Prerequisite: SOC 113.

1 term – 3 semester hours.

Normally offered yearly.

SOC 326 – Protest and Social Change

An exploration of recent and contemporary protest movements. Cases studied may include Civil Rights, women's movement, environmental, militia and new right, gay and lesbian, labor, etc. Movement issues such as goals, tactics, use of violence, use of media, cultural politics, social control and repression will be considered. Under what conditions do protest movements succeed or fail in bringing desired social change?

1 term – 3 semester hours.

Normally offered alternate years.

SOC 327–330 – Special Topics in General Sociology

A course with special interest topics in sociology which changes depending on the professor.

Prerequisite: SOC 113.

1 term – 3 semester hours.

SOC 334 – Sociology of Policing

An investigation of the emergence, organization, and structure of police systems. The course focuses on the conditions surrounding the relationship between the police and policed in different historical, political and economic contexts.

Prerequisites: SOC 233 or 234.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 335 – Corrections and Punishment

A sociological exploration of coercive and incapacitative responses to crime. Attention is given to the origins and patterning of segregative controls, the correctional claims of prison systems, alternatives to incarceration and relationships between types of crime, and criminals, and varieties of punitive response.

Prerequisites: SOC 233 or 234.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 336 – Probation and Parole

Correctional theories are reviewed along with the historical development of probation and parole. Current research and analytical perspectives reflecting on administrative problems, innovative policies and the internal philosophical inconsistencies of these systems are examined.

Prerequisites: SOC 233 or 234.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 337 – Juvenile Justice and the Law

Considers the problems surrounding the legal definition and handling of juveniles who confront the law as offenders, clients and victims. Attention is devoted to the study of the special legal categories and procedures established for juveniles, the problems facing professionals providing juvenile services and the most significant directions of legal and social change affecting youth in our society.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 338 – White Collar Crime

An examination of the relationship between crime, business activity, and technology with special attention to the crimes of the powerful and the changing relationship between economic development and criminal activity.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 339 – Sociology of Violence

A description of violence in the United States. This course emphasizes the historical development and utilization of violence from a sociological perspective. Social, political and personal violence will be examined and an attempt will be made to develop some theoretical orientations that may be used to both explain and prevent violence.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 343 – Child Welfare Services

A survey of the historical development and current composition of services for children, including income maintenance, daycare, foster and institutional care and the adoption process.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 344 – Community Organization

A study of the different types and functions of communities. Through identifying community needs, resources and structures, students learn effective ways to organize for change.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 345 – Welfare and Welfare Reform

In 1996, Congress passed the Personal Responsibility and Work Opportunity Act (PRWORA), which requires states to reduce welfare caseloads by requiring recipients to work and limiting the number of years a family can receive benefits. This course will explore the history of welfare in the United States and the various efforts to reform it. Students will examine social, economic and political forces that have driven recent reforms as well as exploring the interaction between race, gender and poverty as they relate to welfare dependency and reform.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 347 – Immigration Law and Policy

This course examines U.S. Immigration legislation and policies, focusing on how and why various immigration laws and policies have been established and implemented throughout history. We will address the intersection between immigration policy and race, ethnicity, nationality and socioeconomic status, as well as explore the effects immigration laws have had on various immigrant groups and society in general.

1 term – 3 semester hours.

Normally offered ???.

SOC 354 – Death and Dying

An examination of changing definitions of life and death, social factors affecting causes and rates of death, care of the dying and their families, institutionalization, the funeral industry, suicide, crisis intervention, and the impact of technology on the dying process.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 355 – Women and Health

An exploration of topics that relate particularly to women as providers and consumers in the health care system. The course will consider historical and current information on issues of reproduction, technology, health and illness.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 356 – Sociology of Aging

Consideration of the physiological, psychological and social factors associated with the aging process. Contemporary American values toward the elderly are compared and contrasted with historical and cross-cultural studies. Current opportunities and techniques enabling the elderly to enrich and expand their societal roles are explored.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 357 – Cross-Cultural Medicines

An examination of how different cultures understand health and illness. Healing approaches from Asia, Africa and the Americas will be explored.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 363-366 – Special Topics in Criminology and Law

Courses with special interest topics in Criminology and Law which change depending on the professor.

Prerequisite: SOC 113.

1 term – 3 semester hours.

SOC 374 – Women's Diversity

An exploration of the diverse experiences of womanhood as shaped by race and ethnicity, class, sexuality, age, and physical ability. The course examines the commonalities women share and considers what women's differences suggest about an agenda for change. Issues such as workplace equality, family policy, violence against women, sexuality are studied. How do diverse women, along with men allies, build alliances and work together for social transformation?

1 term – 3 semester hours.

Normally offered alternate years. **C a**

SOC 380-381 – Special Topics in Teaching

Specialized topics based on peer tutoring research and development. Content, prerequisites and hours to be announced.

SOC 423 – Independent Study

Members of the department hold special meetings with students and direct them in investigating topics of interest in sociology. Arrangements for independent study must be approved by the supervising instructor and the Department Chairperson.

1 term – 3 semester hours.

Restricted to juniors and seniors.

SOC 425 – Professional Writing and Communication in Sociology/Criminology

This course examines select forms of professional writing and formal communication. Students receive extensive experience in the format, structure and content of writing on sociology and criminology issues. The primary focus is on the review and writing of journal articles and government reports. Aspects of grant writing are also discussed. The communication component focuses on developing multi-medial presentation skills in the topical areas. Overall, students can gain skills that enhance their capacity for effective communication and professional success.

1 term – 3 semester hours.

Normally offered alternate years.

SOC 433 – Seminar in Criminology and Law

An analysis and interpretation of empirical and theoretical issues in criminology and delinquency studies. Selected topic areas include: classical and modern theory, etiology, criminal justice systems and the sociology of law.

Prerequisites: SOC 113, 214, 215, 233 and 234.

1 term – 3 semester hours.

Restricted to juniors and seniors.

Required for all majors in the Criminology and Law Program.

For majors only.

Normally offered yearly.

SOC 443 – Seminar in Health and Human Services

An overview of the historical development and current concerns in the health and human services. Students select an area of interest and develop individualized study plans. The purpose of this course is to summarize and refine accumulated knowledge in this area.

Prerequisites: SOC 113 and 243.

1 term – 3 semester hours.

Restricted to juniors and seniors.

Required for all majors in the Health and

Human Services Program.

Normally offered yearly.

SOC 483 – Professional Practicum I

Students are provided with the opportunity to apply behavioral science course materials in a supervised field setting consistent with their personal career goals or particular academic interest. The course includes a minimum eight hour per week placement, hands-on participant observation experience, a field-note journal, small-group discussion and a final term project report.

1 term – 4 semester hours.

For majors only.

Must have junior or senior standing.

Permission of the instructor required.

Normally offered yearly.

SOC 484 – Professional Practicum II

Additional practicum section for those students who wish to intensify or extend their field experience. May also be used for special off-campus projects or research. Continuing education students may wish to have their current or prior professional activities reviewed for application to practicum courses. Requests for additional practica must be approved by the directing professor and the Department Chairperson.

1 term – 4 semester hours.

For majors only.

Must have junior or senior standing.

Permission of the instructor required.

Normally offered yearly.

STATISTICS PROGRAM

No major available.

Coordinator: Dr. Sanjiv Jaggia, *Professor of Economics*

Statistics Courses

STATS 250 – Applied Statistics

Application of statistical analysis to real-world business and economic problems. Topics include data presentation, descriptive statistics including measures of location and dispersion, introduction to probability, discrete and continuous random variables, probability distributions including binomial and normal distributions, sampling and sampling distributions, statistical inference including estimation and hypothesis testing, simple and multiple regression analyses. The use of computers is emphasized throughout the course.

Prerequisites: MATH 130, 134, 146 or 161.

1 term – 3 credits.

Normally offered each semester.

STATS 350 – Applied Statistical Methods

This application-oriented course is designed to go beyond the topics covered in STATS 250. It includes topics like Analysis of Variance (ANOVA), special topics in regression analysis and index numbers. Further, *time series data*, which consist of values corresponding to different time intervals, are analyzed. The objective is to examine past time series values to *forecast*, or predict future values. Seasonal variations are also incorporated in the forecasts. The course will provide useful computer skills involving various statistical packages and is an excellent preparation for graduate work in business and social sciences.

Prerequisite: STATS 250.

1 term – 3 credits.

Normally offered each semester.

THEATRE

Department of Theatre

Professor: Plotkins (chairperson)

Assistant Professor: Savick

Lecturers: Caffrey, Counts, Fortson, Katz, Lilienthal, Lopez, Parsons, Plum, Salkin, Stornetta, Strauss, Turner, Wilson, Zagaria

Through the study of theatre students develop creative, analytical, interpretive, managerial, and technical skills that are applicable in a wide range of professional activity. Suffolk students have gone on to internships and graduate school at the American Repertory Theatre, Berkshire Theatre Festival and California Institute for the Arts and have become actors, directors, comedians, politicians, entrepreneurs, teachers and lawyers.

Theatre majors participate in a wide range of faculty directed and student generated projects. Professional designers, movement and vocal coaches from Boston's most prestigious theatres and universities supplement our production teams. Our students may also work as production interns for our professional performing arts programming or, in some cases, receive compensation as production assistants, light or soundboard operators, or house or box office managers. Suffolk students have easy access to world-class theatre and a thriving professional theatre community.

Theatre courses may be supplemented with courses in dramatic literature, film, public relations, photography, art and music history, and studio art. The Theatre Major leads to a BS or BA degree.

Preparation for a Career in the Theatre

The Theatre Department helps students prepare for professional work in the theatre. We participate in the annual Irene Ryan Acting Competition, the Kennedy Center American College Theatre Festival and sponsor special field trips and workshops. Recent workshops include: "Acting for the Camera," "Professional Auditioning," "Creative Writing," "Stage Management" and "Acting Professionally." Students are also encouraged to participate in local, regional, and national auditions, sponsored by StageSource, New England Theatre Conference, and University Resident Theatre Association (URTA).

Performance

There are many opportunities for performance in both faculty-directed productions and a wide range of student generated projects. All productions are cast by auditions advertised throughout the University. Outstanding students are recognized in the Irene Ryan Acting Competition and Suffolk University's annual Recognition Day awards.

Directing

Students are encouraged to direct in the One-Act Play Festival, Assistant Direct for faculty productions, and propose projects of their own.

Writing

The Theatre Department nurtures writing talent through readings and workshop productions of original work. Students may submit scripts for production consideration with a faculty supervisor and a team of student collaborators.

Technical Theatre and Design

Students are encouraged to participate in the many opportunities for production and design work in both the C. Walsh Theatre and Studio Theatre. Our most ambitious students are not only eligible for annual Recognition Day awards for excellence in Theatre Production and Design but, once course work is completed, may be hired as production assistants for C. Walsh Theatre productions.

Requirements for the Major

(10 courses, 30 credits)

Core Requirements

(3 Courses, 9 Credits)

| | |
|------------------|---|
| THETR 225 or 226 | Introduction to Theatre Arts I or II |
| THETR 229 | Acting I |
| *THETR 350 | Theatre Practicum: Suffolk Student Theatre Production |

(1 Course, 3 Credits)

Any Art History or Studio Art course, THETR 231 Stagecraft and Introduction to Design, THETR 239 Intro to Lighting Design, or THETR 355 Intro to Costume Design

(1 Course, 3 Credits)

Any Dramatic Literature Course

Elective

(1 Course, 3 Credits)

Choose any theatre course.

**may be taken more than once*

Concentration Tracks

4 courses, 12 credits

Track 1. Performance

Core Requirement

| | |
|-----------|-------------------------------------|
| THETR 201 | Voice and Movement for Actors |
| THETR 119 | Voice Improvement |
| THETR 223 | Introduction to Singing |
| THETR 229 | Acting I |
| THETR 230 | Improvisational Movement for Actors |
| THETR 232 | Acting for the Camera |
| THETR 237 | Introduction to Stage Management |
| THETR 240 | Fundamentals of Dance: Jazz I |
| THETR 241 | Jazz II |
| THETR 245 | Broadway Dance |
| THETR 246 | Broadway Dance II |
| THETR 248 | Fundamentals of Dance: Ballet |
| THETR 301 | Acting the Song I |
| THETR 302 | Acting the Song II |
| THETR 329 | Acting II |
| THETR 330 | Classical Theatre in Performance |
| THETR 340 | Choreography I |
| THETR 341 | Choreography II |
| THETR 375 | Documentary Theatre I |
| THETR 376 | Documentary Theatre II |
| THETR 400 | Playwriting |
| THETR 425 | Directing |
| THETR 450 | Special Topics |
| THETR 507 | Senior Honors Project |

Track 2. Dramatic Literature

| | |
|-----------|-------------------------------------|
| ENG 113 | World Drama I |
| ENG 114 | World Drama II |
| HUM 229 | Music History: Opera |
| ENG 315 | Classical Drama |
| ENG 324 | Shakespeare's Comedies |
| ENG 325 | Shakespeare's Histories |
| ENG 326 | Shakespeare's Tragedies |
| ENG 333 | English Renaissance Drama |
| ENG 368 | Modern British Drama |
| ENG 369 | Modern American Drama |
| ENG 374 | Drama Seminar |
| HUM 403 | Masterpieces of the Spanish Theatre |
| THETR 338 | African American Women Playwrights |
| THETR 400 | Playwriting |
| THETR 450 | Special Topics |
| THETR 507 | Senior Honors Project |

Track 3. Arts Administration

| | |
|-----------|---|
| CJN 213 | Feature Writing |
| CJN 377 | Public Relations |
| CJN 477 | Public Relations II |
| CJN 487 | Media Relations |
| THETR 237 | Introduction to Stage Management |
| THETR 350 | Theatre Practicum: Suffolk Student Theatre Production |
| THETR 491 | Arts Administration I |

Track 4. Dance

| | |
|-----------|--------------------------------|
| THETR 240 | Fundamentals of Dance: Jazz I |
| THETR 241 | Fundamentals of Dance: Jazz II |
| THETR 245 | Broadway Dance I |
| THETR 246 | Broadway Dance II |
| THETR 248 | Fundamentals of Dance: Ballet |
| THETR 340 | Choreography I |
| THETR 341 | Choreography II |

Track 5. Theatre Studies

Self-designed interdisciplinary track that combines academic interests outside the major with theatre courses. By permission of chair.

Theatre Education

The Theatre Department participates in Teacher Education at Suffolk University. The requirements include completion of the Theatre Major (course requirements may be arranged at the discretion of the Theatre Department Chair) and the minor in Secondary School Teaching. Upon successful completion of this program individuals will be sponsored for Initial Licensure in Massachusetts. For additional details see the Education and Human Services section of this catalog.

Requirements of the Theatre Minor

(6 courses, 18 credits)

Requirements

(1 course, 3 credits)

THETR 350 Theatre Practicum: Suffolk Student Theatre Production

Choose one

(1 course, 3 credits)

THETR 225, THETR 226, THETR 229

Electives

(4 courses, 12 credits)

Any four theatre courses

C. Walsh Theatre

The **C. Walsh Theatre** is the home of Suffolk Student Theatre, Boston Music Theatre Project, and a vibrant venue for professional performing arts in Boston. Students have close contact with esteemed and emerging performing artists. Emmanuel Music and Collage New Music are world-class ensembles in residence at the University. The **Studio Theatre** is a new, intimate black-box performance space ideal for student workshops and experimental theatre productions. The theatre is also home to the Birth of a Musical Festival each spring.

Suffolk Student Theatre

Suffolk Student Theatre, the centerpiece of Theatre training, offers many opportunities for theatre production and performance which begin freshman year. Suffolk Student Theatre yearly presents two faculty-directed productions and a student-directed One-Act Play Festival. It supports student-directed and designed full-length productions and presentations of student-written scripts; and recognizes excellence in acting, directing, design, administration, stage management, and technical theatre.

SST has participated in the Kennedy Center American College Theatre Festival since 1997. Our productions have been nominated for the regional semi-finals every year since 1998 and as regional finalists in 2000 and 2002. Our students have been finalists in the Irene Ryan Acting Competition and in 2002 won the regional finals. Past SST productions include the university premiere of Tony Kushner's adaptation of Brecht's *The Good Person of Szechuan*, the Boston premiere of Len Jenkin's *Pilgrims of the Night*, David Mamet's adaptation of Chekhov's *Three Sisters*, Ashman/Menken's *Little Shop of Horrors*, Shakespeare's *Othello* and Peter Brook/Claudide's *Conference of the Birds*.

Boston Music Theatre Project

The **Boston Music Theatre Project (BMTP)** at Suffolk University is the oldest professional organization in the greater Boston area dedicated exclusively to developing musicals. Our readings and workshop productions have ranged from a gospel opera based on an 1822 slave rebellion to a musical based on the songs of "The Wizard of Oz" lyricist, Yip Harburg. BMTP collaborators have included the American Repertory Theatre, Trinity Repertory Theatre, Boston Lyric Opera, North Shore Music Theatre, and New Opera and Musical Theatre Initiative.

Theatre Courses

THETR 119 – Voice Improvement

Uncomfortable speaking to an audience? Self-conscious about your accent? The methods taught in Voice Improvement will help you shed bad vocal habits and increase your confidence as a public speaker. The course includes practical techniques for improving your breathing, articulation, and projection, as well as regular practice speaking to an audience of your peers. Essential for careers in business, communications, law, public service, and acting.

No prerequisite.

1 term – 3 semester hours.

Normally offered yearly.

THETR 201 – Voice and Movement for Actors

Professional actors engage in rigorous vocal and movement training throughout their careers. This course provides students with the theory and practical training to free and develop their natural voices for the stage. They will also explore physical acting through improvisation and a series of exercises that will expand their ability to perform spontaneously and without inhibition. Wear comfortable clothing.

No prerequisite.

Required of majors in the performance track.

1 term – 3 semester hours.

Normally offered every semester.

THETR 223 – Introduction to Singing

This course will deal with the anxieties and uncertainties triggered by the prospect of singing in public. Students will concentrate on techniques of breathing, relaxation, and awareness of the voice. Students will present occasional workshop performances throughout the term and a public recital at the end of the semester.

No prerequisite.

1 term – 3 semester hours.

Normally offered yearly.

THETR 225 – Introduction to Theatre Arts I

This survey course provides students an historical, philosophical, and aesthetic overview of Western theatre practices from the golden age of Greek drama to 19th century melodrama and early experiments in realism. Through readings, lectures, and discussions, the class will explore western theatre's innovative and persistent capacity to mirror the societies that produce it.

No prerequisite.

1 term – 3 semester hours.

Normally offered yearly.

Fulfills the Humanities requirement.

THETR 226 – Introduction to Theatre Arts II

Picking up chronologically where THETR 225 leaves off, this survey course is designed to provide students with an understanding of modern Western theatre. Readings will include representative works of realism, naturalism, expressionism, epic theatre, theatre of cruelty, theatre of the absurd, and meta-theatricality. Lectures and class discussions will explore how these concepts translate to acting and production techniques as well as what they imply as artistic responses to a modern and post-modern world.

No prerequisite.

1 term – 3 semester hours.

Normally offered yearly.

Fulfills the Humanities requirement.

THETR 229 – Acting I

This introduction to acting prepares students for work in production and develops skills in all forms of communication. The first part of the course uses improvisational exercises based on the Stanislavski method to teach fundamental acting techniques. The second half of the course applies those techniques to scene work from major 20th century plays.

No prerequisite.

1 term – 3 semester hours.

Normally offered every semester.

THETR 230 – Improvisational Movement

An exploration of improvisation through movement-based exercise. The course will provide techniques to help performers trust their impulses and create strong, interesting, and dramatic choices.

No prerequisite.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 231 – Introduction to Stagecraft and Design

Develop an appreciation for theatre production and design. Classes will include lectures, demonstrations, class projects and individual assignments. The course will cover various areas of theatre including: lighting, scenery, sound, props, concert and event production.

No prerequisite.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 232 – Acting for Camera

This course gives students an understanding of the acting challenges unique to film and television acting and helps them develop an effective process for on-camera performance. Course work will be grounded in Meisner technique and scene work drawn from contemporary film scripts.

Prerequisite: Acting I or instructor's permission.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 237 – Introduction to Stage Management

Stage Managers are essential to the production process. Everyone knows that having a good stage manager greatly affects a show, yet very few theatre professionals actually know what stage managers do or how they do it. This course will teach both the methods and principles behind stage management: how to support a production and facilitate the work of directors, designers and actors (without driving yourself crazy). In addition to teaching the specific technical skills necessary to each part of the production process, this course will also address the more subtle intellectual and management skills that ultimately make stage management an art.

Prerequisite: Theatre Practicum or instructor's permission.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 240 – Fundamentals of Dance

This is a course for the student who always wanted to learn the basics of dance and for the student returning to dance. The class will include center work with attention to alignment, placement, strength, flexibility, and musicality. Students are encouraged to wear dance attire.

No prerequisite.

1 term – 3 semester hours.

Normally offered every semester.

THETR 245 – Broadway Dance

Grounded in the fundamentals of dance, this course will focus on the rigors and vitality of dance created for the Broadway musical. Students will learn a major choreographed number from a Broadway musical that will be presented at the end of the semester for an invited audience.

No prerequisite.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 246 – Broadway Dance II

A continuation of Broadway Dance I with more challenging material. Students will learn a major choreographed number from a Broadway musical that will be presented at the end of the semester for an invited audience.

No prerequisite.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 248 – Fundamentals of Dance: Ballet

Classical ballet provides a base for all dance techniques as well as strength coordination for sports. Students will begin with barre exercises for flexibility and muscle conditioning followed by center work in balancing turns and jumps. Students will learn combinations, view video tapes of great ballet, and learn to think and write critically about the form.

No prerequisite.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 301 – Acting the Song I

A practical course designed to address the challenges of the singing-actor in audition, rehearsal, and performance. Students will be asked to work on solos and duets in scenes and will be coached on both the musical and dramatic values of the song.

Prerequisite: Acting I or by permission.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 302 – Acting the Song II

Continuation of Acting the Song I with more challenging material.

Prerequisite: Acting the Song I, or by permission.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 310 – Broadway Musicals

Students will be introduced to Broadway's most influential musical theatre artists and will be exposed to a wide range of remarkable writing and performances. Grounded in the fundamentals of music, students will study original scores, librettos, source materials, and videos of original Broadway productions. The course will also explore the ways in which vaudeville, burlesque, and the minstrel show as well as socio-economic and political forces shaped the modern musical while providing important opportunities for women, African-Americans and other minorities.

This course does not require any prior training or experience in music or musical theatre.

No prerequisite.

Satisfies the Humanities requirement.

1 term – 3 semester hours.

Normally offered yearly.

THETR 329 – Acting II

A continuation of Acting I, with special emphasis on verse and heightened language. Students will explore acting Shakespeare and other classical plays. Students will rehearse and perform a short project in verse.

Prerequisite: Acting I or by permission.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 340 – Choreography I

Students will explore the basic elements of composition and choreography. The course will also include the study of jazz technique with a warm-up and across the floor sequences. At the end of the term, students will present their choreographed pieces in a performance.

No prerequisite.

1 term – 3 semester hours.

Normally offered alternate years.

TR 341 – Choreography II

Will continue the exploration of choreography on a more advanced level. The course will also include the study of jazz technique with a warm-up and across the floor sequences. The Theatre Department will present an evening of dance at the C. Walsh Theatre in which the class will present their work for the Suffolk University Community.

No prerequisite.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 350 – Theatre Practicum: Suffolk Student Theatre Production

Students participate in Theatre Department productions as actors, directors, designers, technicians, and managers supervised by theatre faculty and staff. Our faculty-directed productions are designed by Boston's leading professional designers and actors are coached by the area's top movement and vocal coaches. Most production assignments require evening and weekend work especially as the production schedule intensifies in the weeks prior to opening.

No prerequisite.

1-6 semester hours.

May be taken multiple times.

Acting by audition only.

Offered every term.

THETR 375 – Documentary Theater

In this semester, we will choose one or two topics and through observation and research on the subjects chosen, compose theater pieces and perform them at in the Studio Theatre. These plays can be based on a news event, such as exploring lives involved in the attack on 9/11, or a crime which raises issues, like the murder of the gay man in the midwest. Or they might be based around a place, such as a homeless shelter. Information will be gathered through field trip observations, reading, and interviews. Students will do research in groups and will be expected to produce notes and a group script. They will be responsible for meeting and rehearsing consistently with their group to build the play for public performance by the end of the semester.

No prerequisite.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 388 – African American Women Playwrights

This course will examine seminal works of modern African American playwrights and explore writing styles, biography and socio-political context of the playwrights era, beginning with the breakthrough dramatist, Lorraine Hansberry and the 1959 production of her award-winning play, *A Raisin in the Sun*. The course will also study the work of Adrienne Kennedy, Ntozake Shange and Susan Lori Parks. Students should be prepared to read in class, respond to the works via essays, journals, and creative writing. The final project will be a journal that explores one playwright's work and life.

No prerequisite.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 400 – Playwriting

Intended to serve as an introduction to playwriting, students will be required to submit weekly assignments which explore and refine fundamental components of the dramatist's craft including plot, character, conflict, voice, dialogue rhythm, point of view, surprise, structure, and style. Students of this course will be guided through the process of completing a one-act play which may subsequently be submitted for production consideration as part of the Suffolk Student Theatre One-Act Play Festival.

By permission.

1 term – 3 semester hours.

Normally offered alternate years.

THETR 425 – Directing

This conservatory-style course provides students with fundamental directing skills through lectures, readings, and weekly projects that explore composition, staging, text analysis, and directorial communication skills. Students in this course become eligible to direct for the Suffolk Student Theatre One Act Play Festival in the fall, and are also qualified to propose their own projects to the theatre department for production consideration. Directing students are also qualified and encouraged to stage-manage and assistant-direct faculty directed productions, both inside and outside the department.

No prerequisite.

1 term – 3 semester hours.

Normally offered yearly.

THETR 450 – Special Topics in Theatre

This course is designed by the Theatre Department to serve as an intensive exploration of a special topic in theatre and/or performance studies.

By permission of instructor.

1 term – 3 credits.

Normally offered alternate years.

THETR 491 – Arts Administration

The last twenty-five years have seen extraordinary growth in the number of performing and visual arts organizations. As a result, skilled and dedicated personnel are in short supply. This survey course will provide a fundamental overview of the managing, marketing, fundraising, and financial management of an arts organization.

No prerequisite.

1 term – 3 semester hours.

Normally offered yearly.

THETR 507 – Senior Honors Project

Theatre majors who have demonstrated academic excellence as well as involvement in department productions have the opportunity to work with a faculty advisor during their senior year to focus intensively on a specific area of interest. An extensive reading list will be determined early in the fall semester and bi-weekly meetings with the advisor will be scheduled to guide this course of study. Students will be required to submit an honors thesis to the theatre department by the beginning of April. The Senior Honors Project may also include a production project related to the topic. Successful completion of this course confers departmental honors to graduating theatre majors.

By permission of instructor.

Variable credit.

Offered yearly.

WOMEN'S STUDIES

No major available.

Director: Dr. Krisanne Bursik

Minor in Women's Studies

The Women's Studies minor consists of interdisciplinary courses, as well as courses taught within a number of departments in the College of Arts and Sciences. The minor is designed to develop and integrate knowledge about women within the academic curriculum. It provides a focus for students wishing to expand their understanding of the problems of and options for women that extend across academic disciplines.

Courses constituting the minor in Women's Studies are devoted to an exploration of how women have confronted the biological, cultural, economic, political, psychological, religious and sociological conditions of their lives, as well as their changing concerns in historical and contemporary societies.

| Required Core Component | 6 Credits |
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|-------------------------|-----------|

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|-----------|----------------------------|
| 1) WS 111 | Women, History and Culture |
| | OR |
| WS 113 | Women, Science and Society |
| 2) WS 211 | Seminar in Women's Studies |

| Elective Courses | 12 Credits |
|------------------|------------|
|------------------|------------|

Four courses to be chosen from the following list. No more than two from any single department. For course descriptions, refer to the appropriate department of this catalog.

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|----------|--|
| CJN 290 | Women in Struggle on Film |
| EHS 391 | Domestic Violence, Abuse, and Neglect |
| ENG 387 | Women and Literature |
| GVT 203 | Women in World Politics |
| GVT 204 | Women in American Politics |
| GVT 205 | Women in African Politics |
| GVT 306 | Women and Public Policy |
| HIST 274 | Women in 19th Century Europe |
| HIST 275 | Women in 20th Century Europe |
| HIST 371 | U.S. Women's History: Colonial to 1865 |
| HIST 372 | U.S. Women's History: 1865 to Present |
| HIST 378 | Feminism Since 1965 |
| HIST 398 | Women and the Law in U.S. History |

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| HUM 221 | History of Women in Music |
| HUM 321 | Women, Art, and Society |

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| PHIL 228 | Feminist Philosophy |
| PHIL 265 | Women in Spirituality |

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| PSYCH 237 | Psychology of Women |
| PSYCH 301E | Research on Gender Role Development |

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|---------|-------------------------------|
| SOC 222 | Women in Struggle on Film |
| SOC 273 | Women in Contemporary Society |
| SOC 275 | Women and Crime |
| SOC 286 | Women and Work |
| SOC 355 | Women and Health |
| SOC 374 | Women's Diversity |

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| SPAN 405 | Women's Voices from Latin America |
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Advanced Topics

Students may wish to include specialized research and/or an internship as part of their minor program. They may do so by completing one of the following courses under the supervision of the Program Director or a member of the Women's Studies Committee:

- | | |
|--------|-----------------------------------|
| WS 503 | Field Study in Women's Studies |
| WS 511 | Directed Study in Women's Studies |

Information/Advising

Students wishing to minor in Women's Studies should see the Director of the Women's Studies Program.

Women's Studies Committee

Chairperson: Krisanne Bursik, *Psychology*; Amy Agigian, *Sociology*; Rosemarie DiBiase and Mary Flaherty, *Education and Human Services*; Judith R. Dushku, *Government*; Lynda Field, *Counseling Center*; Donna Giancola, *Philosophy*; Kathleen Grathwol, *English*; Melissa Haussman, *Government*; Sharon Kurtz, *Sociology*; Bette Mandl, *English*; Geraldine Manning, *Sociology*; Michele Plott, *History*; Alexandra Todd, *Sociology*; Lauri Umansky, *History*.

Women's Studies Courses

Women's Studies 111 – Women, History and Culture

Examines the roles and images of women in Western culture as reflected in such areas as art, literature, religion, philosophy and history.

1 term – 3 semester hours.

Normally offered every semester. **C a**

Women's Studies 113 – Women, Science and Society

Explores women's lives from the perspective of the social and natural sciences. Examines recent biological, sociological and psychological theories about gender and gender roles, as well as the impact of feminist scholarship on these areas.

1 term – 3 semester hours.

Normally offered every spring. **C a**

Women's Studies 211 – Seminar in Women's Studies

Provides a forum for in-depth discussion of interdisciplinary issues in the field of Women's Studies. Includes critical works in feminist theory and methodology, as well as current feminist scholarship in the social sciences. Open to students who have completed WS 111 or WS 113, or by consent of instructor.

1 term – 3 semester hours.

Normally offered every other year.

Women's Studies 503 – Field Study in Women's Studies

Field work placement in Women's Studies, under supervision. Open to juniors and seniors by special arrangement with a designated faculty member and the Director of Women's Studies.

1 term – 1-3 semester hours.

Offered every semester.

Women's Studies 511 – Directed Study in Women's Studies

Substantive reading/research in an area of special interest directed by a faculty member in the appropriate academic discipline. Open to juniors and seniors by special arrangement with the relevant faculty member and the Director of Women's Studies.

1 term – 3 semester hours.

Offered every semester.

THE NEW ENGLAND
SCHOOL
OF
ART &
DESIGN
SUFFOLK
UNIVERSITY

THE NEW ENGLAND SCHOOL OF ART & DESIGN AT SUFFOLK UNIVERSITY

Designing a restaurant interior, creating a web site or brochure, showing your work in a gallery – careers in art and design are varied and exciting. Experimentation and creativity are essential to study in this field, and equally important are a clearly defined sense of purpose and a comprehensive education. At The New England School of Art & Design at Suffolk University (NESADSU), you will explore your talents and abilities while learning to communicate through visuals. A NESADSU education offers the instruction, facilities and resources you need to become a successful working professional. And whether you choose interior design, graphic design or fine arts, you will find flexible programs that are designed to meet your educational and professional needs.

NESADSU is part of Boston's cultural center and community of artists. Located at 75 Arlington Street, we are within easy walking distance of world-class museums, galleries, theaters, cafes and shops. The School occupies approximately 26,000 square feet of newly renovated space, designed and furnished to meet the specific needs of art and design majors. As a NESADSU student, you'll have access to the resources of the entire University as well.

NESADSU was established in March 1996, by joining The New England School of Art & Design and Suffolk University. NESAD has more than 75 years of providing practical, personalized education to generations of aspiring artists and designers. Combined with Suffolk's liberal arts tradition, academic resources, ideal location and facilities, the art and design programs offered by NESADSU will inspire and prepare you for a career in the arts.

Mission Statement

The New England School of Art & Design at Suffolk University is a unit of the College of Arts and Sciences and functions as the University's art department. NESADSU offers a focused, disciplined study of the visual arts and design within a comprehensive liberal arts matrix. With major programs in interior design, graphic design, and fine arts, the School prepares its graduates to be creative, responsible members of a global society.

In order to remain responsive to our rapidly changing world, NESADSU employs a faculty of practicing professional artists and designers drawn largely from the local community who, through their preparation of future professionals, return to that community individuals whose artistic potential has been realized to the fullest extent possible. Beginning with a strong interdisciplinary Foundation Program, students are trained to be flexible, adaptable artists and designers who are capable of assimilating technological change as they invent the disciplines that will shape their future. Excellence in technique, the joy of creative expression, the ability to think critically, to problem solve and to accommodate change are all hallmarks of NESADSU's educational mission.

Goals

- To provide students with the intellectual and practical abilities necessary to attain creative and aesthetic excellence as well as rewarding careers as professional artists or designers.
- To provide students with an intensive professional art and design education coupled with a comprehensive foundation in the liberal arts.
- To instill in students a recognition of and appreciation for the value of the visual arts and their power to sustain and transform society.
- To ensure that students develop fluency in the essential elements of visual language and achieve proficiency in the use of classical media as well as new and emerging visual technologies.
- To assist students in developing clarity and strength in their work and to lend energy and expression to their insights, unifying talent and discipline with ideas and perceptions.
- To teach students to exercise their expertise as visual communicators in a socially responsible manner.
- To offer facilities and equipment appropriate to the study of art and design and reflective of the realities of the design professions for which students are being trained.

Our Faculty

As a student at NESADSU, you will have considerable contact with your instructors as well as with fellow students. Average class size is approximately 15 students, and maximum studio enrollment is 22. In computer classes, which have a maximum enrollment of 12 to 16, you are guaranteed your own workstation.

NESADSU draws its faculty from the ranks of currently practicing professional artists and designers. With the exception of program directors and nine full-time faculty, most of the approximately 60 current faculty members teach part-time while maintaining active involvement in their professions. They are, therefore, able to bring a particularly realistic, practical point of view of the profession into the classroom.

Computer Labs

State-of-the-art equipment can be found in six computer labs, four Macintosh-based and two IBM PC-compatible. Workstations are constantly being upgraded to meet the demands of professional computer graphics software. All of the labs have Internet access and are connected by a local area network providing access to printers and a file server. A variety of input devices are available including digital cameras, camcorders, drawing tablets, and flatbed and slide scanners. Enrollment in all computer courses is limited to one student per computer and students registered for computer courses are guaranteed regularly scheduled access to the labs outside of class time.

Library

In addition to the resources available at the University's Sawyer Library, NESADSU students have access to a departmental library containing a focused collection of resources for the study of interior design, graphic design, and the fine arts. The collection includes 6,600 books, 50 periodical subscriptions, 120 CD-ROM titles, 140 videotapes, and 20,000 slides.

The fine arts book collection includes works on the history of art, monographs on individual artists, manuals on technique, and material on the business aspects of the arts. The library actively collects monographs and exhibition catalogs on contemporary artists.

Graphic design resources include books on the history of design, typography, design techniques, business practice, graphic designers, and design annuals. There is also an extensive collection of books on graphic design software, as well as a collection of stock photography catalogs and clip art.

The study of interior design and the decorative arts is enhanced by a collection of books on historical periods and styles, antiques, the history of furniture, and preservation, as well as monographs on individual designers. Graphic standards, codes, ADA requirements and professional standards are also covered in depth. In addition to Sweet's catalogs on CD, there is also an extensive vertical file of product brochures. A separate materials library provides interior design students with a comprehensive collection of fabric samples, wall and floor coverings, plastic laminates, and paints.

CD-ROM and videotape collections cover the history and techniques of art and design, as well as various designers, and there is also a large clipping file for visual reference. The slide collection encompasses the history of art, graphic design, photography, architecture, and furniture.

Gallery 28

An exhibit space used for showcasing the talents of students, faculty and alumni, as well as outside artists and designers, Gallery 28 is ideal for opening receptions and social gatherings for the School.

Preparation for a Career in the Arts

The primary objective of NESADSU is to educate and train artists and designers so they may earn a living through their artwork. One of the ways we do this is a system of portfolio reviews. At the end of the first year, the Foundation Program director, along with various faculty members, reviews each student's work to date, evaluating strengths and weaknesses as they relate to the student's chosen program of study. Regularly scheduled reviews are required of all MA, BFA and Diploma candidates beginning in the freshman (Foundation) year (and of all Certificate candidates prior to graduation). During the remaining years, portfolio reviews are held periodically to assess work and plan strategies for improvement. In the senior year, each student will use the review experience to present a final selection of work to a panel of professional designers unaffiliated with the School. Portfolio reviews prepare students for the rigors of the employment market and help develop techniques for successful job placement. In addition to mandatory participation in portfolio reviews, all senior-level students are required to take part in their respective senior shows prior to graduation.

Programs

MA: Interior Design. Please consult the Graduate Programs section in this catalog for details.

BFA: Interior Design, Graphic Design and Fine Arts

Diploma: Interior Design, Graphic Design and Fine Arts

Certificate: Decorative Arts and Electronic Graphic Design

Bachelor of Fine Arts Degree Programs

These programs involve one year of foundation studies and three years of major program course work, with liberal arts and general academic studies. The objective of these programs is to enable students to combine an intensive professional art and design education with a comprehensive liberal arts component. The combination provides a competitive edge when job-hunting and strong preparation for those considering pursuit of an advanced degree in the arts.

In order to earn a Bachelor of Fine Arts (BFA), a student must complete 122 credits, of which approximately 58% (69 credits) will be studio and related courses, 12% (15 credits) art history, and 30% (38 credits) liberal arts studies. BFA candidates must complete a minimum of 30 credits at Suffolk University in order to be granted a degree.

Please see the individual program outlines for a list of required courses for your particular program.

Diploma Programs

The Diploma Programs in Interior Design, Graphic Design and Fine Arts are designed for those students who have already earned a college degree in an unrelated field and who are now seeking an intensive professional education leading to a career in one of these areas.

All Diploma Programs include comprehensive exposure to basic art and design principles and techniques, embodied in the Foundation Program, along with two years of intensive training in both the theoretical and practical aspects of either interior design, graphic design or fine arts. The Interior Design Diploma Program includes a compulsory liberal arts component (a minimum of 30 credits). However, students who have earned an undergraduate degree or who have already earned the 30-credit minimum may have those 30 credits transferred, leaving them to complete the same three

years of Foundation and Major Program coursework as Graphic Design and Fine Arts students. (Those students interested in Interior Design who have not yet satisfied the liberal arts portion of their program requirements are encouraged to consider instead the Bachelor of Fine Arts Degree Program in Interior Design.)

Students seeking the professional training of the Diploma Program in a less concentrated format may pursue the Diploma on a part-time basis. A student registered for fewer than 12 credits per semester is considered part-time. While the length of time required to complete a Diploma Program on a part-time basis will vary widely, the recommended maximum is six years. Course requirements are identical to those required of students in the full-time Diploma Programs. In either case, completion of the Foundation Program or its equivalent is a prerequisite for entry into any of the major programs.

Certificate Programs

Shorter-term, part-time, flexible programs with a narrower focus than the BFA or Diploma Programs are available in decorative arts and electronic graphic design. For curriculum specifics and admission requirements, see the Decorative Arts Certificate Program and Electronic Graphic Design Certificate Program sections in this catalog.

Educator Licensure in Visual Art

Suffolk University's Department of Education and Human Services offers graduate and undergraduate programs leading to both Initial Licensure and Professional Licensure in Visual Art. Taken in conjunction with studio art courses at NESADSU, these programs enable graduates to teach visual art in public secondary schools in Massachusetts (and other states belonging to the NASDTEC Certification Compact). For information, please contact Dr. Sarah M. Carroll, Director of Teacher Preparation, at (617) 573-8261 or scarroll@suffolk.edu.

Continuing Education Division

The many options of the continuing education division offer opportunities to take courses for career or personal enrichment or to investigate a possible career change. Continuing education status students are not eligible to earn a Degree, Diploma, or Certificate until they apply and are accepted to a formal program of study. When all admission requirements are met, applicable credits earned as a continuing education student may be transferred toward program requirements. A tuition differential will be assessed for any courses transferred from the Continuing Education Division toward a formal program of study. Please note that a maximum of 30 credits earned as a continuing education student can be applied toward degree or diploma requirements. For more information about the Continuing Education Division call (617) 573-8785 to request a catalog.

FOUNDATION PROGRAM

Professor: Brown (Program Director)

Associate Professors: Bartnick, Goldstein, Nichter, Novick

Instructor: Giuliano

Master Lecturers: Barzaghi

Senior Lecturers: Andrade, Hull, Thurston

Lecturers: Ainslie, Rachins

The purpose of the Foundation Program is to offer students a challenging view of the diverse and dynamic world of art and design. The aim of the program is to teach students to perceive with freshness and insight, and to execute visual ideas with confidence and precision as they move toward further study in their chosen major program.

Foundation studio courses are designed to cover intensive instructional ground at each class session. They involve supervised studio work time where students learn to master new techniques and concepts. For these reasons, consistent attendance is mandatory in Foundation courses. Therefore a maximum of four absences per semester in any course will be permitted; five or more will result in a grade of "F" for the course. It is the responsibility of the student to negotiate exceptions to this policy, in writing, prior to the end of the semester, with both the Foundation Program director and the instructor, who may impose additional conditions upon the student. Requests for incomplete grades must be made prior to the end of the semester and students will have a maximum of 30 days from the last class to complete the unfinished work.

The Foundation Program or its equivalent is a prerequisite for entry into any of the Major Programs. Non-Art majors and Undecided majors must take ART 01 (Jumpstart Art) concurrently with first semester Foundation studio courses (or must have completed two years of high school art prior to registering for Foundation studio courses).

Non-Art majors seeking to become BFA candidates must complete two Foundation level studio courses – normally Foundation Drawing I (ADF S101) and 2-Dimensional Design (ADF S151) – with a combined GPA of 3.0 (B) or higher for those courses, and no grade below B- (2.7). Such students are also required to take Jumpstart Art (ART 01) concurrently with these courses.

Foundation BFA Requirements

| Year 1 | | Credits |
|------------------------------------|--|---------|
| <i>Fall Semester</i> | | |
| ADF S101 | Foundation Drawing I | 3 |
| ADF S143 | Color | 3 |
| ADF S151 | 2-Dimensional Design..... | 3 |
| IS 111 | Sciences and Humanities..... | 3 |
| <i>Interior Design Majors add:</i> | | |
| ADI S108 | Perspective & Rendering | 3 |
| <i>Graphic Design Majors add:</i> | | |
| ENG 101 | Freshman English I..... | 3 |
| <i>Fine Arts Majors add:</i> | | |
| | Rhetorical Communication or Ethics | 3 |
| TOTAL | | 15 |

| | | |
|------------------------------|------------------------------|----------------|
| <i>Spring Semester</i> | | <i>Credits</i> |
| ADF S102 | Foundation Drawing II | 3 |
| ADF S152 | 3-Dimensional Design..... | 3 |
| IS 112 | Sciences and Humanities..... | 3 |

| | | |
|------------------------------------|--------------------------------------|----|
| <i>Interior Design Majors add:</i> | | |
| ADI S104 | Drafting Studio | 3 |
| ADI S106 | Interior Design Communications | 3 |
| <i>Graphic Design Majors add:</i> | | |
| ADF S154 | Design: Issues & Process..... | 3 |
| ENG 102 | Freshman English II | 3 |
| <i>Fine Arts Majors add:</i> | | |
| ADF S123 | Painting..... | 3 |
| ADF S154 | Design: Issues & Process..... | 3 |
| TOTAL | | 15 |

Foundation Diploma Requirements

| Year 1 | | Credits |
|------------------------------------|-------------------------------|---------|
| <i>Fall Semester</i> | | |
| ADF S101 | Foundation Drawing I | 3 |
| ADF S143 | Color | 3 |
| ADF S151 | 2-Dimensional Design..... | 3 |
| ADF 181 | Ideas of Western Art I | 3 |
| <i>Interior Design Majors add:</i> | | |
| ADI S108 | Perspective & Rendering | 3 |
| <i>Graphic Design Majors add:</i> | | |
| Studio Elective | | 0-3 |
| TOTAL | | 12-15 |

| | | |
|------------------------|------------------------------|---|
| <i>Spring Semester</i> | | |
| ADF S102 | Foundation Drawing II | 3 |
| ADF S152 | 3-Dimensional Design..... | 3 |
| ADF 182 | Ideas of Western Art II..... | 3 |

| | | |
|--|--------------------------------------|----|
| <i>Interior Design Majors add:</i> | | |
| ADI S104 | Drafting Studio | 3 |
| ADI S106 | Interior Design Communications | 3 |
| <i>Graphic Design and Fine Art Majors add:</i> | | |
| ADF S123 | Painting..... | 3 |
| ADF S154 | Design: Issues & Process..... | 3 |
| TOTAL | | 15 |

Course Descriptions

The letter "S" preceding a course number indicates a studio course, for which a studio fee will be assessed. See "Tuition and Fees" for further information.

ART 01 – Jumpstart Art

A 10-week introduction to basic studio skills and concepts for Non-Art majors and Undecided majors who lack exposure to the fundamentals of art and design. The course is designed to support these students and to ensure their success in the studio. Non-Art majors and Undecided majors must take ART 01 concurrently with first semester Foundation studio courses (or must have completed two years of high school art prior to registering for Foundation studio courses).

Offered every semester (10 weeks/20 class meetings);
non-credit/tuition free for matriculated students.

ADF S101 – Foundation Drawing I

Since learning to draw involves learning to see, Foundation Drawing I stresses the development of this essential visual skill. Observational and conceptual exercises explore the use of a broad vocabulary of materials, techniques and treatments of the drawn image.

Normally offered each semester.
3 credits.

ADF S102 – Foundation Drawing II

This course will build upon and refine the basic skills developed in *Foundation Drawing I* (ADF S101). More intensive work with the human figure will provide exposure to gesture and anatomy, while color materials such as pastels and oil bars will expand technical possibilities. Issues of expression and interpretation will be introduced as students begin to develop a more sophisticated and personal approach to drawing images and style.

Prerequisite: ADF S101.
Normally offered each semester.
3 credits.

ADF S123 – Painting

This introductory painting course will familiarize students with the materials and methods basic to acrylic and oil painting. Through a series of in-class exercises and outside assignments, students will learn to convey form and space through the languages of realism and abstraction by working both from observation and the imagination. Emphasis will be placed on the development of disciplined technical skills as well as the exploration of painting's potential as a medium of creative visual expression.

Prerequisite: ADF S143.
Normally offered spring semester.
3 credits.

ADF S143 – Color

The study of color is supportive of all studio disciplines and is vital to our understanding of all visual media. This course features a hands-on approach to color study as students create, modify, and master colors, hues, values, and strengths through the direct mixing and application of paint. Also explored will be issues of color harmony, chromatic light and space, assimilation, and color psychology, as well as past and present views on the use of color in art and design. This intensive focus on the specific issues of color gives NESADSU students experience with and flexibility in the use of color in their work.

Normally offered fall and spring semesters.
3 credits.

ADF S151 – 2-Dimensional Design

The goal of this course is to develop proficiency in the logic and structure of two-dimensional organization. Emphasis will be placed on the essential elements of visual language: line, shape, value, texture, rhythm, and scale. Students will learn to develop dynamic approaches to effective visual communication by combining these divergent elements into a unified whole.

Normally offered each semester.
3 credits.

ADF S152 – 3-Dimensional Design

Good design, from architecture and urban spaces to the smallest utilitarian object, makes our world livable by enriching it visually. This course focuses on developing students' vocabulary in the elements and principles of three-dimensional form. Volume, mass, and plane will be explored as students learn to see and think in the round. We will look at the role of scale, light, texture, negative space, proportion, thematic and structural relationships in the creation of forms which activate space and engage the viewer.

Prerequisite: ADF S151.
Spring semester.
3 credits.

ADF S154 – Design: Issues & Process

This course involves comprehensive design projects which concern more advanced visual issues, executed in a wide variety of media. Decision-making in the creative process and the development of strong design concepts will be emphasized. Areas of study will include: an investigation of the "real world" concerns of fine artists and designers, non-Western imagery and culture, and visual social engagement.

Prerequisite: ADF S151.
Spring semester.
3 credits.

ADF S156 – Imaging

This Foundation studio is required of Fine Arts and Graphic Design majors. The course focuses on the techniques and technologies of image capture, manipulation and output, and on how these methods of visual image generation will be used by artists and designers of the 21st century. Black and white photography, the copy, scanning, and an introduction to Adobe Photoshop will be covered in weekly and longer-length assignments.

Prerequisites: ADF S101, ADF S151.
Fall semester.
3 credits.

ADF 181, 182 – Ideas of Western Art I & II

This is a two-semester lecture course designed to acquaint students with the major concepts and ideas of Western art, from pre-historic to contemporary art. The objective of this one-year survey course is to provide a path by which the student may take the ideas and lessons extracted from the study of art history and turn those ideas into meaningful insights to be utilized in the studio.

Fall and spring semesters.
3 credits per semester.

FINE ARTS

Associate Professors: Bartnick, Brown, Goldstein
(Program Director)

Master Lecturers: Barzaghi, Weisberg

Senior Lecturers: Andrade, Thurston

Lecturers: Hansen-Kawada

The Fine Arts are a manifestation of the creative mind, influencing and influenced by prevailing social issues, and reflecting the energy of contemporary society. Our role as an institution is to guide students through the wide range of possibilities open to exploration. Our mission is to assist them in developing clarity and strength in their work, and to give energy and expression to their insights, unifying talent and discipline with ideas and perceptions.

Program Options

- Bachelor of Fine Arts Degree Program in Fine Arts
- Diploma Program in Fine Arts

Career Options

Fine Arts graduates may choose to pursue careers as professionals – producing, exhibiting and selling their work. Artists often work in design fields utilizing their aesthetic expertise. Careers in teaching, arts administration, public arts programs, curating and writing on the arts are also avenues open to graduates. The BFA program in Fine Arts also affords students the opportunity to lay the groundwork for graduate-level study, leading to a more advanced level of involvement in each of these areas.

Fine Arts BFA Requirements

| First Year | | Credits |
|------------------------|--|---------|
| <i>Fall Semester</i> | | |
| ADF S101 | Foundation Drawing I | 3 |
| ADF S143 | Color | 3 |
| ADF S151 | 2-Dimensional Design..... | 3 |
| IS 111 | Sciences and Humanities..... | 3 |
| | Rhetorical Communication or Ethics | 3 |
| TOTAL | | 15 |
| <i>Spring Semester</i> | | |
| ADF S102 | Foundation Drawing II | 3 |
| ADF S123 | Painting | 3 |
| ADF S152 | 3-Dimensional Design..... | 3 |
| ADF S154 | Design: Issues & Process..... | 3 |
| IS 112 | Sciences and Humanities..... | 3 |
| TOTAL | | 15 |

| Second Year | | Credits |
|----------------------|---------------------------------------|---------|
| <i>Fall Semester</i> | | |
| ADF S156 | Imaging..... | 3 |
| ADF 181 | Ideas of Western Art I OR | |
| HUM 105 | Art History I | 3 |
| ADFA S201 | Drawing: Structure & Expression | 3 |
| ADFA S251 | Printmaking Studio..... | 3 |
| ENG 101 | Freshman English I..... | 3 |
| TOTAL | | 15 |

| | | |
|------------------------|---------------------------------------|----|
| <i>Spring Semester</i> | | |
| ADF 182 | Ideas of Western Art II OR | |
| HUM 106 | Art History II | 3 |
| ADFA S202 | Drawing: Structure & Expression | 3 |
| ADFA S252 | Paper Studio..... | 3 |
| ENG 102 | Freshman English II | 3 |
| | Math or Computer Science | 3 |
| TOTAL | | 15 |

| Third Year | | Credits |
|----------------------|--------------------------|---------|
| <i>Fall Semester</i> | | |
| ADFA S241 | Advanced Painting | 3 |
| ADFA S271 | Fine Arts Seminar I..... | 3 |
| ADFA S361 | Figure Studio: 2D..... | 3 |
| | Humanities..... | 3 |
| | Social Science | 3 |
| TOTAL | | 15 |

| | | |
|------------------------|--------------------------|----|
| <i>Spring Semester</i> | | |
| ADFA S242 | Sculpture Studio | 3 |
| ADFA S272 | Fine Arts Seminar I..... | 3 |
| ADFA S362 | Figure Studio: 3D | 3 |
| | Humanities..... | 3 |
| | Social Science | 3 |
| TOTAL | | 15 |

| Fourth Year | | Credits |
|----------------------|---------------------------|---------|
| <i>Fall Semester</i> | | |
| ADFA S344 | 2D/3D Interplay | 3 |
| ADFA S371 | Fine Arts Seminar II..... | 3 |
| | Art History Elective..... | 3 |
| | Art History Elective..... | 3 |
| | Natural Science | 4 |
| TOTAL | | 16 |

| | | |
|------------------------|---------------------------|-----|
| <i>Spring Semester</i> | | |
| ADFA S372 | Fine Arts Seminar II..... | 3 |
| ADFA S410 | Senior Thesis | 3 |
| | Studio Elective** | 3 |
| | Art History Elective..... | 3 |
| | Natural Science | 4 |
| TOTAL | | 16 |
| BFA PROGRAM TOTAL* | | 122 |

*Within the 122 credit requirement, you must take 3 credits of cultural diversity course work. (Please see the Suffolk University Academic Catalog for details.)

**Content subject to approval of Fine Arts Program Director.

Fine Arts Diploma Requirements

| First Year | | Credits |
|------------------------|---------------------------------------|----------------|
| <i>Fall Semester</i> | | |
| ADF S101 | Foundation Drawing I | 3 |
| ADF S143 | Color | 3 |
| ADF S151 | 2-Dimensional Design..... | 3 |
| ADF 181 | Ideas of Western Art I..... | 3 |
| TOTAL | | 12 |
| <i>Spring Semester</i> | | |
| ADF S102 | Foundation Drawing II | 3 |
| ADF S123 | Painting..... | 3 |
| ADF S152 | 3-Dimensional Design..... | 3 |
| ADF S154 | Design: Issues & Process | 3 |
| ADF 182 | Ideas of Western Art II..... | 3 |
| TOTAL | | 15 |
| Second Year | | Credits |
| <i>Fall Semester</i> | | |
| ADF S156 | Imaging..... | 3 |
| ADFA S201 | Drawing: Structure & Expression | 3 |
| ADFA S241 | Advanced Painting | 3 |
| ADFA S251 | Printmaking Studio..... | 3 |
| ADFA S271 | Fine Arts Seminar I..... | 3 |
| TOTAL | | 15 |
| <i>Spring Semester</i> | | |
| ADFA S202 | Drawing: Structure & Expression | 3 |
| ADFA S242 | Sculpture Studio | 3 |
| ADFA S252 | Paper Studio..... | 3 |
| ADFA S272 | Fine Arts Seminar I..... | 3 |
| TOTAL | | 12 |
| Third Year | | Credits |
| <i>Fall Semester</i> | | |
| ADFA S320 | Painting Materials and Methods | 3 |
| ADFA S344 | 2D/3D Interplay | 3 |
| ADFA S361 | Figure Studio: 2D..... | 3 |
| ADFA S371 | Fine Arts Seminar II..... | 3 |
| TOTAL | | 12 |
| <i>Spring Semester</i> | | |
| ADFA S362 | Figure Studio: 3D..... | 3 |
| ADFA S372 | Fine Arts Seminar II..... | 3 |
| ADFA S410 | Senior Thesis | 3 |
| ADFA S343 | Advanced Sculpture OR | |
| ADG S233 | Photography OR | |
| ADFA S500/500 | Fine Arts Directed Study..... | 3 |
| TOTAL | | 12 |
| DIPLOMA PROGRAM TOTAL | | 78 |

Fine Arts Course Descriptions

Courses in the Fine Arts Program have as a prerequisite the completion of the Foundation Program or its equivalent. Exceptions may be made only with permission of the instructor and the Fine Arts Program Director. The letter "S" preceding a course number indicates a studio course, and a studio fee will be assessed. See "Tuition and Fees" for further information.

ADFA S201, 202 – Drawing: Structure & Expression

This is an experimental drawing class which accesses sources from traditional and contemporary art. A variety of materials will be used to explore the figure, the still life and other subjects.

Normally offered fall and spring semesters.

3 credits per semester.

ADFA S212 – Figure Painting Studio I

For centuries the figure has been a vehicle for artists to develop their own vocabulary or vision. In this figure studio course, students will learn to expand their skills and voice while working from life. They will also be encouraged to develop their own point of view, both through choice of materials and stylistic approach.

Normally offered fall semester.

3 credits.

ADFA S216 – Figure Painting Studio II

A continuation of the skills learned in Figure Painting Studio I (ADFA S212).

Prerequisite: ADFA S212.

Normally offered spring semester.

3 credits.

ADFA S241 – Advanced Painting

This course will involve the concepts and techniques of modernist and post-modern painting. Individual student approaches to abstract and non-objective painting space and images will be developed through a series of open-ended assignments, lectures, critiques and discussion. A substantial block of independent studio time allows students to focus on creating a body of work that responds to contemporary issues in painting.

Prerequisite: ADF S123.

Normally offered fall semester.

3 credits.

ADFA S242 – Sculpture Studio

A focused study of the ways in which form can be developed three-dimensionally. Students will use traditional and non-traditional materials to explore the language of form in space. The study of late 20th and 21st century artists will help provide concepts from which students can devise their own work.

Normally offered spring semester.

3 credits.

ADFA S251 – Printmaking Studio

This course is designed to familiarize students with the printmaking studio and various printmaking mediums. Through extensive exposure to a number of techniques, they will be expected to develop a portfolio of prints during class and in independent studio time.

Normally offered fall semester.

3 credits.

ADFA S252 – Paper Studio

This course will lead the student from the basics of making hand-made paper through the many applications of the medium. In two-dimensional form, book arts and alternative photography processes will be explored. In three dimensions, the emphasis will be on paper as a sculptural medium.

Normally offered spring semester.

3 credits.

ADFA S271, 272 – Fine Arts Seminar I

This course is designed to aid students in developing their maturity as artists through the study of issues of creative process and its manifestations. Visiting artists and weekly gallery visits aid in examining the works of contemporary professionals. Assignments examine aspects of current art making in order to assist students in creating a personal vision for their work.

Normally offered fall and spring semesters.

3 credits per semester.

ADFA S281 – Shop Design and Techniques

This course explores various processes and techniques that may be used by artists or designers to fully realize their design potential and will allow students to broaden the range of project solutions available to them. Through a series of technical assignments, students will gain expertise in model-making, woodworking, and metal fabrication techniques that may be used in sculpture, furniture, industrial design, and contemporary highbreds. The safe and efficient use of wood- and metal-working tools and equipment will form a significant component of the course.

Prerequisite: ADF S152 or instructor permission.

Normally offered each semester.

3 credits.

Studio elective; open to all majors.

ADFA S320 – Painting Materials and Methods

This course involves a more focused study of paint application methods and materials. Each week, small individual studies will be devoted to glazing, drybrush, impasto, hatching and “brushless” gradation in oil. Wax encaustic, egg tempera and fresco will also be explored. Information and skills acquired during the course will be applied to a long-term project based on the altarpiece format. For this project, student work may be purely abstract or representational, depending on personal direction.

Normally offered spring semester.

3 credits.

ADFA S342 – Advanced Sculpture

In this course students will explore contemporary sculptural issues, using a variety of found and generated materials. The process of installation, wall, floor, self-supported pieces and environmental works will be investigated.

Prerequisite: ADFA S242.

Normally offered spring semester.

3 credits.

ADFA S344 – 2D/3D Interplay

This course asks the student to question the relationship between the two-dimensional and three-dimensional as it has been explored in the 20th century. Through the use of found materials and generated imagery, students will create unified works which discuss the play between illusionistic space and tangible space.

Prerequisite: ADF S151.

Fall semester.

3 credits.

ADFA S361 – Figure Studio: 2D

An advanced figurative painting and drawing course during which students will work directly from the same models for multiple sessions. Students will develop a personal palette through careful observation of color, light and form. Familiarization of the work of contemporary and traditional figurative painters will enhance the student's understanding of the medium.

Normally offered fall semester.

3 credits.

ADFA S362 – Figure Studio: 3D

The figure is fully understood through the knowledge of its actual three-dimensional volumes. In this second semester course, students work with basic sculptural mediums in an effort to grasp the gesture, weight and planar structure of the figure. Building with various materials on an armature, students learn additive and subtractive techniques. Basic casting from the sculpted work may be introduced.

Normally offered spring semester.

3 credits.

ADFA S371, 372 – Fine Arts Seminar II

A continuation of *Fine Arts Seminar I* (ADFA S271, 272), this course focuses the students on their individual issues and processes. With a view toward their senior exhibition, students are asked to develop a clarified body of work.

Prerequisite: ADFA S271, 272.

Normally offered fall and spring semesters.

3 credits.

ADFA 400 – Fine Arts Internship

An elective course for those who wish to pursue issues of artistic development to a further degree, this internship may involve assisting an established member of the local art community (in his or her studio) in the preparation, marketing and exhibition of his or her work. Internships in area galleries or museums are also an option. The purpose of the internship will be to give the student experience in real world aspects of the artistic life for which he or she has so far prepared only in a classroom setting. Participating students will earn credit based on the number of hours devoted to the internship. One credit will be given for every 45 hours of internship time, and all hours must be verified in writing for credit to be given.

Prerequisite: Third year diploma or senior BFA status.

Normally available each semester.

Credits will vary.

ADFA S410 – Senior Thesis

This senior-level course readies the student for the furtherance of his or her career as a creative artist. Through the development of a written artist's statement, slide and electronic documentation and the charting of their individual artistic lineage, students will begin to place themselves within the context of the contemporary art world.

Prerequisite: Third year diploma or senior BFA status.

Offered spring semester.

3 credits.

ADFA S500/500 – Fine Arts Directed Studio/Study

The student completes a directed study project, either studio (ADFA S500) or non-studio (ADFA 500), under the supervision of a fine arts faculty member. Please see "Directed Study" elsewhere in this catalog for details. Independent study forms are available from the Office of the Academic Dean and Registrar. All independent study request forms must be accompanied by a written proposal and must be approved by the individual faculty member, the Fine Arts Program Director, the NESADSU Chairman, and the Academic Dean.

Available every semester.

Credits vary.

GRAPHIC DESIGN

Associate Professors: Fuchel, Golly (*Program Director*)

Assistant Professor: Marosek

Master Lecturer: Chandler

Senior Lecturers: Bianco, Daly, Keem

Lecturers: Gully, Murray, Sarantopoulos, Skelly, Wood-Mann

Graphic designers convert ideas, information, and emotions into visual symbols designed to influence the way our society perceives people, products and issues. Utilizing their design skills and their knowledge of typography, illustration, photography, printing, electronic media and design history, graphic designers produce the visual communications which persuade and inform all of us.

The graphic design programs at NESADSU are intended to equip students with the intellectual and practical abilities that are required of graphic communicators and problem-solvers. While the computer is an important tool in the execution of a student's ideas, emphasis must first be placed on analysis, concept development, drawing skills, the communication of ideas and, ultimately, on the formulation of an appropriate solution to the design problem. A thorough understanding of the role of the computer in design, and a familiarity with its effective use, is also essential. The primary emphasis of all courses, however, remains the conceptual, creative process.

Program Options

- Bachelor of Fine Arts Degree Program in Graphic Design
- Diploma Program in Graphic Design
- Electronic Graphic Design Certificate Program

Each of the program options is designed to meet the needs of the student, taking into consideration his or her interests, academic background, employment goals and commitment level.

Professional training in graphic design requires a broad-based exposure to graphic design issues, along with the opportunity to develop a personal style and a unique point of view as a visual communicator and problem solver. Therefore, the program has been structured to allow for this multidisciplinary approach by requiring a prescribed set of courses in typography, design, history, illustration and the use of the computer as a design tool.

At the same time, the student chooses several studio electives in order to investigate more fully an area of particular interest.

The goal of the Graphic Design Program is to develop design professionals who are prepared to work in their field. Graduates may seek employment in any number of areas including:

- Advertising Design
- Broadcast Design
- Graphic Design
- Multimedia and Web Site Design
- Publication Design
- Newspaper and Magazine Design
- Corporate Design
- Production
- Freelance Design

BFA Program

| First Year | Credits |
|-------------------------------------|-----------|
| <i>Fall Semester</i> | |
| ADF S101 Foundation Drawing I | 3 |
| ADF S143 Color | 3 |
| ADF S151 2-Dimensional Design..... | 3 |
| IS 111 Sciences and Humanities..... | 3 |
| ENG 101 Freshman English I..... | 3 |
| TOTAL | 15 |

| | |
|--|-----------|
| <i>Spring Semester</i> | |
| ADF S102 Foundation Drawing II | 3 |
| ADF S152 3-Dimensional Design..... | 3 |
| ADF S154 Design: Issues & Process..... | 3 |
| IS 112 Sciences and Humanities..... | 3 |
| ENG 102 Freshman English II | 3 |
| TOTAL | 15 |

| Second Year | Credits |
|--|-----------|
| <i>Fall Semester</i> | |
| ADF S156 Imaging..... | 3 |
| ADF 181 Ideas of Western Art I OR | |
| HUM 105 Art History I | 3 |
| ADG S201 Basic Typography | 3 |
| ADG S206 Graphic Design I..... | 3 |
| ADG S219 Computer Applications in Design | 3 |
| TOTAL | 15 |

| | |
|---|-----------|
| <i>Spring Semester</i> | |
| ADF S123 Painting | 3 |
| ADF 182 Ideas of Western Art II OR | |
| HUM 106 Art History II | 3 |
| ADG S202 Computer Typography | 3 |
| ADG S207 Graphic Design II..... | 3 |
| ADG S213 Introduction to New Media OR | |
| ADG S354 Advanced Computer Applications | 3 |
| TOTAL | 15 |

Third Year Credits

Fall Semester

| | | |
|--------------|--------------------------------------|-----------|
| ADG S213 | Introduction to New Media OR | |
| ADG S354 | Advanced Computer Applications | 3 |
| ADG S214 | Illustration | 3 |
| | Studio Elective | 3 |
| | Social Science | 3 |
| | Natural Science | 4 |
| TOTAL | | 16 |

Spring Semester

| | | |
|--------------|--|-----------|
| ADG 224 | History of Graphic Design | 3 |
| | Studio Elective | 3 |
| | Rhetorical Communication or Ethics | 3 |
| | Social Science | 3 |
| | Natural Science | 4 |
| TOTAL | | 16 |

Fourth Year Credits

Fall Semester

| | | |
|--------------|-------------------------------|-----------|
| ADG S344 | Graphic Design III..... | 3 |
| | Studio Elective | 3 |
| | Art History Elective..... | 3 |
| | Humanities..... | 3 |
| | Math or Computer Science..... | 3 |
| TOTAL | | 15 |

Spring Semester

| | | |
|---------------------------|----------------------------|------------|
| ADG 337 | Professional Practice..... | 3 |
| ADG S345 | Graphic Design IV | 3 |
| ADG 400 | Internship OR | |
| ADG S410 | Thesis Studio..... | 3 |
| | Humanities..... | 3 |
| | Art History Elective..... | 3 |
| TOTAL | | 15 |
| BFA PROGRAM TOTAL* | | 122 |

*Within the 122 credit requirement, you must take 3 credits of cultural diversity course work. (Please see the Suffolk University Academic Catalog for details.)

STUDIO ELECTIVES (SUBJECT TO CHANGE)

| | | |
|---|---|---------------|
| Computer courses (through Continuing Education Division)..... | | 1 OR 2 |
| ADG S208 | Advertising Design..... | 3 |
| ADG S233 | Photography..... | 3 |
| ADG S334 | Electronic Publication Design..... | 3 |
| ADG S340 | Multimedia | 3 |
| ADG S341 | Advanced Multimedia..... | 3 |
| ADG S348 | Advanced Illustration | 3 |
| ADG S360 | Corporate Design | 3 |
| ADG S365 | Digital Photography for Artists and Designers | 3 |
| ADFA S251 | Printmaking Studio..... | 3 |
| ADFA S252 | Paper Studio..... | 3 |

Diploma Program

First Year Credits

Fall Semester

| | | |
|--------------|-----------------------------|--------------|
| ADF S101 | Foundation Drawing I | 3 |
| ADF S143 | Color | 3 |
| ADF S151 | 2-Dimensional Design..... | 3 |
| ADF 181 | Ideas of Western Art I..... | 3 |
| | Studio Elective | 0-3 |
| TOTAL | | 12-15 |

Spring Semester

| | | |
|--------------|-------------------------------|-----------|
| ADF S102 | Foundation Drawing II | 3 |
| ADF S123 | Painting..... | 3 |
| ADF S152 | 3-Dimensional Design..... | 3 |
| ADF S154 | Design: Issues & Process..... | 3 |
| ADF 182 | Ideas of Western Art II..... | 3 |
| TOTAL | | 15 |

Second Year Credits

Fall Semester

| | | |
|--------------|---------------------------------------|-----------|
| ADF S156 | Imaging..... | 3 |
| ADG S201 | Basic Typography | 3 |
| ADG S206 | Graphic Design I..... | 3 |
| ADG S214 | Illustration | 3 |
| ADG S219 | Computer Applications in Design | 3 |
| TOTAL | | 15 |

Spring Semester

| | | |
|--------------|--------------------------------------|--------------|
| ADG S202 | Computer Typography | 3 |
| ADG S207 | Graphic Design II..... | 3 |
| ADG 224 | History of Graphic Design | 3 |
| ADG S213 | Introduction to New Media OR | |
| ADG S354 | Advanced Computer Applications | 3 |
| | Studio Elective(s) | 0-3 |
| TOTAL | | 12-15 |

Third Year Credits

Fall Semester

| | | |
|--------------|--------------------------------------|-----------|
| ADG S213 | Introduction to New Media OR | |
| ADG S354 | Advanced Computer Applications | 3 |
| ADG S344 | Graphic Design III..... | 3 |
| | Studio Elective | 3 |
| | Studio Elective | 3 |
| TOTAL | | 12 |

Spring Semester

| | | |
|------------------------------|----------------------------|--------------|
| ADG 337 | Professional Practice..... | 3 |
| ADG S345 | Graphic Design IV | 3 |
| ADG 400 | Internship OR | |
| ADG S410 | Thesis Studio..... | 3 |
| | Studio Elective | 3 |
| TOTAL | | 12 |
| DIPLOMA PROGRAM TOTAL | | 78-84 |

STUDIO ELECTIVES (SUBJECT TO CHANGE)

| | |
|--|------|
| Computer courses (through Continuing Education Division).....1 | OR 2 |
| ADG S208 Advertising Design.....3 | |
| ADG S233 Photography.....3 | |
| ADG S334 Electronic Publication Design.....3 | |
| ADG S340 Multimedia.....3 | |
| ADG S341 Advanced Multimedia.....3 | |
| ADG S348 Advanced Illustration.....3 | |
| ADG S360 Corporate Design.....3 | |
| ADG S365 Digital Photography for Artists and Designers.....3 | |
| ADFA S251 Printmaking Studio.....3 | |
| ADFA S252 Paper Studio.....3 | |

Graphic Design Course Descriptions

Courses in the Graphic Design Program numbered from 1 to 99 may be applied toward Electronic Graphic Design Certificate Program requirements only, and may not be applied toward the requirements of either the BFA or Diploma Programs in Graphic Design but may be used as studio electives. Courses numbered 200 and above have as a prerequisite the completion of the Foundation Program or its equivalent. Exceptions may be made only with the permission of the instructor and the Graphic Design Program Director. The letter "S" preceding the course number indicates a studio course.

ADG 01 – Mac Basics

This introductory course on the Apple Macintosh will provide an overview of the Mac as an artistic tool, as well as a solid foundation in the organization of the Macintosh operating system. Lectures will familiarize students with the language of computers, and the class will explore three of the most commonly used programs: Adobe Illustrator, Adobe Photoshop and Quark XPress. Assignments and readings will reinforce in-class instruction.

Normally offered each semester.

Non-credit.

ADG S03 – Adobe Illustrator

This software package is a vector-based drawing program used by designers and illustrators to create artwork for print and the web. The course covers the software's essential features including mastering tools for developing drawings and logos, as well as the creation of information graphics and charts.

Certificate prerequisite: ADG 01 or prior Macintosh experience, preferably with a graphics package.

Normally offered each semester.

2 credits.

ADG S04 – Quark XPress

Quark XPress is the software package of choice for many of today's leading graphic design and desktop publishing firms. This program allows the designer to merge graphics and text in a variety of sophisticated ways. In the first half of the course, the student will learn the special strengths of this software, which allow it to handle precise typographic refinements. The second half of the course covers the more complex techniques and commands utilized in the production of more advanced documents.

Certificate prerequisite: ADG 01 or prior Macintosh experience, preferably with word processing and graphics packages.

Normally offered each semester.

2 credits.

ADG S06 – Adobe Photoshop

This versatile software package allows the designer to create computer-generated photo montages, collages, and video imagery in their design projects. The course will cover painting and drawing options, photo-manipulation, masks, color-correction, pre-press issues, and the use of layers to make composite images. Students will also learn how to save files for the Web.

Certificate prerequisite: ADG 01 or prior Macintosh experience, preferably with a graphics package.
Normally offered each semester.
2 credits.

ADG S17 – Electronic Pre-Press

Adobe Illustrator, Adobe Photoshop and Quark XPress are sophisticated graphic design packages which respond to printing in a variety of ways. Through a series of lectures, printing assignments using different software applications and supplemental readings, the student will become familiar with the basics of Macintosh out-putting systems, the preparation of files for proofing, final film, on-screen vs. output color usage and Postscript (page-layout) files.

Certificate prerequisite: ADG S03, ADG S04, ADG S06.
Normally offered summer semester.
2 credits.

ADG S18 – Portfolio

The focus of this course will be the preparation of a portfolio which demonstrates proficiency in graphic design, typography, concept and craftsmanship. Students will tailor their portfolios to their areas of interest and design concentration.

Normally offered summer semester.
1.5 credits.
Please note: This course should be taken toward the end of the Certificate curriculum.

ADG S20 – Introduction to Graphic Design

This is a basic hands-on design class with emphasis on the creative process. Assignments will include logo, advertisement and poster type design. Course material will include typography, layout, rendering and production. In-class critiques will develop the students' problem-solving and design development skills, making this class a must for anyone interested in the field of graphic design.

Please note: This is not a computer course.
Normally offered each semester.
1.5 credits.

ADG S201 – Basic Typography

This course will introduce students to the creative use of typography in the design process and will provide them with the skills and knowledge necessary to accurately specify and render type.

Normally offered fall and summer semesters.
3 credits.

ADG S202 – Computer Typography

This advanced course focuses on the translation of the historical knowledge and hand skills learned in *Basic Typography* into an electronic format. Students will learn how to produce quality type in electronic format as well as experiment with and explore type through electronic manipulation.

BFA/Diploma prerequisites: ADG S201, ADG S219.
Certificate prerequisites: ADG S04, ADG S201.
Normally offered spring semester.
3 credits.

ADG S206 – Graphic Design I

Emphasizing the creative process from thumbnail to comprehensive, this course will also introduce the student to the language, tools and techniques of the professional graphic designer. Attention will be paid to conceptualization, production and presentation in solving design problems including logos, posters and brochures. The goal of this course is to teach students to deal with typical problems faced by graphic designers in a professional manner.

BFA/Diploma prerequisite: ADF S151.
Certificate prerequisites: ADF S151, ADG 01 or Macintosh platform proficiency.
Normally offered both semesters.
3 credits.

ADG S207 – Graphic Design II

A continuation of the skills learned in *Graphic Design I*.

BFA/Diploma prerequisite: ADG S206.
Certificate prerequisites: ADG S03, ADG S04, ADG S06, ADG S206.
Normally offered both semesters.
3 credits.

ADG S208 – Advertising Design

An introductory survey of typical problems encountered by the professional advertising designer. The course will stress the development of the methodology most commonly used in advertising, along with critical analysis, strategy creation, and idea generation. Advertising for print media, the Internet, and television will be covered and students will learn to work in a team environment. Experience with Macintosh operating systems is desirable but not mandatory. This course is appropriate for both design and non-design majors and is recommended for Communications and Journalism majors in the Advertising concentration.

Normally offered spring semester.
3 credits.
Studio elective, open to non-majors.

ADG S213 – Introduction to New Media

New media is design that deals with non-linear and interactive works using cutting-edge digital technologies. In this survey course, students will be introduced to the concepts of electronic presentation, interactive media authoring, animation, web site design and creation, digital photography, digital sound, and video effects and editing. The history and societal context of new media will also be discussed.

Prerequisite: ADG S219.

Normally offered both semesters.

3 credits.

ADG S214 – Illustration

This course introduces the skills necessary for meeting clients' illustration needs in a variety of media appropriate to their context. Emphasis will be placed on developing the ability to draw real objects and people while advancing a personal style. Development of visual research, thumbnailing and rendering skills for ones presentation of ideas and concepts while designing the proper environment for their illustration will be required.

Normally offered both semesters.

3 credits.

ADG S219 – Computer Applications in Design

In this course students will learn the major software applications used by graphic designers. Through a series of problems, students will learn how and when to use specific software to produce their solutions.

Normally offered fall semester.

3 credits.

ADG 224 – History of Graphic Design

The first part of this course will focus on the history of graphic design from prehistoric times to the Industrial Revolution, including the origins of graphic communications in the ancient world, the development of the alphabet and early printing methods, and typography. The second portion will concentrate on the period from the mid 19th-century to the present, and will include the Arts and Crafts Movement, the various "isms" and their influence on modern art, the Bauhaus and International Style, and contemporary visual systems and image making.

Normally offered spring semester.

3 credits.

ADG S233 – Photography

An introduction to the basics of camera use and control, and dark-room procedures for developing and printing black and white photographs. Emphasis will be placed on learning by doing and the course will involve extensive use of the darkroom. An appreciation for conceptual concerns will be developed by critiques of student work and class discussions of the work of influential photographers. The techniques of digital photography will also be introduced and explored.

Normally offered spring semester.

3 credits.

Studio elective, open to non-majors.

ADG S334 – Electronic Publication Design

This elective course will enable students to integrate the skills gained in previous courses to examine two complex design problems. Students will produce sophisticated professional solutions suitable for inclusion in their final portfolio. For one project students will create a sequence of illustrations, for the other a series of photographs. Both projects are text-heavy and will enhance the student's typographic and computer skills as well as their understanding of the integration of images and text.

Prerequisites: ADG S202, ADG S207, ADG S219.

Normally offered fall semester.

3 credits.

Studio elective.

ADG 337 – Professional Practice

This senior-level course is designed to provide final preparation for employment in the field of graphic design. In addition to helping each student develop a professional portfolio, the course will provide students with practical knowledge of the business aspects of graphic design, interviewing skills and resume preparation.

Prerequisite: Third year Diploma or senior BFA status.

Normally offered spring semester.

3 credits.

ADG S340 – Multimedia

This course will focus on designing dynamic interactive presentations using industry standard software such as Flash as the primary animation and interactive authoring tools. Other issues to be explored will include digital video and sound. Students will create linear and interactive works for multiple distribution mediums including the web. Discussion of prototyping, user-testing, interactive philosophy and technology will form an integral part of each class. In addition, students will gain professional experience by developing, in a team environment, a website for a local non-profit organization.

Prerequisites: ADG S213.

Normally offered both semesters.

3 credits.

Studio elective.

ADG S341 – Advanced Multimedia

This course is intended as a continuation of the experience gained in *Multimedia* (ADG S340). The objective of the course will be the development of advanced conceptual skills such as user interface design theory and project management. Students will further develop their professional multimedia skills through exposure to 3-D modeling and animation as well as advanced action scripting techniques. Each student will complete projects aimed at developing a successful portfolio.

Prerequisite: ADG S340.

Normally offered spring semester.

3 credits.

Studio elective.

ADG S344 – Graphic Design III

This continuation of *Graphic Design I and II* (ADG S206, 207) will concentrate on increasing sophistication in creative problem-solving abilities. The course will also develop a solid understanding of prepress terms and operations and the impact of technology on those operations. It will also provide the knowledge and skills necessary to enable students to make appropriate prepress decisions regarding more complex projects.

BFA/Diploma prerequisites: ADG S202, ADG S207, ADG S219.

Certificate prerequisites: ADG S202, ADG S207.

Normally offered fall semester.

3 credits.

ADG S345 – Graphic Design IV

A continuation of the concepts and skills developed in *Graphic Design III* and their application to more complex, multi-pieced, in-depth projects.

Prerequisite: ADG S344.

Normally offered spring semester.

3 credits.

ADG S348 – Advanced Illustration

This course focuses on the preparation of illustration for specific markets within the product development and publishing fields. Independent development and proficiency in a variety of media and the learning of different methods of preparing artwork for reproduction in traditional printed and/or digital environments will be covered. The continuation of the development of a personal sketchbook, a photo reference file and the shooting of photographs for research will be further explored.

Prerequisite: ADG S214.

Normally offered spring semester.

3 credits.

Studio elective.

ADG S354 – Advanced Computer Applications

This course is designed to further explore software applications for specific and experimental effects. It aims to provide students with the knowledge and skills necessary to choose the appropriate software application and to execute the desired design, focusing on the design itself rather than on the limitations of the computer programs. The course also focuses on solving the technical and production problems of preparing artwork electronically for printing.

Prerequisites: ADG S201, ADG S206, ADG S219.

Normally offered both semesters.

3 credits.

ADG S360 – Corporate Design

This course will focus on the creation and application of designs directed to identify, establish and promote the business community. Specific emphasis will be placed on the analysis and development of corporate identity systems including the development of logotypes, stationery, signage systems, annual reports and forms.

Prerequisites: ADG S202, ADG S207.

Normally offered fall semester.

3 credits.

Studio elective.

ADG S365 – Digital Photography for Artists and Designers

Often mixed with other media, photography has evolved into a major tool for use by the contemporary artist and designer. This course offers students the experience of creating digital and film photographs while studying concepts of art direction and techniques that can enhance their compositions. The primary objective is to generate professional still and motion images for digital media, including the Web. Students will manipulate their photographic images using Photoshop rather than the traditional darkroom. Students will also learn how to photograph their own artwork and use a digital camera. Advanced students will be encouraged to explore independent tracks of study. The class is open to Fine Arts and Interior Design students as well as Graphic Design majors.

Normally offered spring semester.

3 credits.

Studio elective.

ADG 400 – Internship

Seniors are required to pursue an internship with a local graphic design firm, whose work is directly related to that student's intended area of professional concentration, or complete a *Thesis Studio* (see below). Interns will observe and participate in all office procedures permitted by their place of internship and will be required to maintain a notebook of their observations. Students with prior documented work experience in the field may be granted an exception from the internship requirement, with the approval of the Graphic Design Program Director.

Prerequisite: Third year diploma or senior BFA status.

Offered each semester.

3 credits.

ADG S410 – Thesis Studio

The Thesis Studio involves the application of previously learned studio skills in a detailed investigation of a design project or projects relating to the student's intended professional area of specialization.

Prerequisite: Third year diploma or senior BFA status.

Normally offered spring semester.

3 credits.

ADG S500/500 – Graphic Design Directed Studio/Study

The student completes a directed study project, either studio (ADG S500) or non-studio (ADG 500), under the supervision of a graphic design faculty member. Please see "Directed Study" elsewhere in this catalog for details. Independent study forms are available from the Office of the Academic Dean and Registrar. All independent study request forms must be accompanied by a written proposal and must be approved by the individual faculty member, the Graphic Design Program Director, the NESADSU Chairman, and the Academic Dean.

Available every semester.

Credits vary.

ELECTRONIC GRAPHIC DESIGN CERTIFICATE

The Electronic Graphic Design Certificate Program is designed for those who do not want the extensive training required of either the BFA or Diploma Programs in Graphic Design, but who require more focused design and software training to complement existing educational or work credentials. Within the framework of a 15-course (36 credit) sequence, the program provides "real-world" preparation built on a foundation of basic design and typography skills, coupled with intensive exploration of the computer as a design tool. The goal of the program is to provide students with the basic practical design and electronic skills necessary to secure entry-level employment in the graphic/electronic design field. The Certificate is designed as a part-time program and can be completed in 2+ years (8 semesters minimum). Students may choose from day or evening course offerings and may take as many courses per semester as scheduling, prerequisite requirements and outside commitments allow. To request a program kit and application, please call (617) 573-8785.

Requirements for Completion of the Electronic Graphic Design Certificate Program

- All students must earn a minimum of 36 credits, with a minimum cumulative grade point average of 2.0 in order to be awarded a Certificate in Electronic Graphic Design.
- A student must earn a minimum of 27 of the required 36 credits while enrolled as a Certificate Candidate, and must satisfy all course requirements of the Certificate Program.
- A maximum of 9 transfer or advanced standing credits can be granted. Please note: Credits earned as a continuing education status student are considered TRANSFER CREDIT.
- It is recommended that students take no more than five years to complete the program.

Electronic Graphic Design Certificate Requirements

| Suggested Course Sequence | | Credits |
|---|--------------------------------------|---------|
| ADG S20 | Introduction to Graphic Design | 1.5 |
| ADF S151 | 2-Dimensional Design * | 3 |
| ADG S201 | Basic Typography * | 3 |
| ADG S04 | Quark XPress | 2 |
| ADG S206 | Graphic Design I * | 3 |
| ADG S03 | Adobe Illustrator | 2 |
| ADG S06 | Adobe Photoshop | 2 |
| ADG S207 | Graphic Design II * | 3 |
| ADG S202 | Computer Typography * | 3 |
| ADG S344 | Graphic Design III * | 3 |
| ADG S345 | Graphic Design IV * | 3 |
| | Studio Elective | 2 |
| ADG S17 | Electronic Pre-Press | 2 |
| | Studio Elective | 2 |
| ADG S18 | Portfolio | 1.5 |
| ELECTRONIC GRAPHIC DESIGN CERTIFICATE PROGRAM | | |
| TOTAL | | 36 |

* Indicates courses that fulfill BFA and Diploma program requirements as well.

INTERIOR DESIGN

Associate Professors: Clarke (*Program Director*), Martin

Assistant Professors: Brus, Langdon

Master Lecturers: Dion, Hassan, Kopacz, MacRitchie, Vick

Senior Lecturers: Entin, Feinstein, Hackett

Lecturers: Bloom, Callaghan Russell, Elsinovsky, Lawrence, Lu, Parker, Valdes, Wynn

The objective of the BFA and Diploma Programs in Interior Design is to provide students with the intellectual and practical abilities necessary to attain both excellence in design and a fulfilling career as a professional interior designer. The interior design programs strike a balance between the theoretical and practical aspects of design. The theoretical component is essential to creative problem solving; the practical component ensures the marketability of the graduate.

The interior design curriculum is formulated to provide students with a comprehensive knowledge of theory, history, technology, communication, professional and design skills. There are three basic types of courses within the department: studio courses in interior design; lecture courses in interior design subjects; and lecture courses in the liberal arts.

The BFA and Diploma Programs in Interior Design at NESADSU are accredited as Professional Level Programs by the Foundation for Interior Design Education Research (FIDER), the national accrediting body for post-secondary interior design programs.

Program Options

- Bachelor of Fine Arts Degree Program in Interior Design
- Diploma Program in Interior Design
- Decorative Arts Certificate Program. Applicants with an interest in interior decoration rather than design, and who desire a less-lengthy time commitment, may wish to investigate this non-FIDER-accredited program.
- Master of Arts in Interior Design. For complete information on the Master of Arts Program in Interior Design, please consult the Graduate Programs section of this catalog.

Career Options

NESADSU prepares students for a diverse range of employment options within the interior design profession including:

- Commercial/Residential Interior Design Firms
- Architectural Firms
- Institutional Design
- Retail Design
- Corporate Facilities
- Hospitality Design
- Furniture Dealerships
- Specialized/Universal Design
- Sole Practitioners/Self-Employed Interior Designers

Interior Design BFA Requirements

| First Year | Credits |
|--|-----------|
| <i>Fall Semester</i> | |
| ADF S101 Foundation Drawing I | 3 |
| ADF S143 Color | 3 |
| ADF S151 2-Dimensional Design | 3 |
| ADI S108 Perspective & Rendering | 3 |
| IS 111 Sciences and Humanities | 3 |
| TOTAL | 15 |

| | |
|---|-----------|
| <i>Spring Semester</i> | |
| ADF S102 Foundation Drawing II | 3 |
| ADF S152 3-Dimensional Design | 3 |
| ADI S104 Drafting Studio | 3 |
| ADI S106 Interior Design Communications | 3 |
| IS 112 Sciences and Humanities | 3 |
| TOTAL | 15 |

| Second Year | Credits |
|--|-----------|
| <i>Fall Semester</i> | |
| ADF 181 Ideas of Western Art I OR | |
| HUM 105 Art History I | 3 |
| ADI S201 Interior Design Studio I | 3 |
| ADI 242 Interior Codes & Construction | 3 |
| ADI S264 Advanced Interior Design Communications | 3 |
| ENG 101 Freshman English I | 3 |
| TOTAL | 15 |

| | |
|---|-----------|
| <i>Spring Semester</i> | |
| ADF 182 Ideas of Western Art II OR | |
| HUM 106 Art History II | 3 |
| ADI S202 Residential Design Studio | 3 |
| ADI S371 Computer Drafting Studio I | 3 |
| ENG 102 Freshman English II | 3 |
| Rhetorical Communication or Ethics | 3 |
| TOTAL | 15 |

Third Year Credits

Fall Semester

| | | |
|----------|---|---|
| ADI 221 | History of Furniture & Architecture I | 3 |
| ADI 244 | Interior Materials & Finishes | 3 |
| ADI S304 | Furniture Design Studio | 3 |
| | Math or Computer Science | 3 |
| | Natural Science | 4 |

TOTAL 16

Spring Semester

| | | |
|----------|--|---|
| ADI 222 | History of Furniture & Architecture II | 3 |
| ADI 254 | Lighting | 3 |
| ADI S303 | Contract Design Studio I | 3 |
| | Natural Science | 4 |
| | Humanities | 3 |

TOTAL 16

Fourth Year Credits

Fall Semester

| | | |
|----------|---------------------------------------|---|
| ADI S305 | Contract Design Studio II | 3 |
| ADI 352 | Building Systems | 3 |
| ADI 384 | Interiors Marketing & Contracts | 3 |
| | Social Science | 3 |
| | Humanities | 3 |

TOTAL 15

Spring Semester

| | | |
|----------|-----------------------------------|---|
| ADI S372 | Computer Drafting Studio II | 3 |
| ADI 400 | Interior Design Internship | 3 |
| ADI S401 | Independent Studio | 3 |
| | Art History Elective | 3 |
| | Social Science | 3 |

TOTAL 15

BFA PROGRAM TOTAL* 122

*Within the 122 credit requirement, you must take 3 credits of cultural diversity course work. (Please see the Suffolk University Academic Catalog for details.)

Interior Design Diploma Requirements

First Year Credits

Fall Semester

| | | |
|----------|-------------------------------|---|
| ADF S101 | Foundation Drawing I | 3 |
| ADF S143 | Color | 3 |
| ADF S151 | 2-Dimensional Design | 3 |
| ADF 181 | Ideas of Western Art I | 3 |
| ADI S108 | Perspective & Rendering | 3 |

TOTAL 15

Spring Semester

| | | |
|----------|--------------------------------------|---|
| ADF S102 | Foundation Drawing II | 3 |
| ADF S152 | 3-Dimensional Design | 3 |
| ADF 182 | Ideas of Western Art II | 3 |
| ADI S104 | Drafting Studio | 3 |
| ADI S106 | Interior Design Communications | 3 |

TOTAL 15

Second Year Credits

Fall Semester

| | | |
|----------|---|---|
| ADI S201 | Interior Design Studio I | 3 |
| ADI 221 | History of Furniture & Architecture I | 3 |
| ADI 242 | Interior Codes & Construction | 3 |
| ADI S264 | Advanced Interior Design Communications | 3 |
| | Art History Elective | 3 |

TOTAL 15

Spring Semester

| | | |
|----------|--|---|
| ADI S202 | Residential Design Studio | 3 |
| ADI 222 | History of Furniture & Architecture II | 3 |
| ADI 254 | Lighting | 3 |
| ADI S303 | Contract Design Studio I | 3 |
| ADI S371 | Computer Drafting Studio I | 3 |

TOTAL 15

Third Year Credits

Fall Semester

| | | |
|----------|---------------------------------------|---|
| ADI 244 | Interior Materials & Finishes | 3 |
| ADI S304 | Furniture Design Studio | 3 |
| ADI S305 | Contract Design Studio II | 3 |
| ADI 352 | Building Systems | 3 |
| ADI 384 | Interiors Marketing & Contracts | 3 |

TOTAL 15

Spring Semester

| | | |
|----------|-----------------------------------|---|
| ADI S372 | Computer Drafting Studio II | 3 |
| ADI 400 | Interior Design Internship | 3 |
| ADI S401 | Independent Studio | 3 |
| | Elective | 3 |
| | Elective | 3 |

TOTAL 15

LIBERAL ARTS COURSE WORK REQUIREMENT 30

DIPLOMA PROGRAM TOTAL 120

Interior Design Course Descriptions

All courses in the Interior Design program, with the exception of ADI 01 (Introduction to Interior Design & Decoration), have as a prerequisite completion of the Foundation Program or its equivalent. Exceptions may be made only with permission of the instructor and the Interior Design Program Director. The letter "S" preceding a course number indicates a studio course, and a studio fee will be assessed. See "Tuition and Fees" in the Suffolk University Academic Catalog for further information.

ADI 01 – Introduction to Interior Design & Decoration

This elective course is designed to aid students in determining whether to pursue a career in interior design and decorating. Through both lectures and studio work, students will be shown basic drafting and graphic communication techniques used in the presentation of visual ideas, as well as various elements of interior composition, such as space planning, color, furniture, finish and materials selection. The final project will be suitable for inclusion in a portfolio.

Offered each semester.

2 credits.

ADI S104 – Drafting Studio

To make ideas reality, designers must create drawings that accurately communicate the finished project. This course teaches students the basic concepts of drawing interior space in measured plans, elevations, and details. Students will become conversant with drafting tools, drafting papers and films, drawing reproduction, orthographics, plan and elevation projection, axonometric and isometric techniques. Students will learn the skills necessary to produce a basic set of drawings for an interior design installation. Projects will be organized in increasing complexity and will introduce students to studio skills.

BFA and Diploma prerequisite: ADI S108.

Normally offered each semester.

3 credits.

ADI S106 – Interior Design Communications

This course teaches students how to communicate design ideas through visual media. It will include drawing media, freehand sketching, interior perspective, shade and shadow, color, design graphics, rendering, presentation formats and exposure to digital imaging. Projects will be organized in increasing complexity and will introduce students to necessary communication skills.

BFA and Diploma prerequisites: ADF S101, ADF S143, ADI S108.

Certificate prerequisites: ADI S108, ADI S104, ADI 213.

Normally offered each semester.

3 credits.

ADI S108 – Perspective & Rendering

(Formerly Titled Pictorial Space – ADF S161)

This course introduces students to the systems of perspective developed during the Renaissance as a means of creating the illusion of 3-dimensional space on a 2-dimensional surface. Using 1-, 2-, and 3-point perspective, students will learn to effectively render the illusion of space. Students will learn a variety of creative architectural drawing techniques using various media, and both free-hand sketching and technical rendering methods will be emphasized.

Prerequisite: Prior or concurrent drawing experience.

Normally offered each semester.

3 credits.

ADI S201 – Interior Design Studio I

This studio introduces students to basic design principles, design theory and concept development. Emphasis will be placed on design process, problem solving, spatial organization, anthropometrics, universal design awareness, and presentation techniques. Students will be given a series of projects of increasing complexity, utilizing and building upon the skills developed in the Foundation courses. Students will be expected to produce process diagrams, plans, elevations, models and finish boards.

BFA and Diploma prerequisites: ADF S102, ADF S152,

ADI S104, ADI S106.

Certificate prerequisites: ADI S104, ADI S106, ADI 213.

Normally offered fall and spring semesters.

3 credits.

ADI S202 – Residential Design Studio

This course addresses residential interior environments on a large scale. Students will develop client contact and programming skills. Emphasis will be placed on residential precedents, design process, human factors, accessibility, building codes, diagramming, spatial organization, detailing, presentation techniques, furnishings, finishes and lighting.

Prerequisite: ADI S201.

Spring semester.

3 credits.

ADI S207 – Fundamentals of Kitchen & Bath Design

This course focuses on the fundamental concepts of residential kitchen and bath design. Through a series of lectures, guest speakers, and projects, issues such as space planning, ergonomics and storage solutions will be addressed. Students will become familiar with plumbing fixtures, appliances, cabinet options and applications of materials and finishes. Professional practices such as specifications and documentation will be reviewed.

Prerequisite: ADI S104.

Required of Certificate candidates only; elective for BFA and

Diploma candidates.

Spring semester.

3 credits.

ADI 213 – Color for Interiors

This course will develop in the student a sophisticated sense of the theories of color: its properties, psychology, and impact within a designed interior. The elements of light, space, harmony, and assimilation as they pertain to the use of color in design will be covered through lectures, in-class demonstrations, and class exercises. An understanding of the use of color in interior spaces will translate to the students' own color application projects.

Required of Certificate candidates only; elective for BFA and

Diploma candidates.

Fall semester.

3 credits.

ADI 214 – Textiles & Drapery

Textiles are probably the most utilized elements in interior design installations because of their variety of applications. Through lectures and demonstrations, students will examine the technical and visual qualities of fabric: its manufacture, weave, texture, color and versatility, and will learn how textiles are used as wall coverings, window treatments, upholstery and accessories.

Required of Certificate candidates only; elective for BFA and

Diploma candidates.

Spring semester.

3 credits.

ADI 221 – History of Furniture & Architecture I

The goal of this course is the enhancement of the student's critical comprehension of historic styles and the impact they have on contemporary design solutions. The survey begins with the Egyptian period and provides an overview of the history of furniture and architecture through the mid-1700's, including ancient Greece and Rome, Gothic, Renaissance, Baroque, and Rococo periods. Emphasis will be placed on chronological periods, the visual characteristics of each style including regional idiosyncrasies, and the terminology germane to a study of furniture and architecture.

Normally offered each semester.

3 credits.

ADI 222 – History of Furniture & Architecture II

A continuation of *History of Furniture & Architecture I*, this course will extend the investigation of furniture and architecture into the 20th century, while addressing issues concerning preservation, restoration, rehabilitation, and adaptive re-use. Drawing on the vast resources of the city of Boston and its environs, students will become actively involved in stylistic progression, local living history, and the benefits of preserving our past for future generations. Field trips will include visits to restored Federal, Victorian and Contemporary venues.

Prerequisite: ADI 221.

Normally offered each semester.

3 credits.

ADI 242 – Interior Codes & Construction

This course examines various interior construction assemblies on non-load-bearing walls, load-bearing walls, floors, stairs, elevators, fireplaces, ceilings, doors, interior windows, frames, mill-work and fire-related construction. Emphasis will be placed on building codes including state, BOCA, Underwriters Laboratory, ASTM, state and federal accessibility codes and construction materials. Students will also be introduced to basic structural concepts and characteristics of structural materials.

Normally offered fall and spring semesters.

3 credits.

ADI 244 – Interior Materials & Finishes

Students will study the visual qualities, technical characteristics, and applications of the common materials and finishes used in interior installations. These materials will include floor coverings, wall coverings, textiles, ceiling and sustainable materials. Related fire, health, and safety codes, as well as maintenance and life cycle costs, will be discussed. Class material will be presented in the form of lectures, guest speakers and a tour of the Boston Design Center. Students will learn to analyze, select and specify materials and finishes for the appropriate applications, write specifications, and prepare a resource notebook.

Normally offered each semester.

3 credits.

ADI 254 – Lighting

This course introduces students to the art and technology of lighting and explores the use of lighting as a design element in the interior environment. Class material will be presented as a series of lectures, readings and demonstrations. Students will learn to analyze interior lighting installations, calculate lighting levels for interiors, select appropriate light fixtures and prepare a lighting plan based on one of their studio projects.

Normally offered spring and summer semesters.

3 credits.

ADI 264 – Advanced Interior Design Communications

This course helps the student to become proficient in computer-based advanced interior design communication techniques, as well as teaching them to integrate the numerous hand techniques with 2D and 3D design software. This course covers scanning, digital photography, digital imaging (Photoshop), CADD Overlay, and initial web page portfolio design, as well as various presentation techniques (PowerPoint, Web, digital slide shows). Additionally, the course will cover several schematic design level 3D CADD virtual reality rendering software packages (SketchUp, DesignWorkshop, ArchiCAD) to enhance the student's skills in "freehand" sketching, rendering, and perspective.

Prerequisites: ADI S104, ADI S106.

Normally offered each semester.

3 credits.

ADI S303 – Contract Design Studio I

This commercial design studio focuses on office and institutional design. Students will develop programming and space planning skills unique to these environments through a series of small- to medium-sized projects. Emphasis will be placed on commercial precedents, programming, design process, human factors, building codes, ADA, spatial organization, detailing, presentation techniques, office furniture systems, equipment, finishes and lighting.

Prerequisites: ADI S201, ADI 242, ADI S264.

Normally offered spring and summer semesters.

3 credits.

ADI S304 – Furniture Design Studio

This course introduces students to the design process as it applies to furniture, addressing furniture ergonomics, materials, construction techniques, manufacturing and design. Students will research selected topics, and design seating, work/service pieces and cabinetry. Emphasis will be placed on furniture precedents, research, design process, human factors, accessibility, detailing, documentation and presentation techniques.

Prerequisites: ADI S201, ADI S264.

Normally offered fall semester.

3 credits.

ADI S305 – Contract Design Studio II

This studio focuses on adaptive re-use and renovation of commercial interiors with attention given to historical buildings in the Boston area. Emphasis on creative problem-solving methods and a philosophical approach to medium- and large-scale hospitality and retail design projects. Students will be required to incorporate the skills and knowledge gained throughout their studies to create a comprehensive project, including presentation drawings, models, material and furniture boards, and a set of construction documents and specifications.

Prerequisites: ADI S202, ADI 222, ADI S303, ADI S371.

Normally offered fall semester.

3 credits.

ADI 352 – Building Systems

This course studies mechanical, electrical, and plumbing technology and systems commonly employed in residential and commercial interiors. It will introduce students to the vocabulary, concepts and basic components of these fields of engineering. This will enable students to integrate these building systems in their design work and communicate ideas effectively with project engineers and contractors. The course will include commonly used heating, ventilating, air conditioning, plumbing piping and fixtures, fire sprinklers, electrical supply and distribution, smoke detection and fire alarm systems. Related mechanical, electrical and plumbing codes will also be discussed.

Prerequisite: ADI 242.

Normally offered fall and spring semesters.

3 credits.

ADI S371 – Computer Drafting Studio I

This course will provide an introduction to computers for design presentation and documentation, presenting the basic two-dimensional concepts and practice of AutoCAD software. The course provides hands-on instruction emphasizing AutoCAD entities including editing drawings, layering, templates, menus, blocks, dimensioning, text, printing and plotting. Students will translate a hand-drafted set of drawings into a computer-generated package.

Prerequisite: ADI S104.

Normally offered each semester.

3 credits.

ADI S372 – Computer Drafting Studio II

A continuation of *Computer Drafting Studio I*, this course will explore in more detail the features of AutoCAD software and will focus on the drafting and organizational skills necessary to produce a set of contract drawings on the computer. More advanced two-dimensional and three-dimensional uses of AutoCAD will be applied in a hands-on environment. Students will choose an Independent Studio project and complete a set of contract documents for it.

Prerequisite: ADI S371.

Spring semester.

3 credits.

ADI 384 – Interiors Marketing & Contracts

This course will cover the business aspects of interior design, including management, client, and contractor relationships, project management, proposal writing, and market resourcing. In addition, students will be exposed to career planning practices, such as portfolio development, resume preparation and interviewing techniques. Tours of architectural and interior design firms will also be included.

Normally offered fall and spring semesters.

3 credits.

ADI 400 – Interior Design Internship

With the assistance of the faculty advisor, each student will identify an internship with a local interior design firm. All interns will meet periodically as a group with the faculty advisor to report on experiences. The faculty advisor will reinforce new skills learned in the office and provide counseling. Students will be required to keep a notebook of their observations.

Prerequisite: senior status, ADI S202, ADI S303.

Spring semester.

3 credits.

9 hours of design office and classroom experience per week minimum.

ADI S401 – Independent Studio

This capstone studio course continues the study of interior design by emphasizing individual competence with respect to the total design process. Students will select a thesis project and, with the approval and assistance of faculty, develop it through all the design phases: precedent study, programming, concept, preliminary design development, presentation drawings, models, materials boards, partial working drawings and specifications.

Prerequisites: All other required design studios (ADI S201,

ADI S202, ADI S303, ADI S304, ADI S305) must be completed prior to registration for Independent Studio.

Spring semester.

3 credits.

ADI S500/500 – Interior Design Directed Studio/Study

The student completes a directed study project, either studio (ADI S500) or non-studio (ADI 500), under the supervision of an interior design faculty member. Please see "Directed Study" elsewhere in this catalog for details. Independent study forms are available from the Office of the Academic Dean and Registrar. All independent study request forms must be accompanied by a written proposal and must be approved by the individual faculty member, the Interior Design Program Director, the NESADSU Chairman and the Academic Dean.

Available every semester.

Credits vary.

ADI 550 – Special Topics

A series of one-credit workshops dealing with specific topics of interest to the interior designer or decorator, such as feng shui, color, antiques, etc.

Normally offered each semester.

1 credit.

DECORATIVE ARTS CERTIFICATE

The Decorative Arts Certificate Program is designed for students who are interested in the decorative aspects of the interior design profession, including antiques and decorative objects, fabrics and wall coverings, kitchen and bath design and window treatments. The Program is designed to cover four major areas: decorative arts composition, history, technology, and drawing/communications. It is a part-time program, consisting of 13 courses, and can be completed in 2+ years (7 semesters minimum). Students may choose from day or evening course offerings and may take as many courses per semester as scheduling, prerequisite requirements and outside commitments allow. The Certificate Program is not eligible for FIDER accreditation as it is a two-year program focusing on interior decoration; however, all courses within the Certificate Program can be applied toward the FIDER-accredited BFA and Diploma Programs in Interior Design. To request a program kit and application, please call (617) 573-8785.

Requirements for Completion of the Decorative Arts Certificate Program

- All students must earn a minimum of 39 credits, with a cumulative grade point average of 2.0, in order to be awarded a Certificate in Decorative Arts.
- All students must earn a minimum of 27 of the required 39 credits while enrolled as Certificate Candidates, and must satisfy all course requirements of the Certificate Program. A maximum of 12 transfer or advanced standing credits can be granted. Please note: Credits earned as a continuing education status student are considered TRANSFER CREDIT.
- It is recommended that students take no more than five years to complete the program.

Decorative Arts Certificate Requirements

| Suggested Course Sequence: | | Credits |
|---|--|---------|
| ADI S108 | Perspective & Rendering | 3 |
| ADI 221 | History of Furniture & Architecture I | 3 |
| ADI S104 | Drafting Studio | 3 |
| ADI 213 | Color for Interiors | 3 |
| ADI S106 | Interior Design Communications | 3 |
| ADI 222 | History of Furniture & Architecture II | 3 |
| ADI S201 | Interior Design Studio I | 3 |
| ADI 214 | Textiles & Drapery OR | |
| ADI 550 | Special Topics | 3 |
| ADI S207 | Fundamentals of Kitchen & Bath Design | 3 |
| ADI 254 | Lighting | 3 |
| ADI S202 | Residential Design Studio | 3 |
| ADI 244 | Interior Materials & Finishes | 3 |
| ADI 384 | Interiors Marketing & Contracts | 3 |
| DECORATIVE ARTS CERTIFICATE PROGRAM TOTAL | | 39 |

ADMISSION POLICIES AND PROCEDURES

Applicants to the Bachelor of Fine Arts Degree or the Diploma Program are evaluated on the basis of academic achievement, ability to communicate purpose and commitment, and the appropriateness of the portfolio.

The Suffolk University Application for Undergraduate Admission details admission policies and procedures for freshmen, transfer, permanent resident and international applicants. Contact the Undergraduate Admission Office at 1-800-6SUFFOL(K) or e-mail admission@suffolk.edu to request an application. The application for admission may also be downloaded from the University's website (www.suffolk.edu). Suffolk University accepts the Common Application as well.

All prospective applicants must follow a college preparatory program in secondary school, with courses in studio art and art history where possible. For freshmen, high school course work, the level of courses taken, grades achieved, class rank, the essay, and SAT/ACT score results are an important part of the review process. Post-secondary course work is emphasized for candidates who have successfully completed 24 or more credits at a regionally accredited college or university.

Applications are reviewed when all admission requirements are met and all credentials received by the Office of Undergraduate Admission at Suffolk University. International students and those interested in university housing should submit applications and all application credentials, including portfolio, by February for September admission.

All admission credentials, including slide portfolios, must be forwarded directly to the Office of Undergraduate Admission, 8 Ashburton Place, Boston, MA 02108.

The portfolio, an additional admission credential, should contain only the best and most recent work to date. There is no rigid formula for demonstrating visual experience and accomplishments. Freshmen and transfer applicants should review the portfolio guidelines to determine what is, and what is not, an appropriate submission. Significant departure from or disregard for the published guidelines will influence an applicant's consideration as a BFA or Diploma Candidate.

Graphic Design, Fine Arts, and Interior Design Program applicants are required to submit a portfolio as part of the admission process.

The Freshman Portfolio

Eight to ten examples of recent, original, finished work are required for a freshman portfolio. Class assignments and personal work accomplished to date should be included. Representational drawing is an important part of the first year curriculum; therefore, the emphasis of the portfolio should be on drawing from three-dimensional sources. There are no specific requirements concerning subject matter. Conceptual abilities and expression of visual ideas are more important than familiarity with media and techniques.

DO NOT submit cartoons, work copied from photographs, or photography, or work on videotape or CD. DO NOT include more than two computer-generated pieces.

The Transfer Portfolio

Transfer candidates who have completed studio courses through a regionally accredited college or university should be prepared to present an extensive portfolio (four to eight pieces per course) representing work from each course as part of the application process. Work that meets or exceeds the curricular requirements for the equivalent NESADSU course(s) will apply as transfer credit toward a candidate's requirements for graduation. Work that does not fulfill graduation requirements can transfer as elective credit.

Slides

Slides should accompany the application and application credentials. The slides should be organized in a plastic slide sheet, not a box or envelope. Slides will be returned when accompanied by a self-addressed envelope with the appropriate amount of postage; otherwise, they become the property of Suffolk University as a permanent file credential.

Original Work

If it is possible to visit Boston, applicants may schedule a portfolio review and campus tour by calling (617) 573-8460. Original work may be presented in person, by appointment only, at the time of the campus visit; however, the application and required credentials must have been received by the undergraduate admission office prior to the portfolio review. Applicants who have scheduled a personal interview may also bring with them additional artwork such as sketchbooks, process drawings, and works in progress, but are not required to do so.

While every effort is taken to ensure the safety of an applicant's work, Suffolk University will not accept responsibility for loss or damage.

NEVER SEND ORIGINAL ARTWORK THROUGH THE MAIL.

If You Do Not Have a Portfolio

Applicants who are interested in becoming BFA candidates, but who do not currently have a portfolio, should apply for admission to the University as "Undecided Arts and Sciences." Undecided students who successfully complete two first-semester Foundation studio courses (ordinarily Foundation Drawing I and 2-Dimensional Design), with a combined GPA of at least B- (3.0) for those courses with neither grade below B- (2.7), will be exempted from the portfolio requirement and are eligible to petition the NESADSU Department Chairman for entry into the BFA program. Undecided students who take NESADSU studio courses must register concurrently for Jumpstart Art (ART 01), unless they have two or more years of high school art background.

Undecided students who do not become BFA candidates may apply studio courses taken at NESADSU to an art minor or use them as electives. Please consult with your academic advisor.

Attention: NESAD Graduates and Former Students

Since the 1996 merger of The New England School of Art & Design and Suffolk University, many NESAD graduates have returned to complete the Bachelor of Fine Arts (BFA) degree at Suffolk University. In brief, an applicant's academic, studio and professional background is considered within the framework of current BFA degree requirements. In order to earn the degree, all applicants must complete a minimum of 30 credits at Suffolk University's Boston campus in order to meet the residency requirement. BFA candidates may attend on a full- or part-time basis, may take day or evening classes, during the Fall, Spring and/or Summer semesters. There is no application deadline. Applications are reviewed on a rolling basis, after the application form, requisite credentials, and portfolio review results have been received by the Office of Undergraduate Admission. Former NESAD students and graduates considering this opportunity are invited to contact the Office of Undergraduate Admission to request a current catalog and application. Owing to the distinct academic and professional background of each applicant, telephone consultation with the NESADSU counselor is advisable as well.

Certificate Program Admission Requirements

Admission requirements for the Decorative Arts and Electronic Graphic Design Certificate Programs differ significantly from those of the BFA and Diploma Programs. Please review the following sections carefully before applying to either of the certificate programs.

Decorative Arts Certificate Program

All applicants to the Decorative Arts Certificate Program must satisfy the following requirements:

1. Applicants must have earned a minimum of 30 credits from an accredited post-secondary institution (college or university); OR be recommended in writing by supervisor(s) who will attest to the candidate's successful employment in a related field for the equivalent of one year. Written documentation of work experience must employ guidelines established by CAEL (Council for Adult & Experiential Learning).
2. Applicants are required to take Introduction to Interior Design & Decoration (ADI 01) as a Continuing Education student and earn a grade of B or better. This admission requirement can be waived for those who have a portfolio demonstrating equivalent design and rendering proficiency.
3. Applicants must submit an essay of 250 to 500 words outlining their interest in the Program, and their career interests in decorative arts and/or experience in the field.
4. Applicants must submit an official transcript of grades from high school and each college or university attended.
5. Applicants must submit a current professional resume.
6. Each application for admission to the Decorative Arts Certificate Program must be accompanied by a non-refundable \$40 Certificate Program Application Fee.
7. Applicants to the Certificate Program must demonstrate proficiency in English. The University reserves the right to formally evaluate candidates' language skills as part of the admissions process. This is a part-time non-degree granting program; therefore the University will not issue I-20's to international students.

Transfer Credits

At least 27 credits must be earned as a Certificate Candidate. We will accept up to 12 credits of transfer or advanced standing credit for previous study or work experience. Please note: Credits earned as a continuing education status student are considered TRANSFER CREDIT. Written documentation of work experience must employ the guidelines established by the CAEL (Council for Adult & Experiential Learning).

Electronic Graphic Design Certificate Program Admission Requirements

All applicants to the Electronic Graphic Design Certificate Program must satisfy the following requirements:

1. Applicants must have earned a minimum of 30 credits from an accredited post-secondary institution (college or university); OR be recommended in writing by supervisor(s) who will attest to the candidate's successful employment in a related field for the equivalent of one year. Written documentation of work experience must employ guidelines established by CAEL (Council for Adult & Experiential Learning).
2. Applicants must submit a portfolio of original artwork. Those without a portfolio will be required to take both 2-Dimensional Design (ADF S151) and Introduction to Graphic Design (ADG S20) and earn a grade of B or better in each to waive the portfolio requirement.
3. All Program applicants must successfully complete NESADSU's Mac Basics course (ADG 01) or demonstrate proficiency on the Macintosh system before enrolling in computer courses.
4. Applicants must submit an official transcript of grades from high school and each college or university attended.
5. Applicants must submit a current professional resume.
6. Each application for admission to the Electronic Graphic Design Certificate Program must be accompanied by a non-refundable \$40 Certificate Program Application Fee.
7. Applicants to the Certificate Program must demonstrate proficiency in English. The University reserves the right to formally evaluate candidates' language skills as part of the admissions process. This is a part-time non-degree granting program; therefore the University will not issue I-20's to international students.

Transfer Credits

At least 27 credits must be earned as a Certificate Candidate. We will accept up to nine credits of transfer or advanced standing credits for previous study or work experience. Please note: Credits earned as a continuing education status student are considered TRANSFER CREDIT. Written documentation of work experience must employ guidelines established by CAEL (Council for Adult and Experimental Learning). Proficiency in current versions of software programs must be demonstrated in order for transfer credit to be granted.

Contact Information

All questions regarding admission policies and procedures should be directed to: Office of Undergraduate Admission, Suffolk University, 20 Beacon Street, Boston, MA 02108-2770, telephone (617) 573-8460, email admission@suffolk.edu.

College of Arts and Sciences

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Administrative Staff

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Fine Arts

Karen J. A. Clarke, IIDA, ASID, IDEC

Interior Design



Suffolk University

College of Arts and Sciences
Graduate Programs

COLLEGE OF ARTS AND SCIENCES GRADUATE PROGRAMS

The College of Arts and Sciences offers the following **graduate degree programs**:

- MA (Master of Arts in Communication)
- MAID (Master of Arts in Interior Design)
- MSCJ (Master of Science in Criminal Justice)
- MSCJ/MS (Master of Science in Criminal Justice/
Mental Health Counseling)
- MSCS (Master of Science in Computer Science)
- MSEP (Master of Science in Economic Policy)
- MSIE (Master of Science in International Economics)
- MSPS (Master of Science in Political Science)
- MS (Master of Science in Education)
- M.Ed. (Master of Education)
- Ph.D. (Doctoral degree in Clinical Psychology)
- Ph.D. (Doctoral degree in Economics)

The College offers two **joint degree programs** with Suffolk University Law School:

- JD/MSJ (Juris Doctor/Master of Science in Criminal Justice)
- JD/MSIE (Juris Doctor/Master of Science in International Economics)

The College offers a joint degree program with the Sawyer School of Management:

- MSCJ/MPA (Master of Science in Criminal Justice/
Master of Public Administration)
- MSMHC/MPA (Master of Science in Mental Health
Counseling/Master of Public Administration)
- MSPS/MPA (Master of Science in Political Science/
Master of Public Administration)

For information on these programs see the Joint Degree section of the catalog.

The College also offers the following **certificate** programs:

- CAGS (Certificate of Advanced Graduate Study)
- Graduate Certificate in Human Resources
- Graduate Certificate in Instructional Design
- Graduate Certificate in Organizational Learning

The College of Arts and Sciences offers the following Teaching Preparation Programs:

- Middle School Teaching
- Secondary School Teaching

Professional Development in Teaching Programs:

- Middle School Teaching
- Secondary School Teaching

***Graduate students maintaining a full-time course load may enroll for a maximum of 12 credit hours (9 credit hours for MSCS and for Ph.D. in Economics).**

Admission Requirements

Required credentials for admission include:

- a completed application form;
- the appropriate non-refundable application fee; (College of Arts and Sciences – \$35; joint programs with SSOM – \$50; Ph.D.s \$50);
- a current resume;
- two letters of recommendation (three letters for the Ph.D. in Economics);
- official transcripts of all prior academic work;
- a statement of Professional Goals;
- official score reports:

GRE (Graduate Record Examination) or MAT (Millers Analogies Test) for all College of Arts and Sciences Programs except Computer Science, Criminal Justice and Interior Design. The **Ph.D.** in Clinical Psychology and the **Ph.D.** in Economics require the general GRE test.

The **LSAT** (Law School Admission Test) is required for all joint degree programs with Suffolk University Law School.

- Applicants to the MA in Interior Design should see the Interior Design description in this section of the catalog.

International Applicants

Suffolk University welcomes qualified international students to its full-time graduate programs in fall and spring semesters only. In addition to the requirements outlined above, the candidate must submit:

- an explanation of the grading system if the candidate's undergraduate education was not received in an American institution;
- official TOEFL test score; if English is not the candidate's native language, (this requirement is waived for permanent residents of the United States and those candidates possessing a baccalaureate degree from a U.S. college or university; within two years of application,
- a statement of Financial Resources certifying that sufficient funds exist to cover the candidate's academic and living expenses.

Application Deadlines

The MA in Communication, MS and MEd programs, MSCJ and MSPS admit students for the fall, spring and summer semesters of the academic calendar. All other CAS programs admit students in the fall and spring semesters only. The Ph.D. in Psychology is offered in the fall semester; its application date is January 1. The Ph.D. in Economics is offered in the fall semester; its application date is February 1.

Deadlines for full- and part-time admission:

| | |
|-------------------|---|
| March 15 | Financial aid (Applicants seeking financial assistance should submit their completed application to Graduate Admission by this date) |
| June 15 | Fall Semester |
| April 1 | Summer Semester |
| November 1 | Spring Semester |

Applications submitted after these dates will be reviewed on a space available basis. Suffolk University uses rolling admissions.

Suffolk University also offers two Ph.D. programs. Admission is for the fall semester only (rolling admission is not used for our Ph.D. programs). The deadlines are as follows:

| | |
|-------------------|------------------------------|
| January 1 | Ph.D. in Clinical Psychology |
| February 1 | Ph.D. in Economics |

The Graduate Admissions Committee relies on a variety of factors to determine a candidate's potential for success in graduate school. Entry-level, mid-career, and career-change applicants are regarded as viable candidates.

The Graduate Admission Committee evaluates each application as they become complete and makes an effort to notify candidates of their admission decision within four weeks (except for Ph.D. decisions).

Admitted students, wishing to enroll in a graduate program at the College of Arts and Sciences, remit a \$100 (\$200 for Ph.D.s) non-refundable deposit, to reserve a place in the entering class. The non-refundable deposit is credited to the tuition bill at the time of registration.

Continuing and Professional Studies Program (CAPS)

The College of Arts and Sciences offers an opportunity for students intending to pursue a graduate degree, to take a maximum of two graduate courses before applying for degree candidacy. Courses must be selected with the advisor's consent.

Tuition and Costs

For information regarding tuition and costs for graduate studies, please refer to the section in this bulletin entitled Tuition and Fees.

Financial Aid

A variety of financial aid options are available to graduate students. For more information please contact the Financial Aid Office, (617) 573-8470.

Grading System

| Letter Grade | | Grade Point Average |
|--------------|-----------------------|---------------------|
| A | | 4.0 |
| A- | Satisfactory | 3.7 |
| B+ | Performance | 3.3 |
| B | | 3.0 |
| B- | | 2.7 |
| C+ | Unsatisfactory | 2.3 |
| C | Performance | 2.0 |
| F | | 0.0 |
| I | Incomplete | |
| L | Non-Evaluative Grades | |
| W | Withdrawal | |

"I" (incomplete) indicates a failure to complete the course requirements. The "I" grade is given, at the instructor's discretion, only if the student has completed at least half of the course requirements successfully at the end of the semester. An incomplete grade is maintained for thesis credit until the thesis or dissertation is completed and defended. All master's degree

requirements normally must be completed within five years. All doctoral degree requirements normally must be completed within seven years.

The "I" grade converts automatically to an "F" after one calendar year, unless the instructor submits a grade or officially extends the incomplete.

The College requires an Incomplete Form to be completed by the instructor of the course. Upon completion, the form is returned to the Registrar's Office.

Course Numbering System

Graduate Level

| | |
|---------|--|
| 500-599 | CAS Introductory Level Study (faculty permission required) |
| 600-899 | Graduate Courses |
| 900-999 | Graduate Directed Study Course (faculty permission required). |

Academic Standing

Each semester, the appropriate Departmental Committee or Director of each Graduate Program will review the records of Graduate students believed deficient in any of the following areas:

1. Cumulative grade point average below 3.0
2. A grade of "F" in a class
3. Excessive grades below the "B" level
4. Excessive "Incomplete," "W" or "L" grades
5. Violation of Professional or Ethical Standards
6. Academic Dishonesty or Plagiarism
7. Failure to make satisfactory progress toward the completion of the degree

After reviewing the student's record, the appropriate Departmental Committee or Director of each Graduate Program may choose to take one of the following actions. Written notification of the action taken should be delivered to the student in a timely fashion.

1. Probation
2. Dismissal
3. Limit the number or nature of courses
4. Set a grade point average requirement
5. Require a leave of absence
6. Remove from degree candidacy
7. Take no action

A student may appeal this decision in writing to the Dean of the College within 30 days of receipt of the notice of action taken by a Department. The Dean will then make a final determination based on an investigation, or a hearing with the student.

Re-Admission to Suffolk University

Students re-entering after an absence of one year or more should request a special re-entry form from the Graduate Admissions Office.

For further information on any graduate programs offered at Suffolk University, please contact the Graduate Admissions Office, 8 Ashburton Place, Boston, MA 02108-2770, (617) 573-8302. Fax Number (617) 305-1733, E-Mail: grad.admission@suffolk.edu

Pass ("P")/Fail ("F") Option

Practica, internships, theses and designated field experiences are taken on a pass/fail basis. Exceptions to this policy are only at the discretion of the respective Program Directors.

A Pass ("P") grade may be applied toward fulfilling degree credits, but will not be applied toward the cumulative grade point average.

Transfer Credit

In all cases, students should consult individual departments for the requirements of a particular program. Unless otherwise stated, the general rule is that a maximum of 6 graduate credits from an accredited institution in the field of specialization will be transferable towards a master's degree at Suffolk University. Courses offered for transfer credit must have a minimum grade of "B," and must not have been part of another earned degree.

A maximum of 24 graduate credits will be transferable toward a doctoral degree and must have a minimum grade of "B."

Students requesting transfer credit should see their respective program director and file such requests within the first semester of a graduate program at Suffolk University.

Residency Requirement

Students are required to complete a minimum of 30 graduate credit hours at Suffolk University.

Academic Dishonesty and Plagiarism

Plagiarism is considered egregious, particularly for Graduate students. Suffolk University insists upon the highest standards of academic integrity in all student work, both written and oral. Penalties for cheating and plagiarism are severe, including possible suspension or expulsion. A full discussion of the responsibilities of students in this matter can be found in the Student Handbook.

MASTER OF ARTS IN COMMUNICATION

Department of Communication and Journalism Graduate Faculty

Professor: Boone

Associate Professors: Carragee, Geisler (Graduate Program Coordinator), Karns, Rosenthal (Chair)

Assistant Professors: Secci, Wickelgren

Major Fields of Study

The Department of Communication and Journalism offers courses leading to the Master of Arts degree, with concentrations in Communication Studies, Organizational Communication, Public Relations and Advertising, Integrated Marketing Communication and Internet Communication.

Requirements

Suffolk University offers graduate programs in Communication fields for students who hold the Bachelor's degree in any area of undergraduate study from the University or from other accredited institutions of higher education.

The purpose of the graduate degree program is to allow students opportunities for advanced study and research in the communication discipline. The focus of the program is to challenge students to understand the breadth of the communication field, to discover the theoretical and practical parameters of different areas within the field, and to enable students to research and create solid, well-grounded work in various communication-related careers.

Candidates for degrees must complete the required coursework for their respective graduate concentrations while maintaining a minimum grade point average of B (3.0).

Any grade less than a B (3.0) must be offset by the appropriate honor grade in order to maintain graduate degree candidacy. Continuance of degree candidacy status requires a minimum cumulative grade point average of 3.0. Graduate students who may have deficient or unsatisfactory academic performance (as outlined in the Academic Standing section of the Graduate Programs overview in this catalog) may be subject to academic probation or dismissal or such other limitations or sanctions specified by the Department of Communication and Journalism. Students with academic deficiencies will be notified in writing of any

department action, and they may appeal that action subject to the policies in the Academic Standing section of this catalog.

Incomplete Grades/Number of Incomplete Grades

No graduate student may carry more than two grades of incomplete at any one time [exclusive of Incomplete grades for Thesis work] unless the student has approved excessive incomplete grades with the Department Chairperson and the Graduate Program Coordinator.

Completion of Excessive Incompletes

Students carrying excessive Incomplete grades may, at the discretion of the Department Chairperson or Graduate Program Coordinator, be required to complete the course work carrying the Incompletes before being permitted to register for additional course work.

Completion of Course Work Before Graduation

No student with outstanding Incomplete grades will be granted the M.A. degree.

Student Status

Students intending to pursue a graduate degree may elect to take a maximum of two graduate courses in the Department of Communication and Journalism before applying for degree candidacy in one of the available concentrations.

Students who apply for degree status and who, for any reason, are not granted such status, may, at the discretion of the Department Chairperson and the Graduate Program Coordinator, be placed in the category of probationary student. Such students must take two courses recommended in the concentration to which they have applied, and their application for degree status will be re-evaluated by the department after the successful completion of these two courses with grades of B (3.0) or better. These two courses must be completed within one academic year of the time the candidate begins his/her study.

Transfer Credits

In some cases, transfer credits from other graduate degree programs in Communication or related fields may be accepted. Students interested in transferring graduate credits should speak with the Director of Graduate Admissions.

Request for acceptance of graduate transfer credits must be made at the time of matriculation into the Master of Arts program. Only courses in which students have received a grade of B or better will be considered for acceptance.

Such transfer credits will be accepted only with approval of the Department of Communication and Journalism. Additional work in a given area or proof of proficiency may be required.

Financial Aid

Graduate fellowships and assistantships are available to full-time and part-time graduate students who meet various criteria for receiving financial aid. In order to be considered for these and other forms of assistance, such as grants and loans, candidates must submit their admission application to the Graduate Admissions Office by March 15 and their financial aid application to the Financial Aid Office by April 1.

Master of Arts Degree Objective

The Master of Arts degree program is designed to allow students advanced study beyond the baccalaureate level, with a view to providing students with a comprehensive understanding of theoretical and practical concerns in their chosen area of study.

Degree Requirements

In order to receive the degree of Master of Arts in Communication, a student must have completed a minimum of 36 graduate credit hours, including the requirements for his/her concentration, achieving a minimum grade point average of B (3.0).

Thesis Option Requirements

Students selecting the thesis option are required to complete 30 semester hours of approved course work beyond the B.A./B.S., and present an approved research thesis (6 semester hours of thesis credit) to a graduate committee. Students must be enrolled for at least one hour of thesis credit at the time of their thesis defense.

Graduate Course Requirements

36 hours

Core Requirements

All students in M.A. in Communication concentrations (except Integrated Marketing Communication) are required to take 9 hours of Core Requirements. These include:

| | |
|---------|------------------------|
| CJN 701 | Communication Research |
| CJN 703 | Presentation Skills |
| CJN 705 | Communication Theory |

Concentration Requirements

Each concentration in the M.A. in Communication program (except Integrated Marketing Communication) requires 9 hours of core requirements, 9-12 hours of concentration requirements and 15-18 hours of graduate communication electives, for a total of 36 hours.

Communication Studies Concentration

| | |
|---------|---|
| CJN 735 | Persuasion Theory |
| CJN 739 | Interpersonal and Intercultural Communication |
| CJN 750 | Organizational Communication and Development |

Internet Communication Concentration

| | |
|---------|--|
| CJN 711 | Internet Research and Design |
| CJN 720 | Information Architecture and Web Usability |
| CJN 721 | E-Community and the Digital Divide |
| CJN 771 | New Media and New Markets |

Organizational Communication and Developmental Concentration

| | |
|---------|---|
| CJN 739 | Interpersonal and Intercultural Communication |
| CJN 750 | Organization Communication and Development |
| CJN 755 | Training and Development |
| CJN 757 | Consulting |

Public Relations & Advertising Concentration

| | |
|---------|----------------------------|
| CJN 770 | Seminar in Advertising |
| CJN 771 | New Media and New Markets |
| CJN 775 | Crisis Campaign Management |
| CJN 777 | Public Relations |

Integrated Marketing Communication Program

| Required Courses | 24 Hours |
|------------------|----------|
|------------------|----------|

| | |
|---------|---|
| CJN 703 | Presentation Skills |
| CJN 705 | Communication Theory |
| CJN 770 | Seminar in Advertising |
| CJN 777 | Public Relations |
| CJN 779 | Integrated Marketing Communication |
| MBA 710 | Behavior in the Workplace and Marketplace |
| MBA 720 | Accounting Information and Customer Value |
| MKT 810 | Marketing Research for Managers |

| Options | Select 3 Courses from List — 9 Hours |
|---------|--------------------------------------|
|---------|--------------------------------------|

| | |
|---------|--|
| CJN 750 | Organizational Communication and Development |
| CJN 771 | New Media and New Markets |
| CJN 775 | Crisis Campaign Management |
| MKT 814 | Strategic Marketing |
| MKT 815 | Consumer Behavior |
| MKT 840 | Direct Marketing |

| Elective | 3 Hours |
|----------|---------|
|----------|---------|

Select any graduate CJN course.

Elective Credit

Appropriate elective courses will be selected in consultation with your faculty advisor.

Master of Arts in Communication

Graduate Course Descriptions

The following courses are available for graduate credit in the Department of Communication and Journalism.

CJN 691 – Special Topics

Current Issues in Communication.

3 graduate credits.

Normally offered yearly.

CJN 701 – Communication Research

Examination of methods of acquiring information and data in the public relations, advertising and organizational communication fields. Includes exploration of a variety of methods, particularly those used by practitioners in these areas.

3 graduate credits.

Normally offered yearly.

CJN 703 – Presentation Skills

This course is designed to help students better prepare oral presentations in classroom, consulting or other business situations. Focus is on audience analysis, research & creation of presentation, mediated presentations and follow-through.

3 graduate credits.

Normally offered yearly.

CJN 705 – Communication Theory

An interdisciplinary examination of the development of communication theories from the classical tradition to the modern perspectives of rhetoricians, scientists, psychologists, sociologists, philosophers and others.

3 graduate credits.

Normally offered yearly.

CJN 711 – Internet Research and Design

Examination of the means of doing research for personal, academic, and business use on the Internet (including use of specialized databases and building Boolean searches). Course includes a focus on designing and building content-based web pages.

3 graduate credits.

Normally offered every 1.5 years.

CJN 720 – Information Architecture and Web Usability

This course focuses on the structure of knowledge and information in static and interactive web sites. It examines the use interface, usability testing, and practices that ensure usability.

3 graduate credits.

Normally offered every 1.5 years.

CJN 721 – E-Community and the Digital Divide

Studies the nature of online community-building by social, political, economic, and religious groups: How and why do e-communities develop? How do they exert influence both in and out of cyberspace? And how are some people marginalized on the wrong side of the "digital divide"?

3 graduate credits.

Normally offered every 1.5 years.

CJN 730 – Rhetorical Theory and Criticism

This course provides an extensive examination of theories of rhetoric, and the process and methods of doing rhetorical criticism, from classical Greek and Roman approaches to cutting-edge contemporary works.

3 graduate credits.

Normally offered alternate years.

CJN 735 – Persuasion Theory

Examines variety of theoretical approaches to persuasion process. Traditional stimulus-response models, mechanistic/rules approaches and suasion/coercion explanations are explored to determine how persuasion functions in society.

3 graduate credits.

Normally offered every 1.5 years.

CJN 738 – Gender Communication

Explores the theories of gender development, examining relationship impacts, mass media, pop culture, and intercultural communication. Includes analysis of gender implications for relationship, organizational, and system theories.

3 graduate credits.

Normally offered every 1.5 years.

CJN 739 – Interpersonal and Intercultural Communication

Exploration of approaches to the study of how individuals communicate in various dyadic interactions, including extensive examination of cultural conflicts and interaction patterns.

3 graduate credits.

Normally offered every 1.5 years.

CJN 740 – Political Communication

Examination of the special circumstances created by politics and their impact on attempts at persuasion. Case studies of famous politicians and political speeches are combined with discussion of current political rhetorical trends.

3 graduate credits.

Normally offered alternate years.

CJN 745 – Instructional Communication and Development

Provides survey of methods for the instruction of communication in a classroom setting. Includes a focus on the areas of: curriculum development, course objectives, lecture technique, speech evaluation, classroom exercises and teaching methods. Students will be provided with opportunities for practice teaching under a faculty supervisor.

3 graduate credits.

Normally offered alternate years.

CJN 750 – Organizational Communication and Development

Explore historical development of the theory of organizations, examine information flow, network analysis, communication over- and under-load, decision making, organizational effectiveness and change processes. Theoretical basis provided for the examination of case studies in organizational communication, including communication audits in organizational settings.

3 graduate credits.

Normally offered every 1.5 years.

CJN 752 – Leadership and Communication

Explores leadership from a communication perspective to develop interpersonal skills enabling superior organizational performance. Features emphasis on listening, influence, career development, dialogue, thinking and partnership building. Included is an out-of-classroom “outward bound” experience.

3 graduate credits.

Normally offered alternate years.

CJN 755 – Training & Development

Course examines the development and presentation of training messages in the corporate/organizational classroom. Theory and practice are combined in the study of training objectives, human resource development, the construction and organization of training messages and their implementation. Participants have the opportunity to conduct a training session.

3 graduate credits.

Normally offered every 1.5 years.

CJN 757 – Consulting

Develop skills in consulting practice and in critical assessments of consulting needs specific to the communication consultant. Includes ethical considerations, contract negotiations, behavior with clients, communication instruments used for interventions, and evaluation procedures.

Prerequisite: CJN 750 or 755, or permission of instructor.

3 graduate credits.

Normally offered every 1.5 years.

CJN 770 – Seminar in Advertising

Examines theories of advertising, including market segmentation, media selection, message creation, message effects and advertising evaluation and criticism. Trends and controversies in advertising are analyzed, based on theoretical understandings developed in the course.

3 graduate credits.

Normally offered yearly.

CJN 771 – New Media and New Markets

Examines the impact of the Internet and other new communication technologies on advertising, public relations and marketing. Analyzes the creation, design and effectiveness of Web pages, banners, buttons, interstitials and other new media formats.

3 graduate credits.

Normally offered yearly.

CJN 772 – Convention Management and Promotion

This course is designed to introduce students to the theory, planning, execution, and follow-through of special events management and promotion. Specifically, the focus of this course is in conferences, conventions, and single-occasion special events: how to theme, budget, site, staff, program, publicize and evaluate them.

3 graduate credits.

Normally offered every 1.5 years.

CJN 775 – Crisis Campaign Management

Explores the process of management of campaigns to deal with crisis situations in organizations, including creative, budgetary, research, and audience needs.

3 graduate credits.

Normally offered yearly.

CJN 777 – Public Relations

Examination of theories, case studies and campaigns in public relations. Areas of concentration include research development, design and implementation; agenda setting; professional writing; presentational skills/techniques and crisis management. Practical application of theoretical concepts is stressed.

3 graduate credits.

Normally offered yearly.

CJN 778 – Conference Management and Promotion

Examines how conferences are built, promoted, managed, and assessed, with particular emphasis on non-profit conventions, trade shows, and volunteer organizations. Specific issues analyzed include facilities planning and contracts, legal issues, volunteer management, budgeting, marketing, and planner/staff communication.

3 graduate credits.

Normally offered every 1.5 years.

CJN 779 – Integrated Marketing Communication

Examines the integration of advertising, promotion, public relations, marketing communication and internal communication. Analyzes the impact IMC has on corporate image, objectives and brands, and the interrelations of employees, customers, stakeholders and different publics.

3 graduate credits.

Normally offered yearly.

CJN 805 – Directed Study

Directed study allows students to pursue an in-depth research project in an area of their interest, directed by a qualified graduate faculty member.

May be taken twice for a total of not more than 6 graduate credits.

May not substitute for any requirement without written approval of graduate director.

3 graduate credits.

Normally offered every semester.

CJN 809 – Thesis Research

Students electing the thesis option for completion of their course requirements must register for thesis research, under the direction of their faculty advisor. Thesis research allows students to develop, research, and write the master's thesis.

Prerequisite: 18 hours of graduate course work.

**Must be taken for a total of 6 graduate credits (in any combination of semesters)*

**Students must be enrolled in CJN 809 for a minimum of 1 credit at the time of their thesis defense. Normally offered every semester. Please note that letter grades are not given for thesis credit. Thesis credit is taken on a pass/fail basis only.*

**Students must have completed a bachelor's degree in order to register for these courses.*

MASTER OF ARTS IN INTERIOR DESIGN

The New England School of Art & Design at Suffolk University

Graduate Faculty

Karen J.A. Clarke: Program Director, Associate Professor of Art and Design. B.A.A., Ryerson Polytechnical Institute; M.F.A., Boston University

Gabriela Bonome-Sims: Lecturer in Art and Design. B.F.A., Parsons School of Design; M.P.A., Suffolk University

Mark Brus: Assistant Professor of Art and Design. BArch, Cornell University; MDesS, Harvard Graduate School of Design

Josh Feinstein: Senior Lecturer in Art and Design. B.A., Boston University; M.S., University of Massachusetts, Amherst

Nancy Hackett: Senior Lecturer in Art and Design. B.A., University of Colorado; M.A., University of Connecticut

Geoffrey Langdon: Assistant Professor of Art and Design. B.S., BArch, MSArch, Rensselaer Polytechnic Institute

Frank Valdes: Lecturer in Art and Design. BArch, Cornell University; MSArchS, Massachusetts Institute of Technology

Kathleen Vick: Master Lecturer in Art and Design. B.F.A., Syracuse University; M.F.A., Boston University

The Master of Arts Program in Interior Design is appropriate for those who possess an undergraduate baccalaureate degree and who are interested in extending their knowledge of the issues confronting the professional interior designer, as well as the design and research skills required of the successful practitioner. Opportunities for study abroad in Italy and Spain provide exposure to international design trends and the European tradition of art, architecture, and culture.

The Masters in Interior Design is a first professional degree program consisting of a minimum of 30 credit hours of graduate study (level 700 or higher). The program is designed primarily for those who have earned an undergraduate degree in a field not related to the

visual arts (e.g., English, history, psychology, business) or who have earned an undergraduate degree in an area of the visual arts other than interior design (e.g., fine arts, graphic design, illustration, architecture, etc.). These candidates, who have not completed an undergraduate program of study substantially equivalent to the BFA in Interior Design, will be required to complete additional foundational (undergraduate equivalent) course work, as determined by the Interior Design Program Director.

Applicants possessing undergraduate degrees in the visual arts (other than interior design) can often be exempted from the Foundation Program (30 credits), thus leaving 39 credits of foundational interior design course work and 30 credits of graduate study (level 700 or higher) to complete. In such cases, completion of the MA in Interior Design will typically require two and one-half years of year-round (fall, spring, summer) study.

Those with undergraduate degrees in fields unrelated to the visual arts will generally be required to complete 69 credits of Foundation and foundational interior design study, as well as 30 graduate credits (level 700 or higher). Such students should expect to spend three and one-half years of year-round (fall, spring, summer) study in order to complete the MA in Interior Design. In either case, part-time study is an option for those whose family or work commitments make a full-time program undesirable.

Applicants who have already completed an undergraduate degree in interior design, such as a BA or BFA, may also be admitted to the program but their course of study will vary considerably from that outlined here and will be determined on an individual basis by the Interior Design Program Director.

Admission Requirements & Eligibility

Applicants to the MA Program in Interior Design must submit the following:

- Completed Application for Admission to the Graduate Programs, along with the non-refundable application fee of \$35.00. Application may be made for the semester beginning either in September or January only.
- A personal resume.
- Official transcripts from all undergraduate and graduate institutions attended. Proof of the completion of an undergraduate baccalaureate degree with a minimum cumulative grade point average of 2.7 is also required.

- A personal statement. This should consist of a thoughtful, candid analysis of your professional objectives, both long- and short-term, along with an explanation of the ways in which you expect the Masters Program in Interior Design will help you achieve those goals.
- Two letters of recommendation.
- A portfolio consisting of 12 to 15 pieces of recent, original artwork demonstrating both technical competency and creative ability. Applicants with prior studio background who are seeking exemption from Foundation or foundational interior design course work should submit a significantly more extensive portfolio. In-person portfolio reviews are conducted by appointment only, when all application materials have been received by the Graduate Admissions Office. Actual artwork may be presented at such an interview. Applicants who are unable to appear in person should submit their portfolios in slide form or on CD-ROM. Do not mail original artwork. All portfolios are reviewed by the graduate faculty to determine subject matter competency.

OR

- Applicants without a portfolio are advised to complete Foundation Drawing I (ADF S101) and 2-Dimensional Design (ADF S151) as Continuing Education students. A grade of B (3.0) or better is required. All portfolios are reviewed by the graduate faculty to determine subject matter competency.
- International students are also required to submit the results of the Test of English as a Foreign Language (TOEFL) with a minimum score of 550, as well as a Financial Resources Certification.

Note: An applicant who has an undergraduate baccalaureate degree in any field may apply only to the graduate program and is not eligible to apply to the BFA Program in Interior Design.

Degree Requirements

Depending on their backgrounds in interior design, candidates for the Master of Arts in Interior Design must complete a course of study of from 30 to 99 credits, with a cumulative grade point average of 3.0 (at least 30 of which must be level 700 or higher) and a grade of B or better in all courses with a course code of 500 or higher. Any grade less than a B (3.0) must be offset by the appropriate honor grade in order to maintain graduate degree candidacy. A maximum of six semester credits less than B (3.0) may be offset in this manner. Should a student earn a third grade of less than B (3.0), his or her continuance in the graduate program is contingent upon review by the Committee on Admission and Retention, with a recommendation from the Program Director. The faculty reserve the right to require the withdrawal of a student from a graduate program if in their professional estimation the probability of his/her success is doubtful. Such factors as academic performance, interest, effort, and suitability for the field enter in the judgement.

Foundation and foundational interior design courses (which are normally taken by undergraduate interior design majors) are required for students lacking appropriate studio and academic preparation. M.A. candidates who need to complete Foundation or foundational interior design course work will be subject to the same policies regarding regularly scheduled portfolio reviews. Well-prepared candidates may waive up to 69 credits of Foundation and foundational interior design courses by completing equivalent course work at an accredited college or university with a grade of B (3.0) or better.

Graduate students maintaining a full-time course load may enroll for a maximum of 12 credit hours.

All graduate students should be aware that the specific courses for which they are permitted to register in any given semester will depend on prior art background, transfer/waived credits, prerequisite requirements, and course scheduling. Therefore it may not be possible for a student who wishes to take a full course load to do so.

Degree requirements are normally completed within 5 years after the start of graduate work.

Courses fall into the following categories (all are 3 credits):

Foundation Courses 30 Credits

| | |
|--------------|---|
| ADF S101/501 | Foundation Drawing I |
| ADF S102/502 | Foundation Drawing II |
| ADF S143/543 | Color |
| ADF S151/551 | 2-Dimensional Design |
| ADF S152/552 | 3-Dimensional Design |
| ADF 181/581 | Ideas of Western Art I or HUM 105 Art History I |
| ADF 182/582 | Ideas of Western Art II or HUM 106 Art History II |
| ADI S104/504 | Drafting Studio |
| ADI S106/506 | Interior Design Communications |
| ADI S108/508 | Perspective and Rendering |

Foundational Interior Design Courses 39 Credits

| | |
|--------------|---|
| ADI S201/601 | Interior Design Studio I |
| ADI S202/602 | Residential Design Studio |
| ADI 221/621 | History of Furniture & Architecture I |
| ADI 222/622 | History of Furniture & Architecture II |
| ADI 242/642 | Interior Codes & Construction |
| ADI 244/644 | Interior Materials & Finishes |
| ADI 254/654 | Lighting |
| ADI S264/664 | Advanced Interior Design Communications |
| ADI S303/603 | Contract Design Studio I |
| ADI S304/604 | Furniture Design Studio |
| ADI S305/605 | Contract Design Studio II |
| ADI 352/652 | Building Systems |
| — | Art History elective |

MA Specific Courses 30 Credits

| | |
|----------|---------------------------------|
| ADI S771 | Computer Drafting Studio I |
| ADI S772 | Computer Drafting Studio II |
| ADI 784 | Interiors Marketing & Contracts |
| ADI 700 | Interior Design Internship |

Choose 3 of the following 4 courses according to the professional track outlined to the right:

| | |
|----------|--|
| ADI S810 | Advanced Lighting Design Studio |
| ADI S815 | Human Factors & Universal Design Studio |
| ADI S820 | Advanced Materials & Methods Studio: Detailing & Structures for Interior Designers |
| ADI S825 | History & Style Studio |
| ADI 840 | Thesis Research |
| ADI S842 | Thesis |
| ADI S844 | Thesis Documentation |

Electives 3 Credits Each

| | |
|----------|----------------------------------|
| ADI S830 | 3-D Visualization Studio |
| ADI 835 | History of Interior Architecture |

The following professional tracks are available:

Health Care/Institutional

Advanced Lighting Design Studio
Human Factors & Universal Design Studio
Advanced Materials & Methods Studio
Thesis Research
Thesis
Thesis Documentation

Commercial

Advanced Lighting Design Studio
Human Factors & Universal Design Studio
Advanced Materials & Methods Studio
Thesis Research
Thesis
Thesis Documentation

Hospitality/Retail

Advanced Lighting Design Studio
History & Style Studio
Human Factors & Universal Design Studio
Thesis Research
Thesis

Thesis Documentation

Residential

Advanced Lighting Design Studio
History & Style Studio
Human Factors & Universal Design Studio
Thesis Research
Thesis
Thesis Documentation

Departmental Review

MA candidates who need to complete Foundation or Foundational Interior Design course work will be subject to the same policies regarding regularly scheduled portfolio reviews as are undergraduate students.

Master of Arts in Interior Design Graduate Course Descriptions

Descriptions of Foundation (500-level) and foundational Interior Design (600-level) courses are listed in the section of this catalog entitled The New England School of Art & Design at Suffolk University.

ADI S371/771 – Computer Drafting Studio I

This course will provide an introduction to computers for design presentation and documentation, presenting the basic two-dimensional concepts and practice of AutoCAD software. The course provides hands-on instruction emphasizing AutoCAD entities including editing drawings, layering, templates, menus, blocks, dimensioning, text, printing and plotting. Students will translate a hand-drafted set of drawings into a computer-generated package.

Prerequisite: ADI S104/504.

3 credits.

Normally offered each semester.

ADI S372/772 – Computer Drafting Studio II

A continuation of Computer Drafting Studio I, this course will explore in more detail the features of AutoCAD software and will focus on the drafting and organizational skills necessary to produce a set of contract drawings on the computer. More advanced two-dimensional and three-dimensional uses of AutoCAD will be applied in a hands-on environment. Students will choose a project and complete a set of contract documents for it.

Prerequisite: ADI S371/771.

3 credits.

Spring semester.

ADI 384/784 – Interiors Marketing & Contracts

This course will cover the business aspects of interior design, including management, client, and contractor relationships, project management, proposal writing, and market resourcing. In addition, students will be exposed to career planning practices, such as portfolio development, resume preparation, and interviewing techniques. Tours of architectural and interior design firms will also be included.

3 credits.

Normally offered fall and spring semesters.

ADI 400/700 – Internship

With the assistance of the faculty advisor, each student in his or her final year will identify an internship with a local interior design firm. All interns will meet periodically as a group with the faculty advisor to report on experiences. The faculty advisor will reinforce new skills learned in the office and provide counseling. Students will be required to keep a notebook of their observations.

3 credits.

Spring semester.

9 hours of design office and classroom experience per week minimum.

ADI S810 – Advanced Lighting Design Studio

Advanced Lighting Design Studio investigates and applies technical and creative theories about lighting design. The class will look at natural and artificial systems of light and the ways in which they impact the experience of inner space. Specifically, color, lamp source, measurement methods, and control will be addressed. Lighting will be explored as an extension of aesthetic intent.

Prerequisite: ADI 254/654.

3 credits.

Normally offered fall and spring semesters.

Open to graduate students only.

ADI S815 – Human Factors & Universal Design Studio

The physiology and psychology of the client/user is one of the main factors influencing the design of the environment. This studio will present design problems that explore issues of ergonomics and proxemics as they apply to interior design. Universal design, design that creates accessibility, will be the context for the studio design problem(s). Discussions will cover the following: interaction of environment and user's culture, gender, stage of life cycle, and physical capabilities.

Prerequisites: ADI S202/602, ADI 242/642, ADI S303/603,

ADI S304/604, ADI S305/605, ADI 352/652.

3 credits.

Fall semester.

Open to graduate students only.

ADI S820 – Advanced Materials & Methods Studio: Detailing & Structures for Interior Designers

In the *Advanced Materials & Methods Studio* students gain an intuitive understanding of the structural systems of buildings. The studio addresses the impact of building structural systems and construction technology on space planning. In addition, detailing of interior systems and material selection will be studied as a manifestation of aesthetic principles and design concept.

Prerequisites: ADI 242/642, ADI 244/644, ADI S303/603,

ADI S305/605, ADI 352/652.

3 credits.

Spring semester.

Open to graduate students only.

ADI S825 – History & Style Studio

Interior design does not exist in a vacuum, but is embodied in the historical agenda of its time. In History & Style Studio, we will explore the catalysts of style and design throughout particular periods of modern design history and will analyze those movements' influences through readings, discussions, slide lectures, films, and design projects. Projects dealing with residential, hospitality, and retail environments as well as the purely conceptual, will deal with stylistic and influential issues and solutions and will draw on precedents of style for inspiration.

Prerequisites: ADI 221/621, ADI 222/622, ADI S303/603,

ADI S305/605.

3 credits.

Spring or Summer semester.

Open to graduate students only.

ADI S830 – 3-D Visualization Studio

This course will develop a student's ability to visualize their designs through a digital medium. Software such as AutoCAD, 3D Studio Viz R3, and PhotoShop will be the vehicles used to produce a series of images and animation sequences to illustrate students' designs. This class is lab intensive.

Prerequisite: ADI S772.

3 credits.

Fall semester, every other year.

Open to graduate students only.

ADI 835 – History of Interior Architecture

Much like the history of art, the history of interior design encompasses numerous styles, movements, and individual artistic contributions. It also reflects the influence of international, political, and social developments. A basic understanding of this history is important for the professional designer who often looks to the past seeking inspiration. This class will involve a study of historical interiors and styles from several different viewpoints, examining their inherent qualities and contributions in order to better understand what constitutes a sense of place in the interior. Beginning with the Shaker movement and proceeding through the 20th century, the class will look at specific buildings, styles, movements, products, and materials that came to influence and define the interior space.

Prerequisite: ADI 621, 622.

3 credits.

Fall semester.

Open to graduate students only.

The MA in Interior Design at The New England School of Art & Design at Suffolk University culminates in a final thesis project. This final project is based on an original thesis idea associated with a student's selected program track. The thesis project explores the idea through the venue of an interior design building project that is focused by an aspect of design theory and aesthetics.

Thesis Research (ADI 840), Thesis (ADI S842), and Thesis Documentation (ADI S844) are intended as the final three courses in the Masters Program curriculum sequence. Successful completion of Thesis is a prerequisite for enrollment in Thesis Documentation.

ADI 840 – Thesis Research

Thesis research is part seminar and part independent research. The seminar addresses aesthetic theory. Selected original text readings expose students to philosophical arguments that attempt to establish rules of language and practice about design and art. In studying these texts, close attention is given to the construction of a thesis and its argument. Students are asked to apply the theory they are studying to their selected MA thesis topic. The independent research portion of this class requires that the student: identify a thesis topic, research case studies relevant to this thesis topic, program their thesis design project, and select a site. Students learn research techniques, how to develop a bibliography, methodology for writing research papers, fact finding, and organization methods.

3 credits.

Normally offered every semester.

Open to graduate students only.

ADI S842 – Thesis

The NESADSU MA thesis is an independent project executed by each student working with a team of advisors. Realization of the thesis project includes schematic design to detailing and must demonstrate the student's understanding of the historical, technological, and aesthetic parameters of interior design. The final thesis project is comprised of an interior design project and a written statement. Students must demonstrate independence in relationship to their own design process and ability to realize an interior design project.

3 credits.

Normally offered every semester.

Open to graduate students only.

ADI S844 – Thesis Documentation

This course represents the final phase of the thesis process and constitutes the conclusion of the Master's program sequence. Having defined the design problem, and completed the research and design portions, the student will then document the project in written and visual form. The components will include construction documents and specifications, as well as a book in which the thesis proposal and results are composed in both text and images. The MAID thesis document serves as an exposition of the process and nature of the thesis program and ultimately serves as a resource of interior design research for the greater design community.

Prerequisite: ADI S842.

3 credits.

Normally offered every semester.

Open to graduate students only.

ADI S900/900 – Graduate Directed Studio/Study

The student completes a directed study project, either studio (ADI S900) or non-studio (ADI 900), under the supervision of an interior design faculty member. Please see "Directed Study" in the Suffolk University Academic Catalog. Independent study forms are available from the Office of the Academic Dean and Registrar. All independent study request forms must be accompanied by a written proposal and must be approved by the individual faculty member, the Interior Design Program Director, the NESADSU Chairman and the Academic Dean.

Available every semester.

Credits vary.

MASTER OF SCIENCE IN COMPUTER SCIENCE

Department of Computer Science Graduate Faculty

Professors: Donald L. Cohn, Paul Ezust (Department Chair), Eric R. Myrvagnes, Dan C. Ștefănescu (Graduate Program Director)

Assistant Professors: Fei Shi, Thomo, Dmitry Zinoviev

Master Lecturer: Stanley

The Master of Science in Computer Science (MSCS) program offers a strong applied component in Software Engineering and Databases while providing a thorough grounding in the fundamental concepts of Computer Science. This emphasis on applications is rare among graduate programs in the Boston area.

Conveniently located, especially for part-time students who work in Boston, this program offers advantageous flexibility and currency. State-of-the-art courses will prepare successful students to be productive in varied business and industrial settings.

Our graduate program is designed to enable computer professionals to advance to a higher level of professional activity while also providing a practical way for people not yet trained in computer science to enter this exciting field.

Admission Requirements

Optimally, a candidate admitted to this program should have an undergraduate background in computer science and mathematics. Without such preparation, an applicant can be considered for admission provided he or she has the necessary background to take the Undergraduate Level Foundational courses listed below. The prerequisite for these Foundational courses is a good working knowledge of calculus, at the level of our MATH 161-162, and a rigorous course in C programming, equivalent to our CMPSC 131.* We normally offer these basic courses during our summer sessions.

**As a general rule, it is quite unrealistic to contemplate a career in computer science before one has successfully completed these three critical, basic courses.*

Degree Requirements

Depending on their backgrounds in math and computer science, candidates for the degree of Master in Computer Science must complete courses totaling 30 to 54 credits (as described below), with a cumulative grade point average of at least "B" (3.0).

A full-time course load is 9 credit hours per term.

The courses fall into the following four categories (all are 3 credit courses).

Foundational Mathematics

CMPSC M611 Discrete Math I
CMPSC M612 Discrete Math II

Foundational Computer Science

CMPSC 601 Intermediate Programming
CMPSC 602 Assembly Language and Computer Structure
CMPSC 603 Data Structures and Algorithms
CMPSC 604 Architecture of Computer Systems
CMPSC 605 Operating Systems
CMPSC 606 Organization of Programming Languages
CMPSC 607 Intro to Database Systems
CMPSC 608 Object-Oriented Programming

Foundational courses are undergraduate courses normally taken by computer science majors. Well-prepared students may waive Foundational courses that they have completed at an accredited university with a grade of "B" or better.

Required Core Computer Science Courses

12 Credits

CMPSC 623 Analysis of Algorithms
CMPSC 641 Advanced Databases
CMPSC 665 Compilers
CMPSC 667 Advanced Computer Architecture

The Required Core Computer Science courses are graduate level courses designed to provide the necessary depth of understanding in key areas of computer science.

Required Applied Computer Science Courses

12 Credits

Chosen from the following (tentative) list:
CMPSC 621 Object Oriented Analysis and Design
CMPSC 627 Artificial Intelligence
CMPSC 633 Software Engineering
CMPSC 635 Advanced Operating Systems
CMPSC 637 Modern Program Development
CMPSC 647 Client/Server Systems
CMPSC 661 Logic Programming
CMPSC 671 Networks
CMPSC 673 Parallel Computing and Programming

The Required Applied Computer Science courses are graduate level courses designed to provide students with advanced knowledge, skills, and techniques in a variety of critical areas; hence, the list of such courses will change as needed to reflect current industrial needs and trends.

Computer Science Electives

6 Credits

The Computer Science Electives can be fulfilled by taking any two Computer Science courses numbered higher than 620. Also, any two Foundational Computer Science courses at or above the level of CMPSC 604, which have been completed at Suffolk University with grades of at least "B," could be used as Computer Science Electives.

Departmental Review

A student who enters our MSCS program needing to take a substantial number of Foundational courses will be subject to a departmental review process to determine the feasibility of continuing in the program if his or her cumulative grade point average (GPA) in the Foundational courses falls below 3.3. Graduate students above the Foundational level must maintain a GPA of at least 3.0.

Interim Credential

Any student who enters our MSCS program without an undergraduate degree in computer science, after completing the Foundational courses described above, may be eligible to receive a Certificate of Computer Science Studies described below.

Co-Ops and Financial Aid

Our graduate students are encouraged to explore various co-op opportunities after their first year of study. A well prepared candidate, taking a co-op assignment during the second year of study, can comfortably earn the MSCS degree in four semesters. In addition, qualified graduate students can apply for Teaching Fellowships and work assignments in the CS Labs, the Web Resource Center and the MATH/CS Support Center. We also have a limited number of partial tuition scholarships.

Certificate of Computer Science Studies

Candidates for the Certificate of Computer Science Studies must complete all of the Foundational mathematics and computer science courses listed above. Six or more of these courses must be completed at Suffolk University. If more than four Foundational courses have been waived, then other graduate computer science courses may be applied towards the certificate. Candidates for the Certificate of Computer Science Studies must have a cumulative GPA of at least 3.0.

Computer Science Foundational Course Descriptions

CMPSC 601 – Intermediate Programming

A second course in C programming. Topics include pointers, arrays (a review, relating arrays and pointers), structures, recursion, simple data structures (linked lists, stacks, queues, etc.), sorting, searching, and files.

Prerequisite: CMPSC 131 or an equivalent, rigorous "CS1" course.

Undergraduate level course

CMPSC 602 – Assembly Language and Computer Structure

Introduction to computer architecture and machine language programming, internal representation of data, and programs and assembly language programming. Machine and assembly language implementations of constructs from higher-level languages such as C (including recursion and floating point arithmetic) are studied.

Prerequisite: CMPSC 131 or an equivalent, rigorous "CS1" course.

Undergraduate level course

CMPSC 603 – Data Structures and Algorithms

Includes topics such as strings, stacks, queues, lists, trees, graphs, sorting, searching, hashing, dynamic storage allocation. Most programming will be done in the C language.

Prerequisite: CMPSC 601.

Undergraduate level course

CMPSC 604 – Architecture of Computer Structure

This course deals with the structure and operation of the major hardware components of a computer. Topics include basic logic design, basic datapath construction, basic pipelining, I/O system design, issues in memory hierarchy, and network interface design.

Prerequisites: CMPSC 601 and CMPSC 602, which may be taken concurrently.

Undergraduate level course

CMPSC 605 – Operating Systems

An introduction to operating systems. Topics include I/O devices, process management, scheduling concurrency, and multithreading, memory management, and file system organization. Intensive programming assignments aim at the development of system programming skills in C.

Prerequisites: CMPSC 604 and a strong working knowledge of C.

Undergraduate level course

CMPSC 606 – Organization of Programming Languages

An introduction to functional programming and to the meaning and implementation of various programming language features. The course begins with a brief introduction to the Scheme language, which is then used to write interpreters for small languages that contain features typical of larger, more realistic languages.

Prerequisites: CMPSC 602 and CMPSC 603.

Undergraduate level course

CMPSC 607 – Introduction to Database Systems

Introduction to the purpose and nature of database systems. Topics covered include major database models, relational database design, internals of database systems, concurrency control and recovery.

Prerequisites: CMPSC 603 and CMPSC M612.

Undergraduate level course

CMPSC 608 – Object-Oriented Programming

Classes, objects, streams, overloading, constructors, destructors, dynamic storage handling, pointers, references, encapsulation, class derivation and inheritance, polymorphism, templates, exception handling. Extensive C++ programming project will be developed incrementally throughout the semester.

Prerequisite: CMPSC 601.

Undergraduate level course

CMPSC 609 – Java Enterprise Technology

This course assumes that the student is familiar with Object Oriented Programming in C++. It quickly covers HTML and Java (J2EE) and then deals with multitier architecture for web applications, simple web servers, database applications, Enterprise JavaBeans (EJB), session beans, entity beans, Java Servlet technology, JavaServer Pages (JSP) technology, transactions, integration of all these components into one web application.

Prerequisite: CMPSC 608.

1 term – 3 credits.

Normally offered each semester.

Undergraduate level course

CMPSC 610 – Introduction to Computer Graphics

This course is intended to cover the “classical” computer graphics, as well as give an overview of related fields, such as scientific visualization, graphics hardware, and GUIs. An introduction to computer graphics includes: windowing, clipping, panning and zooming; geometrical transformations in 2D and 3D; algorithms for raster displays (scan-line conversion, polygon fill, fonts, polygon clipping, etc.); hidden line and hidden surface removal, shading models; image formats; splines and surfaces; user interaction. Programming assignments will focus on the implementation of graphics algorithms and concepts using the X library in Linux environment.

Prerequisites: MATH 281, CMPSC 265 and a working knowledge of C.

1 term – 3 credits.

Offered as the need arises.

Undergraduate level course

CMPSC M611 – Discrete Math I

An introduction to selected topics in discrete mathematics, with emphasis on applications in computer science. Topics chosen from mathematical logic, set theory, number theory, functions, relations, and combinatorics.

Prerequisite: MATH 162.

Undergraduate level course

CMPSC M612 – Discrete Math II

Topics chosen from relations (if not covered in MATH 611), recurrence relations, growth of functions, graphs, trees, finite automata, and formal languages.

Prerequisite: CMPSC M611.

Undergraduate level course

Computer Science Graduate Course Descriptions

The following graduate level courses all assume a level of understanding of math and computer science that is best acquired by completing the Foundational courses described above.

CMPSC 621 – Object Oriented Analysis and Design

Topics covered include RDD, CRC cards, UML, and Design Patterns. Rational Rose will be used extensively. Throughout the course OOAD techniques are applied to an extensive software development project.

Prerequisite: Foundational courses, especially CMPSC 608 or permission of instructor.

CMPSC 623 – Analysis of Algorithms

Basic techniques of design for sequential, parallel and probabilistic algorithms including divide and conquer, greedy method, dynamic programming, etc.

Prerequisite: Foundational courses, especially CMPSC 603 and CMPSC M612, or permission of instructor.

CMPSC 627 – Artificial Intelligence

Principles of artificial intelligence as well as state-of-the-art advances in knowledge representation, expert systems, natural language, planning and others.

Prerequisite: Foundational courses or permission of instructor.

CMPSC 633 – Software Engineering

Course dealing with issues concerning long term, large scale programming projects: problem specification, system design, documentation, testing and maintenance, software environments.

Prerequisite: Foundational courses or permission of instructor.

CMPSC 635 – Advanced Operating Systems

This course is intended to be a continuation of CMPSC 605. The emphasis is on modern classes of operating systems, such as network-oriented and distributed OS, real-time OS, secure and trusted OS, etc. Classic textbooks and research papers will be used. Programming exercises will focus on the development of system programming skills in Linux and QNX environments.

Prerequisite: Foundational courses, especially CMPSC 605, or permission of instructor.

CMPSC 637 – Modern Program Development Techniques

Students will be exposed to current advanced design and implementation techniques and will develop programs using one or more suitable modern programming languages.

Prerequisite: Foundational courses or permission of instructor.

CMPSC 640 – User Interface Design

The term "User Interface" refers to the methods and devices that are used to accommodate interaction between machines and the human beings who use them (users). User interface design is one part of the process of application design. The topics of the course include concepts of user interface design, study of graphic subsystems that make UI possible, user interface design elements (basic building blocks that can be used in user interfaces), and tools that can be used to semiautomate the generation of user interfaces. A comparative study of such UI systems as Motif, GTK, Qt and Java will be presented.

CMPSC 641 – Advanced Databases

Data models, query languages, query optimization, concurrency control, recovery and distributed databases.

Prerequisite: Foundational courses, especially CMPSC 607, or permission of instructor.

CMPSC 645 – Semantics of Programming Languages

Formal models of programming languages, operational, denotational and axiomatic semantics. Applications to abstract interpretation methodology.

Prerequisite: Foundational courses, especially CMPSC 606, or permission of instructor.

CMPSC 647 – Client/Server Systems

Designing client/server applications, communication techniques and protocols, services and service advertising, multithreaded service architectures, recovery and fault tolerance, transaction processing monitors.

Prerequisite: Foundational courses, especially CMPSC 603 and CMPSC 605, or permission of instructor.

CMPSC 651 – Theory of Computation

Topics in recursive functions, Turing machines, automata, games and hierarchy of problems, probabilistic computations.

Prerequisite: Foundational courses or permission of instructor.

CMPSC 661 – Logic Programming

Topics in theoretical and practical aspects of logic programming including semantics, negation, metalevel reasoning, concurrency, expert systems, databases.

Prerequisite: Foundational courses or permission of instructor.

CMPSC 665 – Compilers

Basic techniques in lexical analysis, parsing, storage allocation, translation systems, code generation and optimization.

Prerequisite: Foundational courses, especially CMPSC 606, or permission of instructor.

CMPSC 666 – Advanced Topics in Compiler Design

This course is a continuation of the work in CMPSC F665 with an emphasis on code generation and optimization.

CMPSC 667 – Advanced Computer Architecture

Architecture of sequential and parallel computers including topics in data path design, memory organization, instruction set design, pipelining, super-computers and parallel computers.

Prerequisite: Foundational courses, especially CMPSC 604, or permission of instructor.

CMPSC 671 – Networks

Network topologies, ISO reference model, physical network layer, data-link layer, communication layer and routing, transport and session layers, transport protocols, network security and privacy, distributed network applications.

Prerequisite: Foundational courses or permission of instructor.

CMPSC 673 – Parallel Computing and Programming

Topics in programming models, architectures, algorithms and compilation techniques for parallel computers.

Prerequisite: Foundational courses or permission of instructor.

CMPSC 685 – Independent Study

Guided study on a topic at an advanced level.

CMPSC 695 – Master's Thesis

Guided research on a topic that has been approved as a suitable subject for a master's thesis.

MASTER OF SCIENCE IN CRIMINAL JUSTICE

The Master of Science in Criminal Justice degree combines intellectual breadth with a pragmatic, career-oriented focus. It is designed for mid-career working professionals as well as those who want to enter the fields of probation, policing, corrections, juvenile justice, victim advocacy, court and offender services, substance abuse, restorative justice and criminal justice policy.

The Criminal Justice Program is housed within the sociology department, situating the study of criminal justice within one of its foundational disciplines. This allows for an emphasis on the theoretically rich field of criminology and on issues of critical importance to criminal justice, such as ethics, class, race and gender, organizations, communities, and family systems.

Graduate Faculty

Professors: Spitzer, Todd (Chairperson, Sociology Department)

Associate Professors: Boyes-Watson, Garcia, Morton (Program Director), Norton-Hawk (Internship Program Director), Ptacek

Assistant Professor: Wiltz

Lecturers: Benedetti, Bresler, Brown, Bruce, Curtin, Hayes, Loughran

Degree Requirements

Ten courses (thirty semester hours), as indicated below. All courses are three semester hours. A full-time course load is 12 credit hours per term.

The three core courses provide a foundation in the areas of law, criminology and applied research. The optional requirements allow students to choose their own areas for specific application of theories and research methods. Finally, free electives or concentrations allow students to specialize in areas that are particularly important for criminal justice professionals, including domestic violence, substance abuse, counseling and public administration.

Students can gain academic credit (CJ 783-784) and experience in the field through one of a wide range of internships. A master's thesis is not required but is encouraged for qualified students. Students may receive up to six credits for thesis research and writing (CJ 723-724).

Full-time students can complete the program in twelve months.

Joint Degrees

(See the Joint Degree section of this catalog for more information)

- Juris Doctor/Master of Science in Criminal Justice
- Master of Science in Criminal Justice/Master of Science in Mental Health Counseling
- Master of Science in Criminal Justice/Master of Public Administration

Academic Standing

To receive the degree, candidates must have a cumulative grade point average of B (3.0). Upon completion of a semester, should a student's cumulative grade point average fall below 3.0, the student is subject to an academic warning. If a student's cumulative grade point average falls below 3.0 for two consecutive semesters and/or if the student receives two C grades, the student may be subject to dismissal from the program. No student may carry more than two grades of incomplete at any one time (exclusive of incomplete grades for thesis research and writing) unless the student has approval from the program director.

Transfer Credits

In some cases, transfer credits from other graduate degree programs in Criminal Justice or related fields may be accepted. Students interested in transferring graduate credits should speak with the director of the program and Graduate Admissions.

Requests for acceptance of graduate transfer credits must be made at the time of matriculation into the Master of Science in Criminal Justice program. Only courses in which students have received a grade of B or better will be considered for acceptance.

Financial Aid

Graduate fellowships and assistantships are available to full-time and part-time graduate students who meet various criteria for receiving financial aid. In order to be considered for these and other forms of assistance such as grants and loans, candidates should submit their application for Fall Semester admission to the Graduate Admissions Office by March 15 and their financial aid application to the Financial Aid Office by April 1.

Required Core Courses 9 Semester Hours

| | |
|--------|---|
| CJ 701 | Seminar in Crime and Justice |
| CJ 703 | Research Methods in Criminal Justice |
| CJ 704 | Legal Issues in the Criminal Justice System |

Option Requirements 9 Semester Hours

| | |
|--------|--|
| CJ 625 | Professional Writing for Sociologists/Criminologists |
| CJ 638 | White Collar Crime |
| CJ 657 | Perspectives on Drug Policy |
| CJ 681 | Crime and Communities |
| CJ 683 | Current Issues in Policing |
| CJ 685 | Seminar in Corrections |
| CJ 686 | Seminar in Juvenile Justice |
| CJ 687 | Justice and the Community Courts |
| CJ 688 | Restorative Justice |
| CJ 690 | Substance Abuse in Criminal Justice |
| CJ 691 | Intimate Violence and Sexual Assault |
| CJ 692 | Criminal Justice Policy |
| CJ 694 | Critical Victimology |
| CJ 695 | Special Topics in Criminal Justice |
| CJ 705 | Race, Class, Gender and Justice |
| CJ 708 | Ethical Issues in the Criminal Justice Professions |
| CJ 723 | Thesis Research and Writing I |
| CJ 724 | Thesis Research and Writing II |
| CJ 783 | Practicum in Criminal Justice I |
| CJ 784 | Practicum in Criminal Justice II |
| CJ 786 | Internship in Criminal Justice I |
| CJ 787 | Internship in Criminal Justice II |
| CJ 800 | Independent Study in Criminal Justice |

Free Electives 12 Semester Hours

Students may elect to take four courses from within the MSCJ program or approved graduate elective within the areas of public/business administration; mental health counseling; psychology; human services; communications and government.

Concentration Options

Students who elect to pursue one of the following concentrations must use free electives to fulfill the following requirements:

Victim Advocacy Concentration 12 Semester Hours

Choose 4 courses with the help of your advisor. The first three courses are highly recommended.

| | |
|------------|--|
| CJ 688 | Restorative Justice |
| CJ 691 | Intimate Violence and Sexual Assault |
| CJ 694 | Critical Victimology |
| CJ 695 | Special Topics: Practices in Restorative Justice |
| CJ 783/786 | Practicum or Internship in Victim Advocacy |
| EHS 691 | Domestic Violence Abuse and Neglect |
| EHS 713 | Counseling: Theory and Practice |

Substance Abuse Concentration 12 Semester Hours

Required course:

| | |
|--------|-------------------------------------|
| CJ 690 | Substance Abuse in Criminal Justice |
|--------|-------------------------------------|

Electives

Choose 3 courses with the help of your advisor:

| | |
|------------|--|
| CJ 657 | Perspectives in Drug Policy |
| CJ 783/786 | Practicum or Internship in Substance Abuse |
| EHS 713 | Counseling: Theory and Practice |
| EHS 727 | Substance Disorders and Treatment |

Master of Science in Criminal Justice Course Descriptions

CJ 625 – Professional Writing and Communication in Sociology/Criminology

This course examines select forms of professional writing and formal communication. Students receive extensive experience in the format, structure and content of writing on sociology and criminology issues. The primary focus is on the review and writing of journal articles and government reports. Aspects of grant writing are also discussed. The communication component focuses on developing multi-medial presentation skills in the topical areas. Overall, students can gain skills that enhance their capacity for effective communication and professional success.

CJ 638 – White Collar Crime

A graduate level examination of the relationship between crime, business activity, and technology with special attention to the crimes of the powerful and the changing relationship between economic development and criminal activity.

CJ 657 – Perspectives on Drug Policy

This seminar will explore the challenge of creating effective community responses to the problems of substance abuse, with a special focus on substance abuse in urban poverty areas. Readings will be drawn from the literature of history, psychology, urban ethnography, public health and law. The course will first place drug policy decisions in a historical and empirical framework. After considering special topics related to this framework – racial issues in anti-drug law enforcement, the challenges of creating partnerships among public sector agencies and the community, emerging concepts of addiction, the social demographics of drug use in diverse community contexts – this course will focus on the process of local strategy development, implementation and success measurement. Finally, the course will consider the issues raised in the integration of local and national strategies.

CJ 681 – Crime and Communities

This course will examine the relationship between crime, criminal justice and the community. Examines the impact of crime on local neighborhoods and community institutions. The role of the community in the criminal justice system and processes of social control are also examined. Topics covered include: local measurement of crime statistics; community policing; prevention and early intervention strategies; community corrections and intermediate sanctions. Strategies for empowering local communities to address the quality of life in the urban environment are also explored.

CJ 683 – Policing in a Free Society

This course is designed to provide students with an opportunity to examine various issues within professional policing. The role of police in the context of cultural influences and judicial and legislative mandates will be discussed, along with the impact of specific crime control strategies and technological advancements. Specific topics include organizational structures, political influences, socio-demographic factors, policing methods, integrity issues, and future trends.

CJ 685 – Seminar in Corrections

This course will examine the major issues in the adult correctional system. Traditional incarceration as well as pretrial and post-conviction alternatives will be explored. Covered topics may include: prison and jail overcrowding; issues in classification; mental health and incarceration; substance abuse treatment within the prison setting; prison security and disturbances; vocational and educational programming within prisons; ethics and corrections.

CJ 686 – Seminar in Juvenile Justice

This course examines the array of issues concerned with the administration and operation of the juvenile justice system. The historical, philosophical and legal foundations of the juvenile system will be examined along with the legal and philosophical changes within the system in contemporary period. Special attention will be given to the Massachusetts model of juvenile corrections and treatment.

CJ 687 – Justice and the Community Courts

This course examines, from the perspective of a working judge, the administration of justice in the community courts. Topics include the role of the judge; relationships between prosecutors, defense lawyers, and the courts; the relationships between the courts and the police; the pros and cons of plea bargaining; the goals of sentencing; and the clash between victim's rights and defendant's rights. Difficult kinds of cases will be addressed, such as cases of domestic violence, child sexual abuse, and crime relating to substance abuse. Questions concerning judicial accountability and the role of judges in the community will also be raised.

CJ 688 – Restorative Justice

Restorative justice is a philosophical framework which proposes an alternative to our current way of thinking about crime and justice. Through restorative justice, all the stakeholders to crime – victims, offenders, families, the wider community and the state – are active in the response to crime. This course examines both the theoretical foundation of restorative justice rooted in a variety of legal and religious traditions; and the array of practices associated with restorative justice from around the world. Restorative justice philosophy and practice has impacted all areas of the criminal justice system including policing, probation, courts and correctional programming for juvenile and adult offenders. Students will be afforded a hands-on experience through role-playing, guest speakers and field trips in the application of restorative values to the contemporary justice system. Students will examine the meaning of justice in their own experiences, and be challenged to envision a community-based restorative response to crime and violence.

CJ 690 – Substance Abuse in Criminal Justice

The issue of substance abuse is a major social problem in the United States. Laws concerning substance abuse have created a crisis in law enforcement and criminal justice. The "War on Drugs" is responsible for a dramatic rise in incarceration in recent years. Individuals involved in other kinds of crime also report involvement with drugs. Major political debates over the creation and implementation of drug laws have arisen, addressing issues of racial disparities in arrest and sentencing, the effectiveness of treatment, and the goals of drug policies, among others. This course examines and untangles the complex issues of substance abuse and their implications for criminal justice institutions.

CJ 691 – Intimate Violence and Sexual Assault

This seminar focuses on two interrelated types of violence, battering and sexual assault. Both of these crimes have been the subject of intense political organizing, cultural controversy, and criminal justice reform over the past 25 years. Together these issues currently account for a significant portion of the work of the police and the courts. The research literature on these topics has increased dramatically in recent years. There are now many studies of women victimized by battering and rape, and of men who commit these crimes. There is a growing body of research on institutional responses to such violence, particularly criminal justice responses. There is new literature on the racial and class dimensions of this violence, on trauma and recovery, and on battering in lesbian and gay relationships. This course examines these crimes from psychological, sociological, and criminal justice perspectives.

CJ 692 – Criminal Justice Policy

This course will focus on the policy implications of various sociological theories of crime and punishment. Focus will be on the analysis of various alternative policies within the criminal justice system both within the U.S. and in Europe. Attention will be given to the politics of crime control and to the role of the media, citizen groups, and other interest groups in shaping criminal justice policy.

CJ 694 – Critical Victimology

Victimology is the study of crime victims. In the history of criminology and criminal justice, this has been a surprisingly neglected topic. This course investigates the relationship between victims of crime and offenders; the harms suffered by crime victims; recovery from victimization; and the response to crime victims by criminal justice institutions and the "helping professions." Critical attention will also be given to victimization occurring within criminal justice institutions, as in the case of rape in prisons. Recent changes in criminal justice responses to victims of child abuse, violence against women, and "hate crimes" will also be addressed. Topics will also include the public reaction to crime victims and recent organizing around "victim's rights."

CJ 695 – Special Topics in Criminal Justice

Thematic investigations of problems and topics in criminal justice. Special topics include but are not limited to the areas of domestic violence and sexual assault; children and crime; crime, justice and popular culture; restorative justice; community policing, drugs and the law, and drug policy.

CJ 701 – Seminar in Crime and Justice

A sociological investigation of the relationship between crime and justice in contemporary American society. The possibilities and limits of traditional approaches to crime control are examined in the context of our search for harmony, justice and social change. Problems in evaluating the techniques, goals and effectiveness of criminal justice agencies and organizations are considered as well as models for rethinking the scope and nature of our responses to crime.

CJ 703 – Research Methods in Criminal Justice

This course provides students with the fundamental tools for evaluating, designing and implementing basic and applied empirical research within the area of criminal justice. The association between theories and research methods used in the study of criminal justice is explored through a variety of related data sources. Topics covered include: the principles of research design; problems of inference; survey design; and basic methods of data analysis. Students will obtain hands-on experience in project design and data analysis.

CJ 704 – Legal Issues in the Criminal Justice System

An examination of the criminal law and legal institutions as they shape the workings of the criminal justice system and influence the decisions of criminal justice practitioners. Basic elements of the criminal law and the legal system are explored as part of the working environment of police, prosecutors, defense attorneys, judges, probation and parole officers, correctional personnel, advocates, and other who play an official role in the social drama of crime and punishment. Case studies illustrate the possibilities and limitations of the criminal law and its organizational components as a framework for achieving justice, social control and social change.

CJ 705 – Class, Race, Gender and Justice

An in-depth examination of the inequalities within the criminal justice system and its relationship to structural inequalities within the wider society. This course will examine the theoretical and empirical debates on the disparities in law and justice based on race, class and gender. Topics include: wrongful convictions and racial prejudice; the war on drugs and the politics of race; gender and the issue of judicial leniency; victimization and class. Case study materials focus on current debates of seminal issues.

CJ 708 – Ethical Issues in the Criminal Justice Professions

An examination of the issues that face criminal justice professionals and the criminal justice system, at both the theoretical and applied levels, including deceptive interrogation techniques, undercover operations, corruption, excessive force, relationships with journalists, and whistleblowing.

CJ 723 – Thesis Research and Writing I

Students initiate research on a topic area of criminal justice under the supervision of a thesis advisor and committee. Research design, organization and literature survey, pretesting and preliminary analysis is completed as a student moves into and through the first stages of the research project.

CJ 724 – Thesis Research and Writing II

Students continue their research with a focus on refining their concepts, analysis and interpretation of findings. Writing is supervised with special attention to the connections between the results and applications to criminal justice issues. Students present findings and the final written product to their thesis committee.

CJ 783 and CJ 784 – Practicum in Criminal Justice I and II

This practicum is designed for the working professional graduate student who does not anticipate a career change but intends to seek advancement in their profession. The purpose of this practicum is to allow the student (1) to integrate what they learned in the classroom with their professional career, (2) to anticipate future opportunities in their profession, and (3) to develop a formal network of well-established colleagues. Students register for one semester and must meet with the practicum advisor in the semester prior to the practicum. Library research, interviewing and a presentation will be required.

CJ 786 and CJ 787 – Internship in Criminal Justice I and II

Placements are designed for the student who has no previous experience in criminal justice or for the professional who wants to make a career change. The primary objective is to provide the student with the opportunity to experience the day-to-day functioning of a criminal justice agency. The student may register for one or two semesters and must meet with the internship advisor in the semester prior to the placement. A minimum commitment of working one day per week per semester (total minimum of 110 hours per semester) is required.

CJ 800 – Independent Study in Criminal Justice

Students pursue an in-depth research project under the direction of a qualified member of the graduate faculty.

GRADUATE PROGRAMS IN ECONOMICS

Department of Economics Graduate Faculty

Professors: David G. Tuerck (Chairperson),
Sanjiv Jaggia, Alison Kelly Hawke

Associate Professors: In-Mee Baek, Darlene C.
Chisholm, Jonathan Haughton, Shahrzad Mohtadi

Assistant Professor: Zaur Rzakhonov

The graduate economics department offers three programs of study: The Master of Science in Economic Policy (MSEP), the Master of Science in International Economics (MSIE) and a Doctor of Philosophy in Economics (Ph.D. in Economics). The MSIE offers a joint program with the Law School (JD/MSIE).

Descriptions of each program, admission requirements, and a list of required courses are on the following pages under the appropriate headings.

Financial Aid

Graduate fellowships, assistantships, and Beacon Hill Institute stipends are available to graduate students who meet various criteria for receiving financial aid. These awards will only cover a portion of the cost of the program. Candidates should submit their application for admission to the Graduate Admission Office, and their financial aid application to the Financial Aid Office and to the Department of Economics.

Academic Standing

To receive the degree, candidates must have a cumulative grade point average of B (3.0). Upon completion of a semester, should a student's cumulative grade point average fall below 3.0, the student is subject to an academic warning. If a student's cumulative grade point average falls below 3.0 for two consecutive semesters and/or if the student receives two grades of C or lower, the student is subject to dismissal from the program.

No student may carry more than two grades of incomplete at any one time unless the student has obtained approval for excessive incomplete grades from the Department Chairperson and the Program Director.

Students carrying excessive Incomplete grades may, at the discretion of the Department Chairperson or the Program Director, be required to complete the course work carrying the Incompletes before being permitted to register for additional course work. No student with outstanding Incomplete grades will be granted the degree.

MASTER OF SCIENCE IN ECONOMIC POLICY

The Master of Science in Economic Policy (MSEP) is designed for students preparing for a career in government, business or academia, as an administrator, analyst or consultant. It is for those who are interested in understanding the economic basis and the economic effects of public policy decisions and who want to acquire quantitative skills for public policy analysis. Students completing the program will typically pursue (1) a private or public-sector career in government budget or tax analysis, (2) a career in government consulting or government relations or (3) a Ph.D. in economics or public policy. Public policy practitioners and analysts will find the program valuable in analyzing current and proposed public policy initiatives. Those working in business or the financial sector will be able to analyze the effect of public policies on their industry and the economy.

Admission Requirements

Students may apply for admission in the Fall or Spring semesters. To be admitted, candidates must hold a bachelor's degree from an accredited college or university and must submit, along with the application, a statement of professional goals, two letters of recommendation, transcripts of previous academic work, and GRE scores (GMAT scores may be substituted). International students must also submit TOEFL scores and a statement of financial resources. In certain cases, an interview may be required. Candidates must also have completed undergraduate courses in Principles of Economics and in Principles of Statistics. Candidates may take these courses at Suffolk University prior to being admitted into the program.

Degree Requirements

The degree requires the successful completion of seven required courses, three elective courses and a three-credit internship (or the completion of seven required courses, EC 785, and three elective courses for students who are already working or have relevant work experience). Full-time students with the appropriate background can complete the program in three semesters. The program will be offered in the evening and students may enroll on a part-time basis. A full-time course load is 12 credit hours per term.

All degree, curriculum, and course descriptions are subject to review and revision.

Curriculum

Required Courses

| | |
|-----------|---|
| EC 710 | Macroeconomics I |
| EC 720 | Applied Microeconomics |
| EC 721 | Public Economics: Tax and Budget Policy |
| EC 723 | Economics of Regulation |
| EC 724 | Cost Benefit Analysis |
| EC 733 | Public Choice |
| EC 750 | Applied Econometrics |
| EC 790 | Internship (three credits) |
| OR | |
| EC 785 | Topics in Economics (for students who are already working or who have relevant work experience) |

Elective Courses

| | |
|-----------|---|
| PAD 809* | Economic, Financial and Administrative Strategies of Public Service |
| PAD 827* | Financing State and Local Government |
| GOV 623** | Political Survey Research |
| GOV 747** | Seminar in Legislation and Lobbying (4 credits) |
| EC 730 | International Trade Theory and Policy |
| EC 760 | Economic Forecasting |
| EC 785 | Topics in Economics |

*Offered by Suffolk University's Frank Sawyer School of Management.

**Offered by the Department of Government.

All courses carry three credit hours unless otherwise indicated. The program must be completed in no more than five years.

MASTER OF SCIENCE IN INTERNATIONAL ECONOMICS

The Master of Science in International Economics (MSIE) is designed for students preparing for a career in international business or government as an analyst or consultant. Students completing the program will typically seek employment with international trading companies, financial institutions, economic forecasting and consulting companies, international law firms, and various international organizations. In addition, the program prepares students for study at the doctoral level.

The aim of the MSIE program is to provide students with a solid foundation in economic theory and quantitative methods, and to equip them with the knowledge and functional skills necessary to compete in the global economy. These functional skills include the ability to apply sophisticated statistical methods to estimate and test economic models; the ability to apply advanced forecasting techniques for economic, financial, and marketing research; the ability to construct and use international financial databases and spreadsheets; and the ability to analyze international trade issues and policies, the international monetary system, the foreign exchange market and exchange rate risk management.

Admission Requirements

Students may apply for admission in the Fall or Spring semesters. To be admitted, candidates must hold a bachelor's degree from an accredited college or university and must submit, along with the application, a statement of professional goals, two letters of recommendation, transcripts of previous academic work, and GRE scores (GMAT scores may be substituted). International students must also submit TOEFL scores and a statement of financial resources. In certain cases, an interview may be required. Candidates must also have completed undergraduate courses in Principles of Economics and in Principles of Statistics. Candidates may take these courses at Suffolk University prior to being admitted into the program.

Joint Degrees

(See the Joint Degree section of this catalog for more information)

- Juris Doctor/Master of Science in International Economics

Degree Requirements

The degree requires the successful completion of eight required courses and two elective courses. Full-time students entering in the Fall with the appropriate background can complete the program in one calendar year. The program is offered in the evening and students may enroll on a part-time basis. A full-time course load is 12 credit hours per term.

All degree, curriculum, and course descriptions are subject to review and revision.

Curriculum

Required Courses

| | |
|--------|-------------------------------------|
| EC 710 | Macroeconomics I |
| EC 720 | Applied Microeconomics |
| EC 730 | International Trade Theory & Policy |
| EC 740 | International Monetary Economics |
| EC 745 | International Financial Economics |
| EC 750 | Applied Econometrics |
| EC 755 | Global Data Analysis |
| EC 760 | Applied Time Series Methods |

Elective Courses

(choose two from the following):

| | |
|--------|------------------------------------|
| EC 775 | International Portfolio Management |
| EC 785 | Topics in Economics |
| EC 786 | Topics in International Economics |

All courses carry three credit hours.

The faculty will advise students as to which courses they should complete each semester. This program must be completed in no more than five years.

Ph.D. IN ECONOMICS

With a Ph.D. in Economics you will be able to help formulate economic policy in government or in leading international economic institutions. A Ph.D. will set you apart and position you to advance in your field. Suffolk offers a Ph.D. program with a focus in either International Economics or Economic Policy. The program has a unique applied focus, which will enable graduates not only to seek academic appointments, but also to compete for jobs in the business sector. The program is designed for mid-career professionals as well as for those who have just completed their bachelor's degree. As part of the Department of Economics at Suffolk University, the Ph.D. in Economics program is academically rigorous and provides a solid core in economic theory. The electives allow you to tailor your studies to your own particular interests in theory and in research. Student may enroll in the program on a part-time basis.

Admission Requirements

To be reviewed for admission into the Ph.D. in Economics programs, you must hold a bachelor's degree from an accredited college or university and complete the application process.

- Students must have scored at least a combined 1100 on the Quantitative and Verbal sections and at least 3.5 on the Analytical Writing section of the Graduate Record Examination (GRE) within the five years prior to applying.
- Students must submit three letters of recommendation, at least one of which must be an academic recommendation.
- Students must have completed undergraduate microeconomics, macroeconomics, and statistics. Students must have completed a college-level calculus course prior to commencing studies in the program. Note that we will not be offering a departmental preparatory course.
- International students must score 575/230 on the Test of English as a Foreign Language exam (TOEFL).

Degree Requirements

Each student must complete 48 hours of course work and at least 24 credit hours of thesis research. The program requires students to earn a total of 72 credits (eight core courses, four field courses, four general electives, and twenty-four credit hours of thesis research). In addition, students must defend their theses.

Qualifying Examinations

A typical student will take courses in Microeconomics, Macroeconomics and Econometrics in their first two semesters. A student who maintains a cumulative grade point average of B or better in these courses will be allowed to take a qualifying examination in each of these three areas. The qualifying examinations will be given once per year. Students will have to pass the qualifying examinations in no more than two attempts to continue in the program. The course work and qualifying examination portion of the program must be completed within the first five years of enrollment.

Curriculum

| Core Requirements | 24 Credits |
|-------------------|------------|
|-------------------|------------|

| | |
|--------|-----------------------------|
| EC 710 | Macroeconomics I |
| EC 810 | Macroeconomics II |
| EC 820 | Microeconomics I |
| EC 821 | Microeconomics II |
| EC 822 | Microeconomics III |
| EC 850 | Econometrics I |
| EC 851 | Econometrics II |
| EC 760 | Applied Time Series Methods |

| General Elective Courses | 12 Credits |
|--------------------------|------------|
|--------------------------|------------|

Choose four courses from the following, with the help of your advisor:

| | |
|--------|-----------------------------------|
| EC 733 | Public Choice |
| EC 755 | Global Data Analysis |
| EC 785 | Topics in Economics |
| EC 786 | Topics in International Economics |
| EC 855 | Time Series Econometrics |
| EC 860 | Topics in Microeconometrics |

Economic Policy (12 Credits)

Required Field Courses

| | |
|--------|---|
| EC 721 | Public Economics: Tax and Budget Policy |
| EC 723 | Economics of Regulation |

Elective Field Courses

Choose two courses from the following, with the help of your advisor:

| | |
|--------|-------------------------|
| EC 724 | Cost Benefit Analysis |
| EC 840 | Industrial Organization |
| EC 845 | Environmental Economics |
| EC 846 | Health Economics |

International Economics (12 Credits)

Required Field Courses

| | |
|--------|----------------------------------|
| EC 740 | International Monetary Economics |
| EC 830 | International Trade Theory |

Elective Field Courses

Choose two courses from the following, with the help of your advisor:

| | |
|--------|---|
| EC 742 | Transition/Development Economics |
| EC 745 | International Financial Economics |
| EC 831 | International Trade Policy: Issues and Analysis |
| EC 840 | Industrial Organization |

Typical Course of Study

Below are outlines of the course of study for typical full-time students completing the program in five years.

For the Field of Economic Policy

Year 1 18 Credits

Fall Semester

| | |
|--------|------------------|
| EC 710 | Macroeconomics I |
| EC 820 | Microeconomics I |
| EC 850 | Econometrics I |

Spring Semester

| | |
|--------|-------------------|
| EC 810 | Macroeconomics II |
| EC 821 | Microeconomics II |
| EC 851 | Econometrics II |

Summer Semester

Qualifying Examinations

Year 2 18 Credits

Fall Semester

| | |
|--------|-------------------------|
| EC 723 | Economics of Regulation |
| EC 822 | Microeconomics III |
| Open | One Field Elective |

Spring Semester

| | |
|--------|---|
| EC 721 | Public Economics: Tax and Budget Policy |
| EC 760 | Applied Time Series Methods |
| Open | One Field Elective |

Year 3

Fall Semester

Three General Electives

Spring Semester

One General Elective
Thesis Proposal

Year 4 and Year 5

Thesis

For the Field of International Economics

Year 1 18 Credits

Fall Semester

| | |
|--------|------------------|
| EC 710 | Macroeconomics I |
| EC 820 | Microeconomics I |
| EC 850 | Econometrics I |

Spring Semester

| | |
|--------|-------------------|
| EC 810 | Macroeconomics II |
| EC 821 | Microeconomics II |
| EC 851 | Econometrics II |

Summer Semester

Qualifying Examinations

Year 2 12 Credits

Fall Semester

| | |
|--------|----------------------------------|
| EC 740 | International Monetary Economics |
| EC 822 | Microeconomics III |

Spring Semester

| | |
|--------|-----------------------------|
| EC 760 | Applied Time Series Methods |
| Open | One Field Elective |
| Open | One Field Elective |

Year 3

Fall Semester

One Field Elective
Two General Electives

Spring Semester

One General Elective
Thesis Proposal

Year 4 and Year 5

Thesis

Economics Graduate Course Descriptions**EC 710 – Macroeconomics I**

This course examines the decision-making calculus of individual households and firms in an environment that may be characterized by imperfect information, in the context of the aggregate economy, technological change and supply shocks. Topics to be emphasized are intertemporal household and firm decision making, overlapping generations, the permanent income hypothesis and the conditions necessary for, and the consequences of, wage and price rigidities. Consideration will be given to open- as well as closed-economy models.

1 term – 3 semester hours.

Normally offered every year.

EC 720 – Applied Microeconomics

The application of mathematical techniques in microeconomics to solve managerial decision problems. The theory of the firm is used to integrate microeconomics with decision sciences using various business applications. Topics include optimization, economic theory of consumer and firm behavior, risk and uncertainty. A global view of managerial economics is taken to reflect the current globalization of production and distribution to the world.

1 term – 3 semester hours.

Normally offered every year.

EC 721 – Public Economics: Tax and Budget Policy

The theory of tax policy and tax structure. The effects on economic behavior (including labor supply, saving, risk-taking and investment, charitable giving, and growth) of different taxes (income, sales, value-added, inheritance, wealth, property). Tax equity, efficiency and incidence, in the United States and in comparative perspective. Additional topics include modeling state taxes; social security and pensions; and tax competition.

Prerequisites: EC 720 or EC 820.

1 term – 3 semester hours.

Normally offered every year.

EC 723 – Economics of Regulation

This course examines regulation and analyzes the structure, conduct, and performance of American industry. Monopoly and strategic behavior in oligopoly and monopolistic competition are considered. U.S. antitrust law and the effect of regulatory laws on industrial performance are explored. Regulatory practices, rate setting, deregulation, public-enterprise pricing, and issues in privatization are examined, with an emphasis on case studies and policy analysis.

Prerequisites: EC 720 or EC 820 or permission of instructor.

1 term – 3 semester hours.

Normally offered every year.

EC 724 – Cost Benefit Analysis

The objective of the course is to expose students to the theoretical principles and practical applications of investment appraisal and risk analysis in the context of the development process. It begins with the financial appraisal of investment expenditures and then proceeds to detailed discussion of the techniques in economic cost-benefit analysis. An integrated approach will be applied to the financial, economic, distributive, and risk evaluation of projects. Students will be working on exercises and cases throughout the course. In general, an applied exercise will accompany each of the theoretical issues discussed in the lectures.

Prerequisites: EC 720 or EC 820 or permission of instructor.

1 term – 3 semester hours.

Normally offered every year.

EC 730 – International Trade Theory and Policy

Analysis of the causes and consequences of international trade and international factor movements. Coverage of the neoclassical, the Heckscher-Ohlin and alternative theories of trade. Other topics include the instruments of trade policy, the impact of trade policies on economic welfare and income distribution, the political economy of protectionism and the economics of integration.

1 term – 3 semester hours.

Normally offered every year.

EC 733 – Public Choice

This course considers the degree to which it is possible to explain, predict and guide political decision through the application of economic analysis. The course is organized around two competing visions of public choice: (1) a traditional "organic" approach that sees the core problem for public choice as requiring the maximization of social welfare and (2) a newer "contractual" approach that sees that problem as requiring attention to the institutional framework within which political decisions are made. Topics to be considered include the Arrow paradox and other problems in aggregating individual choices, rent seeking, the "Leviathan" hypothesis and non-market demand-revealing methods.

1 term – 3 semester hours.

Normally offered every year.

EC 740 – International Monetary Economics

Analysis of international financial mechanism, open economy macroeconomic models, exchange rate movements, foreign currency market behavior and international monetary system. Topics include basic equilibrium conditions in international financial transactions, balance of payments adjustment, various approaches to determination of foreign exchange rates, an analysis of behavior of foreign currency market under uncertainty, and international monetary integration.

Prerequisites: EC 710 and EC 750.

1 term – 3 semester hours.

Normally offered every year.

EC 742 – Transition/Development Economics

Asks why some countries are poor and others are rich. Examines growth over the very long term. Macroeconomic issues include the role of stability, structural adjustment, savings, exchange rate policy, technology and its diffusion, and institutions. Micro-economic topics include demography, education, health, the analysis of poverty and inequality, microfinance, social capital, and property rights. The special problems of post-war economic reconstruction. The course includes significant work with large household datasets.

Prerequisites: EC 710 and EC 750.

1 term – 3 semester hours.

Normally offered every other year.

EC 745 – International Financial Economics

An analysis of international capital flows, especially the movement of financial assets. Begins with an overview of how foreign exchange markets work; derivatives including futures, options and swaps; offshore financial markets; and international portfolio management. Includes an analysis of country risk. Asks how open capital markets really are. In examining capital flows, seeks to explain their structure (short-term, long-term, Foreign Direct Investment) and the origins and destinations of the main flows.

1 term – 3 semester hours.

Normally offered every year.

EC 750 – Applied Econometrics

This course is an introduction to the classical linear regression model, as well as logistic and other multivariate techniques. Topics include testing and correcting for autocorrelation, multicollinearity and heteroskedasticity. Emphasis is on applied aspects of econometric modeling. There is extensive use of statistical software for data analyses.

1 term – 3 semester hours.

Offered every year.

EC 755 – Global Data Analysis

The emphasis in this course is on the use and interpretation of real world economic and financial data. Emphasis is on hands-on experience of retrieving data from various databases and then using quantitative tools for analytical purposes. Major economic indicators, the behavior of developed and emerging equity markets, currency movements, sovereign risk, the determinants of foreign direct investment and the profitability of multinational companies, and international trade patterns will be studied. The course trains students in using economic and financial databases, applying quantitative statistical techniques and using econometric softwares that are employed in economic and financial analysis.

Prerequisites: EC 750.

1 term – 3 semester hours.

Normally offered every year.

EC 760 – Applied Time Series Methods

Modeling and forecasting with time series data. Various forecasting techniques, including the decomposition analysis, exponential smoothing methods and the autoregressive integrated moving average (ARIMA) models are presented. These techniques are applied to a wide range of economic and financial data. The latter part of the course deals with other time series econometric issues like testing for a unit root, model building with co-integrated variables, and the ARCH family of models. Finally, the mean reversion issues are discussed in the context of the stock and currency markets.

Prerequisites: EC 750 or EC 850.

1 term – 3 semester hours.

Normally offered every year.

EC 785 – Topics in Economics

This seminar course considers issues of current and academic importance in economics. It is centered on the writing of a substantial research paper. The course includes a discussion of how to design an outline, conduct a literature review, build and estimate an economic model, collect data, and report the results clearly and correctly.

Prerequisites: EC 710, EC 720 or EC 820 and EC 750.

1 term – 3 semester hours.

Normally offered every year.

EC 786 – Topics in International Economics

This seminar course considers issues of current and academic importance in international economics and finance. It is centered on the writing of a substantial research paper. The course includes a discussion of selecting a topic of the research paper, a literature review of the topic, building an analytical framework, determining estimation technique, collection of data, presentation and analysis of estimation results, and a proper reporting of the completed paper.

Prerequisites: EC 710, EC 720, EC 820 and EC 750.

1 term – 3 semester hours.

Normally offered every year.

EC 790 – Internship (3 Credits)

Field-related work in a government agency, public policy research organization, legislative office or consulting firm. Students will work under the supervision of the office where placed and of an MSEP faculty member. The internship will result in the preparation of a written report on the outcome of the work performed.

Prerequisites: Permission of Graduate Director.

1 term – 3 semester hours.

EC 795 – Independent Study in Economics

Directed study and research in economics.

Prerequisites: Permission of Graduate Director.

1 term – 3 semester hours.

EC 810 – Macroeconomics II

Macroeconomic dynamics involving growth, business cycles and wage-price dynamics, and other advanced topics in macroeconomic theory.

Prerequisites: EC 710.

1 term – 3 semester hours.

Normally offered every year.

EC 820 – Microeconomics I

This course introduces the foundations for mathematical analysis of economic problems, including differential and integral calculus, linear algebra, constrained and unconstrained optimization, and the envelope theorem. These tools are used to develop models of consumer and producer behavior.

1 term – 3 semester hours.

Normally offered every year.

EC 821 – Microeconomics II

This doctoral level course in microeconomic theory is a continuation of Microeconomics I. It is designed to provide students with a firm grounding in microeconomics and to help them apply economic models in their research. The course covers decision-making under uncertainty; information economics and related topics of game theory (including incentive theory, moral hazard, mechanism design, signaling, bargaining, and auctions); welfare economics and social choice; and public economics, including externalities and public goods.

Prerequisites: EC 820.

1 term – 3 semester hours.

Normally offered every year.

EC 822 – Microeconomics III

Advanced topics in theoretical and applied microeconomics. Includes: the theory and practice of general equilibrium models; spatial models; experimental economics; the economics of exhaustable resources; techniques of policy analysis (queuing theory, simulation, and Markov models); and the theory of optimal taxation.

Prerequisites: EC 820.

1 term – 3 semester hours.

Normally offered every year.

EC 830 – International Trade Theory

A doctoral-level course that analyses the causes and consequences of international trade flows and factor movements. Includes the neoclassical, Heckscher-Ohlin and alternative theories of trade. The theory and practice of economic integration. Applied general-equilibrium models of trade.

Prerequisites: EC 820.

1 term – 3 semester hours.

Normally offered every year.

EC 831 – International Trade Policy

A doctoral-level course that examines the instruments of trade policy, the impact of trade policies on economic welfare and income distribution, the political economy of protectionism, and international trade negotiations (including the role of the World Trade Organization and the globalization debates). The history, mechanisms and political economy of United States trade policy. Topics include: applications of spatial economics; international externalities and other environmental issues; aid and capital flows.

Prerequisites: EC 830.

1 term – 3 semester hours.

Normally offered every other year.

EC 840 – Industrial Organization

Industrial structure, firm behavior, and performance are analyzed using models of strategic interaction among competing firms. Monopoly pricing, product differentiation, price discrimination, price and non-price competition, entry, exit, and investment in research and development are explored using contemporary models of industrial organization.

Prerequisites: EC 750 and EC 821.

1 term – 3 semester hours.

Normally offered every other year.

EC 845 – Environmental Economics

This course examines the problem of environmental externalities, the relationship between externalities and social costs, welfare analysis of market failures, the impact of producer behavior on the environment, and policy responses to the problem of externalities. Current theoretical and empirical research on the economics of natural resources is analyzed.

Prerequisites: EC 750 and EC 821.

1 term – 3 semester hours.

Normally offered every other year.

EC 846 – Health Economics

This course examines the economics of health care by exploring the supply of and demand for health care services, the role of the government in providing access to care, and the foundations of the health insurance market. The economic and social efficiency of the U.S. health care delivery system relative to other countries is analyzed.

Prerequisites: EC 750 and EC 821.

1 term – 3 semester hours.

Normally offered every other year.

EC 850 – Econometrics I

Introduction to econometrics with a focus on application. Review of statistical methods including estimation, inference, and specification analysis. Consequences of a misspecified linear regression model are studied and the appropriate remedial measures are suggested. Further topics include dummy variables, autoregressive and distributed lag models, binary choice models.

1 term – 3 semester hours.

Normally offered every year.

EC 851 – Econometrics II

Advanced topics in applied econometrics including system of regression equations, simultaneous equation models, and panel data models. Other topics include regression with spatial data, stochastic frontier models, non-parametric methods, and the Bayesian Analysis.

Prerequisite: EC 850.

1 term – 3 semester hours.

Normally offered every year.

EC 855 – Time Series Econometrics

A survey of modern time series econometrics. Topics include univariate and multivariate models for stationary time series, vector autoregressions, linear and nonlinear filtering, frequency domain methods, unit roots, cointegration, structural breaks, forecasting, and application of technical tools to various aspects of international economics and economic policy.

Prerequisites: EC 750 and EC 850.

1 term – 3 semester hours.

Normally offered every year.

EC 860 – Topics In Microeconometrics

Sophisticated econometric techniques used in empirical microeconomics with emphasis on observations of individuals. Emphasis on the specification, estimation, interpretation, and testing of the cross-section data models rather than on their thorough theoretical properties. Non-linear models estimated using the methods of maximum likelihood, instrumental variables, and generalized method of moments. Detailed discussion of the discrete response, censored and truncated observation, count data, and the hazard rate models. Various empirical projects are assigned that deal with important topical applications of these models. Students are expected to complete a short research project.

Prerequisites: EC 850.

1 term – 3 semester hours.

Normally offered every other year.

EC 900 – Ph.D. Thesis

GRADUATE EDUCATION AND HUMAN SERVICES

Education and Human Services Department

Professors: Ash, Eskedal (Chair), Lewandowski, McCarthy

Associate Professors: Carroll, Dahlborg, DiBiase, Flaherty, Mahoney, Sartwell, Thayer, Tow, Winters, Zulauf

Assistant Professors: Gaskell, Medoff

Lecturers: Allen, Darsney, Drachman, Driscoll, Eisner, Fahey, Field, Fienman, Foster, Helfrich, Houghton, Hunter, Jackson, Koss-Cole, Leone, D. Martin, T. Martin, Messier, Shim, Stryker, Van Parys

Major Fields of Study

The Education and Human Services Department offers courses leading to:

- the Master of Education, with concentrations in Administration of Higher Education, Foundations of Education, and School Counseling;
- the Master of Science, with concentrations in Adult and Organizational Learning, Human Resources, Mental Health Counseling, Middle and Secondary School Teaching;
- Graduate Certificates in Adult and Organizational Learning, Human Resources, and Instructional Design;
- the Post Master's Program – Certificate of Advanced Graduate Study (CAGS), with concentrations in Counseling, Leadership, and Organizational Development
- Initial Licensure in Middle and Secondary School Teaching through the Post-Baccalaureate programs
- Professional Licensure in Middle and Secondary School Teaching through the Master's and Post Master's programs in Middle and Secondary School Teaching
- and two joint degrees, Master of Public Administration/Master of Science Mental Health Counseling and Master of Science Criminal Justice/Master of Science Mental Health Counseling (see the joint degree section of the catalog for more information).

Requirements

Suffolk University offers graduate programs in Education and Human Services for students who have bachelor's and/or master's degrees from the University or from other accredited educational institutions.

A requirement for the status of degree candidate at the master's graduate level is an undergraduate program of study equivalent to either the B.A. or B.S. degree. Possession of a Master's degree is required for matriculation in a Certificate of Advanced Graduate Study program.

The purpose of the Graduate Program is to offer facilities for advanced instruction, study, and research so that students may receive a comprehensive view of the field of knowledge in which they are specializing.

Candidates for graduate degrees must complete a program of study approved by their program director and their faculty advisor within five years of commencing graduate course work. A full-time course load is 12 credit hours per term.

Any grade less than a B (3.0) must be offset by the appropriate honor grades (3.3 or higher) in order to maintain graduate degree candidacy. A maximum of six semester credits less than a B (3.0) may be offset in this manner. A minimum grade of B (3.0) is required in all field experiences. Should a student earn a third grade less than a B (3.0), he or she will receive a dismissal letter from the Committee on Admissions and Retention. Excessive incomplete grades (I) are also reviewed by the Committee. The Faculty reserve the right to require the withdrawal of a student from a graduate program if, in their estimation, the probability of his/her success is doubtful. Such factors as academic performance, interest, effort and suitability for the field enter in the judgement.

Pass/Fail Grade Option

Practica, internships and designated field experiences may be taken on a pass/fail basis with the approval of the Program Director. This option must be determined at the beginning of the semester and no changes from the designation pass/fail to the letter system or vice-versa are permitted after this time. A maximum of 9 credits in a student's program may be taken as a pass/fail option.

ADMINISTRATION AND LEADERSHIP PROGRAMS

Joseph M. McCarthy, Ph.D., *Program Director and Professor*

These programs aim to develop administrative and teaching skills for post-secondary education and for other educational settings in which the candidate already has or does not need certification.

Degree Programs

- M.Ed. in Administration of Higher Education
- M.Ed. in Foundations of Education

Post Master's Program (CAGS)

- Leadership

Administration of Higher Education

Program Advisor:

Dr. Joseph M. McCarthy

Objectives

Designed to provide competencies for those employed or seeking employment in posts in admissions, alumni, development, financial aid, housing, placement, registrar, and student activities offices from the junior/community college level to the university, and in higher education – related agencies and organizations.

Description

Candidates can generally expect to complete degree requirements in one calendar year of full-time study or two years of part-time study. The minimum program requirement is 36 semester hours of credit. Individuals are responsible for planning their programs in consultation with their faculty advisor.

| Required Core Courses | 6 Semester Hours |
|-----------------------|------------------|
|-----------------------|------------------|

| | |
|---------|--------------------------------------|
| EHS 646 | Self-Assessment & Career Development |
|---------|--------------------------------------|

OR

| | |
|---------|---------------------|
| EHS 643 | Leadership |
| EHS 715 | Methods of Research |

| Concentration Requirements | 12 Semester Hours |
|----------------------------|-------------------|
|----------------------------|-------------------|

| | |
|---------|---|
| EHS 625 | Organization and Administration of Higher Education |
| EHS 626 | Legal Problems of Higher Education |
| EHS 628 | Financial Aspects of Higher Education |
| EHS 634 | Student Development/Services in Higher Education |

| Electives | 12 Semester Hours |
|-----------|-------------------|
|-----------|-------------------|

| | |
|---------|--|
| EHS 627 | Jr/Community College: Processes and Problems |
| EHS 629 | College Teaching |
| EHS 630 | Proposal Writing and Grant Development |
| EHS 636 | Field Project: Organizational Development |
| EHS 637 | Media, Community and Higher Education |
| EHS 638 | Field Project: Higher Education |
| EHS 640 | Readings and Research |
| EHS 644 | Leadership Field Experience |
| EHS 658 | Systems Thinking |
| EHS 659 | Reflection and Dialogue |
| EHS 712 | Life Span Development |
| EHS 713 | Counseling: Theory and Practice |
| EHS 714 | Psychology of Career Development |
| EHS 727 | Substance Disorders and Treatment |
| EHS 729 | Human Sexuality Seminar |
| EHS 733 | Counseling Diverse Populations |

| Field Experience | 6 Semester Hours |
|------------------|------------------|
|------------------|------------------|

| | |
|---------|-----------------------------|
| EHS 645 | Practicum in Administration |
|---------|-----------------------------|

Foundations of Education

Program Advisor:

Dr. Joseph M. McCarthy

Objectives

The program leading to a Master of Education degree in Foundations of Education provides teachers in all settings with insights, skills and field experiences necessary to improve their knowledge and competencies in all aspects of their professional performance. It is also appropriate for those who wish to extend their knowledge of the socio-cultural foundations of educational practices so as to assess present and future issues and practices, as well as for those who seek a solid foundation for study at the certificate or doctoral level.

Description

Candidates can generally expect to complete degree requirements in two years of part-time study or one calendar year of full-time study. The minimum program requirement is 30 semester hours of credit. Individuals are responsible for planning their program in consultation with their faculty advisor.

| Required Core Courses | 6 Semester Hours |
|-----------------------|------------------|
|-----------------------|------------------|

| | |
|---------|--------------------------------------|
| EHS 646 | Self-Assessment & Career Development |
| EHS 715 | Methods of Research |

| Concentration Requirements | 6 Semester Hours |
|----------------------------|------------------|
|----------------------------|------------------|

| | |
|---------|---|
| EHS 636 | Field Project: Organizational Development |
| EHS 643 | Leadership |

| Electives | 18 Semester Hours |
|-----------|-------------------|
|-----------|-------------------|

To be chosen by the student in consultation with the Program Advisor.

Post Master's Program (CAGS) – Leadership

Program Advisor:

Dr. Joseph M. McCarthy

Objectives

The Certificate of Advanced Graduate Study (CAGS) in Leadership is designed for practitioners as an individually oriented program to meet the needs of advanced students in developing leadership skills and behaviors appropriate to their career.

Description

Candidates who already have a master's degree in an appropriate field must undertake a minimum program of 30 hours.

Students will carefully plan and maintain a program of study in conjunction with an assigned advisor. Course selection and progress will be reviewed regularly.

During the course of the program, each student must demonstrate ability to generate or locate research findings, models or paradigms and apply them in the professional field setting.

| Required Core Courses | | 12 Semester Hours |
|------------------------------|---|--------------------------|
| EHS 636 | Field Project: Organizational Development | |
| EHS 643 | Leadership | |
| EHS 644 | Leadership Field Experience | |
| EHS 646 | Self-Assessment and Career Development | |

| Electives | 12 Semester Hours |
|------------------|--------------------------|
|------------------|--------------------------|

To be chosen by the student in consultation with the Program Advisor.

COUNSELING PROGRAMS

Glen A. Eskedal, Ed.D., *Department Chair and Professor*
R. Arthur Winters, Ph.D., *Program Director and Associate Professor*, David Medoff, Ph.D., *Assistant Professor*

The counseling programs include knowledge, skills and attitudes necessary for successful counseling in schools, colleges and various community mental health settings.

Degree Programs

- M.Ed. in School Counseling
- M.S. in Mental Health Counseling
- M.S. in Criminal Justice/M.S. in Mental Health Counseling
- M.S. in Mental Health Counseling/Master of Public Administration

Joint Degree Programs

(See the Joint Degree section of this catalog for more information)

- Master of Public Administration/Master of Science
- Master of Science in Criminal Justice/Master of Science in Mental Health Counseling

Post Master's Programs (CAGS)

- Mental Health Counseling
- School Counseling

School Counseling

Program Advisor:

Dr. R. Arthur Winters

Objective

The concentration in School Counseling prepares students to function effectively as counselors in secondary schools (grades 5-12).

Description

A minimum program involves 36 semester hours of course work, depending on undergraduate preparation. All students wishing to apply for degree status in the School Counseling Program are encouraged to interview with Dr. R. Arthur Winters, Program Director, prior to acceptance. Degree candidates are advised to consult with Dr. Winters at all stages of their program.

Competence in counseling skills is acquired during the Interpersonal Skills Laboratory and the Counseling Practicum classes, EHS 737 and EHS 738-739. During these courses, students fully admitted into the program demonstrate the ability to translate training into professional judgements and techniques.

Practicum

Students are required to apply formally for the Counseling Practicum and to consult with their advisor regarding their field placement. Eight courses must be completed before enrolling in the practicum.

Prior to enrollment in EHS 738, students must successfully complete the literacy and communication sections of the Massachusetts Educator Certification Test.

Prior to enrollment in the Counseling Practicum a cumulative average of B (3.0) or above is also required. Any grade less than B (3.0) must be offset by appropriate honor grades (3.3 or higher) and all incomplete grades must be successfully completed prior to enrolling in the Counseling Practicum.

During the Interpersonal Skills Lab and the Counseling Practicum aspect of training the provision of earning a grade of less than B (3.0) may be offset by an honor grade does not apply. The Interpersonal Skills Lab and the Practicum must be completed with a grade of no less than B (3.0). Unsatisfactory performance during the Practicum results in repeating the course.

Effective October, 2001, students completing the program after October 1, 2003 will be licensed under the "two-step" state licensure requirements. Completion of the master's degree will lead to an initial license. A professional license may be obtained by a) employment for three years as a guidance counselor, b) either certification by the National Board of Certified Counselors (NBCC) or recommendation for licensure based on completion of a satisfactory performance assessment program to be developed by the State Department of Education.

Students completing the program before that date will be issued a provisional certificate with advanced standing, and will be eligible for professional licensure by completing the requirements for standard certification or professional licensure.

Waiver of Requirements

The Suffolk University School Counseling program has been approved by the Massachusetts State Department of Education to waive components of the programs for those individuals who can document life and work experiences and/or course work relating to the standards and criteria for secondary school counselor certification. No more than one half of the practicum may be waived.

Required Core Courses

36 Semester Hours

| | |
|---------|--|
| EHS 701 | Adolescent Development |
| OR | |
| EHS 712 | Life Span Development |
| EHS 710 | Introduction to School Counseling |
| EHS 713 | Counseling: Theory and Practice |
| EHS 714 | Psychology of Career Development |
| EHS 715 | Methods of Research |
| EHS 717 | Psychological Testing |
| EHS 732 | Psychological Disorders of Childhood and Adolescence |
| EHS 735 | Group Counseling |
| EHS 737 | Interpersonal Skills Laboratory |
| EHS 738 | Counseling Practicum I |
| EHS 739 | Counseling Practicum II |
| EHS 746 | Critical Issues in School Counseling |

Pre-Practicum

Students in School Counseling must successfully complete a minimum of 75 hours of field-based pre-practicum experience. These experiences are incorporated within the following courses:

| | |
|---------|---|
| EHS 710 | Introduction to School Counseling (15 hrs) |
| EHS 712 | Life Span Development (5 hrs) |
| EHS 714 | Psychology of Career Development (10 hrs) |
| EHS 715 | Methods of Research (5 hrs) |
| EHS 717 | Psychological Testing (5 hrs) |
| EHS 735 | Group Counseling (5 hrs) |
| EHS 737 | Interpersonal Skills Laboratory (15 hrs) |
| EHS 746 | Critical Issues in School Counseling (15 hrs) |

Portfolios

All School Counseling students will develop and maintain portfolios of all course and field experience related items. Such items might include, but should not be limited to:

- Papers
- Journals
- Observation Reports
- Projects
- Placement Reports
- Examinations
- Audio/Video Tapes
- Supervisor Evaluations

Post Master's Program (CAGS) – School Counseling

Program Advisor:

Dr. R. Arthur Winters

The Certificate of Advanced Graduate Study (CAGS) in School Counseling is designed to provide those who have already earned a master's degree in School Counseling with advanced preparation in the field.

The Certificate of Advanced Graduate Study is designed as an individually-oriented program to meet the needs of advanced students. The completion of a minimum of 30 credits of graduate study is required for the certificate. Additional hours may be required at the discretion of the faculty advisor.

| Concentration Requirements | | 12 Semester Hours |
|-----------------------------------|-------------------------|--------------------------|
| EHS 740 | Internship I (fall) | |
| EHS 741 | Internship II (spring) | |
| EHS 744 | Supervision I (fall) | |
| EHS 745 | Supervision II (spring) | |

| | |
|------------------|--------------------------|
| Electives | 18 Semester Hours |
|------------------|--------------------------|

See Mental Health Counseling sections

Curriculum and Requirements

Students may enroll either as full- or part-time. Full-time study is designed to be completed in one calendar year. Students must complete all courses with a minimum grade of B (3.0). Should there be evidence that it will be difficult to successfully complete the program, the faculty reserves the right to withdraw a student from the program. Deficiencies in the internship experience and academic performance enter into the CAGS faculty committee judgement.

One may transfer a maximum of 6 credits of graduate study beyond the master's degree from an accredited institution at the discretion of the faculty advisor. Courses completed more than five years prior to acceptance will not be considered for transfer credit.

Admission Requirements

To be reviewed for admission into the CAGS program, one must hold a master's degree from an accredited college or university, a graduate GPA of 3.5, and complete the application process. A personal interview with the faculty is recommended. If you are an international student, you must also take the TOEFL and provide a statement of financial resources.

Mental Health Counseling

Program Advisor:

Dr. Glen A. Eskedal, *Program Director*

Dr. David Medoff, *Assistant Professor*

The concentration in Mental Health Counseling trains students to function in a variety of community mental health settings (e.g., clinics, hospitals, prisons, college counseling centers, day treatment programs, rehabilitation facilities, outreach programs, after care centers, etc.).

The ability to work with people in a variety of settings and roles will be cultivated. Through systematic completion of the curriculum, students will develop a competency base from which to perform effectively in their area of specialization.

Description

A minimum program involves 36 semester hours of course work, depending on undergraduate preparation. All special non-degree students wishing to apply for degree status are encouraged to interview with a member of the faculty prior to acceptance. Degree candidates are advised to consult with members of the faculty at all stages of their programs.

Practicum

All students must successfully complete a minimum of 12 semester hours prior to the Counseling and Human Relations Practicum experience, including the Interpersonal Skills Laboratory (EHS 737) course offered during the spring semester.

It is during the Interpersonal Skills Lab and the Counseling and Human Relations Practicum that a student, fully admitted into the program, demonstrates ability to translate training into professional judgements and techniques. Students are required to apply formally for the Counseling and Human Relations Practicum and to consult with their Faculty Advisors regarding their field placements.

Prior to eligibility for the Counseling and Human Relations Practicum a cumulative average of B (3.0) or above is required. Any grade less than B (3.0) must be offset by appropriate honor grades (3.3 or higher) and all incomplete grades must be successfully completed prior to eligibility for Practicum.

During the Interpersonal Skills Laboratory and Practicum aspect of training the provision of earning a grade of less than B that may be offset by an appropriate honor grade does not apply. The Interpersonal Skills Laboratory and the Practicum must be completed with a grade of no less than B (3.0). Unsatisfactory performance during Practicum results in repeating the course.

Required Core Courses **6 Semester Hours**

| | |
|---------|-----------------------|
| EHS 712 | Life Span Development |
| EHS 715 | Methods of Research |

Concentration Requirements **18 Semester Hours**

| | |
|---------|---|
| EHS 713 | Counseling: Theory and Practice |
| EHS 716 | Psychological Diagnosis |
| EHS 717 | Psychological Testing |
| EHS 737 | Interpersonal Skills Laboratory |
| EHS 738 | Counseling/Human Relations Practicum I |
| EHS 739 | Counseling/Human Relations Practicum II |

Electives **12 Semester Hours**

| | |
|---------|--|
| EHS 710 | Introduction to School Counseling |
| EHS 714 | Psychology of Career Development |
| EHS 725 | Forensic Psychology |
| EHS 726 | Family Therapy |
| EHS 727 | Substance Disorders and Treatment |
| EHS 728 | Professional Orientation: Ethical/Legal Issues |
| EHS 729 | Human Sexuality Seminar |
| EHS 730 | Personality Disorders Seminar |
| EHS 731 | Clinical Practice Seminar |
| EHS 732 | Psychological Disorders of Childhood and Adolescence |
| EHS 733 | Counseling Diverse Populations |
| EHS 734 | Counseling Psychology Seminar |
| EHS 735 | Group Counseling |
| EHS 736 | Consultation |
| EHS 750 | Independent Study: Counseling/Human Relations |
| EHS 751 | Domestic Violence, Abuse and Neglect |
| EHS 753 | Independent Study: Counseling/Human Relations |
| EHS 755 | Counseling/Human Relations Workshop |

(Course work in related disciplines may be elected subject to approval of faculty advisor.)

Note: Eligibility for Massachusetts licensure as a Mental Health Counselor (LMHC) requires an additional 30 credit hours including a 600-hour internship. Students are encouraged to enroll in the CAGS Program at the completion of the Master's degree to satisfy the academic requirements for licensure. Licensure permits third party (Insurance Company) reimbursement for Counseling Services. See your advisor for details.

Post Master's Program (CAGS) – Mental Health Counseling

Program Advisor:

Dr. Glen A. Eskedal

The Certificate of Advanced Graduate Study (CAGS) in Mental Health Counseling is designed to provide those who have already earned a master's degree in Mental Health Counseling with advanced preparation which fulfills the academic requirements for licensure as a Mental Health Counselor (LMHC).

The Certificate of Advanced Graduate Study is designed as an individually-oriented program to meet the needs of advanced students. The completion of a minimum of 30 credits of graduate study is required for the certificate. Additional hours may be required at the discretion of the faculty advisor.

Concentration Requirements **12 Semester Hours**

| | |
|---------|-------------------------|
| EHS 740 | Internship I (fall) |
| EHS 741 | Internship II (spring) |
| EHS 744 | Supervision I (fall) |
| EHS 745 | Supervision II (spring) |

Electives **18 Semester Hours**

See Mental Health Counseling sections

Curriculum and Requirements

Students may enroll either as full- or part-time. Full-time study is designed to be completed in one calendar year. Students must complete all courses with a minimum grade of B (3.0). Should there be evidence that it will be difficult to successfully complete the program, the faculty reserves the right to withdraw a student from the program. Deficiencies in the internship experience and academic performance enter into the CAGS faculty committee judgement.

One may transfer a maximum of 6 credits of graduate study beyond the master's degree from an accredited institution at the discretion of your faculty advisor. Courses completed more than five years prior to your acceptance will not be considered for transfer credit.

Admission Requirements

To be reviewed for admission into the CAGS program, one must hold a master's degree from an accredited college or university, a graduate GPA of 3.5, and complete the application process. If you are an international student, you must also take the TOEFL and provide a statement of financial resources.

HUMAN RESOURCES, LEARNING AND PERFORMANCE PROGRAMS

Barbara F. Ash, Ed.D., *Program Director and Professor*
Carol A. Zulauf, Ed.D., *Associate Professor*
Susan P. Gaskell, J.D., *Assistant Professor*

These programs encompass human resources competencies and strategies; learning that embraces adult learning, organizational learning, and e-learning. The end result will increase performance in any organization. Applicants can select from the following options:

Certificate Programs

- Graduate Certificate in Human Resources*
- Continuing Education Certificate in Human Resources
- Graduate Certificate in Instructional Design*
- Graduate Certificate in Organizational Learning*

Degree Programs

- M.S. Degree in Adult and Organizational Learning
- M.S. Degree in Human Resources

Post Master's Program

- Certificate of Advanced Graduate Study (CAGS) in Organizational Development

**Prior to the completion of a certificate program, students may make application to the M.S. Degree in Adult and Organizational Learning or the M.S. Degree in Human Resources and transfer up to five graduate certificate courses. CEUs (Continuing Education Units) may not be applied to any degree program.*

Graduate Certificate Program in Human Resources

Program Advisors:

Dr. Barbara F. Ash, *Director and Professor*
Dr. Carol A. Zulauf, *Associate Professor*
Prof. Susan P. Gaskell, *Assistant Professor*

Description of the Program

The Graduate Human Resources Certificate is designed to enhance an individual's career opportunities in a myriad of human resource management areas including: human resources administration and information systems, employment, compensation, employee benefits, employee relations, policy development, and orientation and training programs.

The sequence of courses provides an academic framework for individuals who are either planning a career in human resources or are interested in transferring to other specialty functions within a human resources organization.

The Graduate Human Resources Certificate Program consists of six courses. Individuals may choose to pursue the program for Continuing Education Units (CEUs) or academic credit. Each course awards three (3) graduate academic credits or four (4) CEUs.

*Courses for graduate academic credit from this certificate program may be transferred to the MS in Human Resources program or the MS in Adult and Organizational Learning Program **prior** to completion of the certificate. The entrance test for the M.S. Degree will be waived for those completing four courses with a cumulative GPA of 3.5.*

| Required Courses | | 18 Semester Hours or 24 CEUs |
|-------------------------|--|-------------------------------------|
| EHS 680 | The Human Resources Functions | |
| EHS 681 | Training and Development | |
| EHS 682 | Human Resources and the Law | |
| EHS 683 | Recruitment and Selection | |
| EHS 684 | Employee Relations | |
| EHS 685 | Compensation Systems and Employee Benefits | |

In consultation with an advisor, individuals who can demonstrate competency in *one* of the above may replace the required course with the following:

| | |
|---------|---|
| EHS 665 | Human Resources Information Systems OR |
| EHS 670 | Special Topics OR |
| EHS 720 | Contemporary Issues in Human Resources |

Note: This option is available only to those enrolled for graduate academic credit.

Graduate Certificate Program in Instructional Design

Program Advisors:

Barbara F. Ash, Ed.D., *Director and Professor*

Carol A. Zulauf, Ed.D., *Associate Professor*

Susan P. Gaskell, J.D., *Assistant Professor*

Description of the Program

The Graduate Instructional Design Certificate is designed to enhance an individual's career opportunities in areas related to training and the design and delivery of instruction. The program focuses on key competencies including training methods and instructional strategies, principles of adult learning teaching and learning styles, instructional technology, needs assessment, and evaluation and validation.

The Graduate Instructional Design Certificate Program consists of six courses. Each course awards three (3) graduate academic credits.

*Courses for graduate academic credit from this certificate program may be transferred to the MS in Adult and Organizational Learning Program **prior** to completion of the certificate. The entrance test for the M.S. Degree in Organizational Learning will be waived for those completing four courses with a cumulative GPA of 3.5.*

Required Courses

18 Semester Hours

| | |
|---------|---|
| EHS 650 | Instructional Design |
| EHS 651 | Adult and Organizational Learning |
| EHS 652 | Training Methods for Adult Learners |
| EHS 657 | Advanced Instructional Design |
| EHS 661 | Teaching and Learning Styles |
| EHS 662 | Organizational Learning Seminar OR |
| EHS 660 | Internship OR |
| EHS 670 | Special Topics ¹ |

¹ Topics to include current issues, e.g., instructional technology, web-based training, needs assessment, and evaluation.

Graduate Certificate Program in Organizational Learning

Program Advisors:

Barbara F. Ash, Ed.D., *Director and Professor*

Carol A. Zulauf, Ed.D., *Associate Professor*

Susan P. Gaskell, J.D., *Assistant Professor*

Description of the Program

The Graduate Adult and Organizational Learning Certificate is designed to enhance an individual's career

opportunities in areas related to organizational development and planning, training and development, and human resources. The program focuses on key competencies and processes for both adult education and organizational learning, with the end result being enhanced organizational performance.

The Graduate Organizational Learning Certificate Program consists of six courses. Each course awards three (3) graduate academic credits.

*Courses for graduate academic credit from this certificate program may be transferred to the MS in Adult and Organizational Learning Program **prior** to completion of the certificate. The entrance test for the M.S. Degree in Organizational Learning will be waived for those completing four courses with a cumulative GPA of 3.5.*

Required Courses

18 Semester Hours

| | |
|---------|-----------------------------------|
| EHS 651 | Adult and Organizational Learning |
| EHS 658 | Systems Thinking |
| EHS 659 | Reflection and Dialogue |
| EHS 662 | Organizational Learning Seminar |
| EHS 663 | Human Performance Improvement |
| EHS 680 | The Human Resources Functions |

Certificate of Advanced Graduate Study (CAGS) in Organizational Development

The Post Master's Advanced Certificate in Organizational Development is an advanced specialist certificate beyond the master's degree. It is designed for leaders of change, managers, and human resources professionals or individuals wishing to pursue a career in consulting.

Organizations are in the process of constant change. In order to manage the change, we need professionals who can anticipate problems and challenges and implement long-term solutions. Competencies focus on organizational culture and change, systems thinking, organizational consulting, performance management, and leadership and team development. This individually oriented, 30-credit program is designed to meet the needs of advanced students in their field of specialization.

For more information, please contact:

Dr. Barbara F. Ash, *Graduate Program Director*, (617) 573-8280 or Dr. Carol Zulauf, *OD Program Coordinator*, (617) 573-8089

Adult and Organizational Learning

Program Advisors:

Dr. Barbara F. Ash, *Director and Professor*
 Dr. Carol A. Zulauf, *Associate Professor*
 Prof. Susan P. Gaskell, *Assistant Professor*

The competency-based concentration in Adult and Organizational Learning provides opportunities for multiple career paths. The Program focuses on competencies related to: adult learning theory and principles; curriculum and instructional design; adult training methods; organizational learning and systems thinking; marketing of training programs; research and design; communication; performance improvement; and career development. The Adult and Organizational Learning Concentration is designed for professionals in any discipline who may wish to pursue careers in a variety of corporate and adult learning settings, including business/industry training; consulting; professional associations; government; community-based programs; libraries; hospitals; and post-secondary institutions. The program may be tailored to meet individual needs and career objectives.

Description

The minimum requirement for candidates who hold a bachelor's degree is 36 semester hours or the equivalent of twelve courses. All special non-degree students planning to apply for degree status are encouraged to interview with the Program Director prior to acceptance. Throughout the program, degree candidates are advised to consult with a faculty advisor.

The GRE or MAT test will be waived for those who have matriculated in and completed four (4) courses from the related certificate program with a cumulative GPA of 3.5.

Practicum/Internship

All students enrolled in the Adult and Organizational Learning Program are required to pursue an internship. The student may select an internship for 3 or 6 credits. The internship applicant will prepare a professional resume and an application to be reviewed by the Program Director by October 1 of the fall semester for spring internship placements and by February 1 of the spring semester for summer and fall internship placements. The intern can expect to be treated as a full-time exempt professional employee with a graduate degree. Compensation is optional and left to the discretion of the organization. The internship may be full- or part-time, depending on the needs of the student and/or the

company providing the internship. *Note: For individuals who are currently employed in a full-time capacity, the internship may be completed at the employee's corporate worksite.*

Required Core Courses 3 Semester Hours

EHS 715 Methods of Research*

Concentration Requirements 18-21 Semester Hours

EHS 650 Instructional Design
 EHS 651 Adult and Organizational Learning
 EHS 652 Training Methods for Adult Learners
 EHS 658 Systems Thinking
 EHS 660 Internship*
 EHS 662 Organizational Learning Seminar

Electives 12-15 Semester Hours

EHS 630 Proposal Writing and Grant Development
 EHS 653 Marketing Training and Education Programs
 EHS 654 The Adult Learner
 EHS 655 Continuing Education for the Professions
 EHS 657 Advanced Instructional Design
 EHS 659 Reflection and Dialogue
 EHS 660 Internship
 EHS 661 Teaching and Learning Styles
 EHS 662 Organizational Learning Seminar
 EHS 663 Human Performance Improvement
 EHS 664 Communicating for Results
 EHS 665 Human Resources Information Systems
 EHS 666 Instructional Technology
 EHS 667 Critical Business Competencies
 EHS 670 Special Topics
 EHS 680 The Human Resources Functions**
 EHS 682 Human Resources and the Law**
 EHS 683 Recruitment and Selection**
 EHS 684 Employee Relations**
 EHS 685 Compensation Systems and Employee Benefits**
 EHS 700 Independent Projects
 EHS 712 Life Span Development
 SOM Graduate Management Elective or M.S. in Human Resources Electives***

**Students are advised to take EHS 715 following the first semester of study. Students are advised to take the internship toward the conclusion of their degree program.*

***Courses may be selected from the Human Resources Program.*

****Note: Graduate level management course with permission of the SOM Associate Dean. All elective courses are selected in consultation with the faculty advisor. Six (6) graduate credits applicable to the program may be transferred **prior** to matriculation at the discretion of the advisor.*

Human Resources

Program Advisors:

Dr. Barbara F. Ash, *Director and Professor*

Dr. Carol A. Zulauf, *Associate Professor*

Prof. Susan P. Gaskell, *Coordinator and Assistant Professor*

Description

The program in Human Resources prepares students to function effectively in a variety of human resources roles (e.g., recruitment, compensation, benefits, change management, and strategic planning in business, manufacturing, government, and non-profit and other settings. Students develop and practice the competencies required of human resource professionals and through self-awareness and learning, have the opportunity to map out their career in the profession.

Internship

An internship is required for all students enrolled in the Human Resources master's degree program. The student may elect an internship for 3 or 6 credits. The internship applicant will prepare a professional resume and an application to be reviewed by the program advisor by October 1 of the fall semester for spring internship placements and by March 1 of the spring semester for fall internship placements. The intern can expect to be treated as a full-time exempt professional employee with a graduate degree. Compensation is optional and left to the discretion of the organization. The internship may be full- or part-time, depending on the needs of the student and/or the company providing the internship.

Required Core Courses

3 Semester Hours

EHS 715 Methods of Research*

Concentration Requirements

21-24 Semester Hours

| | |
|---------|--|
| EHS 660 | Internship (3-6 credits)* |
| EHS 665 | Human Resources Information Systems |
| EHS 680 | The Human Resources Functions |
| EHS 682 | Human Resources and the Law |
| EHS 683 | Recruitment and Selection |
| EHS 684 | Employee Relations |
| EHS 685 | Compensation Systems and Employee Benefits |

*Students are advised to take EHS 715 following the first semester of study. Students are advised to take the internship toward the conclusion of their degree program.

Electives

9-12 Semester Hours

| | |
|---------|--|
| EHS 651 | Adult and Organizational Learning |
| EHS 658 | Systems Thinking |
| EHS 662 | Organizational Learning Seminar |
| EHS 667 | Critical Business Competencies |
| EHS 670 | Special Topics |
| EHS 681 | Training and Development |
| EHS 686 | Contemporary Issues in Human Resources |
| EHS 687 | Strategic Human Resources Planning |
| EHS 688 | Virtual Human Resources |
| EHS 700 | Independent Projects |
| EHS 736 | Consultation |
| EHS 737 | Interpersonal Skills Laboratory |
| SOM — | Graduate Management Electives** |

**Students may enroll in graduate-level management courses with permission from their advisor and the SSOM associate dean.

Note: The Graduate Record Exam (GRE) or the Miller Analogies Test (MAT) will be waived for those who have matriculated in and completed four (4) courses from the Human Resources Certificate Program with a cumulative GPA of 3.5.

TEACHER PREPARATION PROGRAMS

Sarah M. Carroll, Ed.D., *Program Director and Associate Professor*

Glen A. Lewandowski, Ed.D., *Director of Student Teaching and Professor*

Sheila M. Mahoney, Ed.D., *Associate Professor*

Non-Degree Programs

- Post-Baccalaureate program in Middle School Teaching
- Post-Baccalaureate program in Secondary School Teaching

Degree Programs

- M.S. in Middle School Teaching
- M.S. in Secondary School Teaching

Professional Development Programs

- Middle School Teaching
- Secondary School Teaching

The Middle and Secondary School Teaching programs prepare students for licensure as teachers of academic subjects and are aligned with the regulations in force in Massachusetts. Suffolk University's Teacher Preparation Programs are fully approved by the Massachusetts Department of Education. Licensed teachers may petition for licensure in every other state through the Massachusetts' reciprocal agreement with the National Association of State Directors of Teacher Education and Certification (NASDTEC).

Title II, Section 207 of the Higher Education Act requires all institutions with teacher preparation programs that enroll students receiving federal financial assistance, to prepare annual reports on teacher preparation and licensing. Additionally, institutions must publish pass rate information for all programs, with 10 or more students who completed their prescribed programs within the previous reporting, in official documents. Institutions with fewer than 10 students completing their prescribed programs in a given year are not permitted to publish pass rate information for reasons of confidentiality. Suffolk University had 7 students complete their prescribed programs of study during the 2001-2002 reporting year and, thus, is prohibited from publishing pass rate information. To obtain a copy of Suffolk University's Title II report, excluding pass rate data, for cohort year 2001-2002, contact the Education and Human Services Department at (617) 573-8261.

To obtain additional information about the Massachusetts Tests for Educator Licensure, including study materials and registration packets, contact:

Commonwealth of Massachusetts
Department of Education
350 Main Street
Malden, Massachusetts
01248-5023

phone (718) 338-3000

www.doe.ma.edu/teachertest or www.mtel.nesinc.com

All students enrolled in Teacher Preparation Programs are expected to develop and maintain portfolios of course and experience related items showing their progress, accomplishments, and mastery. Such items may include, but should not be limited to:

| | |
|-------------------------------|----------------------|
| Audio/Video Tapes | Term Papers |
| Journals | Examinations |
| Papers/Essays | Observation Reports |
| Professional Development Plan | Placement Reports |
| Projects | Publications |
| Resumes | Sample Lesson Plans |
| Self-Assessments | Student Comments |
| Supervision Evaluations | Units of Instruction |

Guidelines Regarding Student Teaching Practica

1. Students must pass the content area section(s) of the MTEL prior to enrolling in:

EHS 515/615: Practicum: Middle School Teaching
EHS 516/616: Practicum: Secondary School Teaching

Documentation of passing scores must be provided to the Director of Student Teaching prior to making application.

2. Students must submit a written application along with a current transcript to the Director of Student Teaching early in the semester preceding the practicum semester.
3. Classroom teachers are required by Massachusetts law to have a tuberculin test (Mantoux) prior to the initiation of student teaching. The printed results of the Mantoux test must be submitted with the student teaching application.
4. Placements are made in schools approved by the Director of Student Teaching in communities other than a student's hometown/residence. Students may not be placed in any setting in which prior acquaintance among any of the school's constituency groups presents potential conflicts for the student teacher's appropriate functioning as a professional.
5. Qualified candidates may receive monetary compensation for their practicum experiences through mutual agreement between the school system, Director of Student Teaching, Program Director, and student.

Middle School Teaching Programs Post-Baccalaureate Program

Program Advisors:

Sarah M. Carroll, Ed.D., *Program Director and Associate Professor*

Glen A. Lewandowski, Ed.D., *Director of Student Teaching and Professor*

Sheila M. Mahoney, Ed.D., *Associate Professor*

Description

Designed for individuals who wish to change careers, or need to complete additional course work, beyond the Bachelor's degree, in order to obtain Initial Licensure. Upon successful completion of their prescribed program, students will be sponsored for Initial Licensure as teachers in Massachusetts public school systems. Individuals who want to continue studying at Suffolk University may apply to our Master's of Science program and have up to 6 credit hours waived.

Admission Requirements

The following are required for admission to the Post-Baccalaureate Programs in Middle School Education:

1. A bachelor's degree from an accredited institution.
2. Passing scores on the Communication and Literacy Skills sections of the Massachusetts Tests for Educator Licensure (MTEL).
3. Minimum undergraduate GPA of 2.75.
4. Transcript review and interview with the Program Director.

Required Courses

21 Semester Hours

| | |
|---------|---------------------------------------|
| EHS 500 | Foundations of Education |
| EHS 501 | Adolescent Development |
| EHS 502 | Educational Psychology |
| EHS 506 | Reading Theory, Pedagogy and Practice |
| EHS 511 | Middle School Curriculum and Pedagogy |
| EHS 514 | Methods and Models of Teaching |
| EHS 515 | Practicum: Middle School Teaching |

Program of Study

Each candidate must interview with the Program Director prior to matriculation for purposes of transcript review. Some candidates may be required to perform additional course work in their selected subject matter, i.e., mathematics or history, in order to meet the competency requirements established by the Massachusetts Department of Education. Some candidates may waive up to 12 credit hours in light of equivalent courses taken elsewhere, relevant life experiences and/or related activities.

Master's of Science in Middle School Teaching

Program Advisors:

Sarah M. Carroll, Ed.D., *Program Director and Associate Professor*
 Glen A. Lewandowski, Ed.D., *Director of Student Teaching and Professor*
 Sheila M. Mahoney, Ed.D., *Associate Professor*

College of Arts and Science Faculty Advisors

Robert Bellinger, Ph.D., *Associate Professor of History*
 William Burgess, Ph.D., *Assistant Professor of Biology (General Sciences)*
 Paul Ezust, Ph.D., *Chair and Professor of Math and Computer Science*
 Kathleen Grathwol, Ph.D., *Associate Professor of English*

Description

This program is aligned with the current regulations for Professional Licensure in Massachusetts. Upon completion of this program, students will be sponsored for the Professional License. Please note: other requirements for the Professional License include: 1) completion of a one-year induction program with a mentor, 2) at least three full years of employment in the role of the license, i.e., as a Middle School Teacher, and 3) at least 50 hours of a mentored experience beyond the induction year. Additional requirements for the Professional License may be implemented by the Massachusetts Department of Education.

Admission Requirements

The following are required for admission into the Master's of Science in Middle School Teaching program:

1. Possession of a valid, Initial License to teach in Massachusetts;
2. Completion of Graduate Application for Admission. No additional testing is required for this program.

Education and Human Services

Required Courses

15 Semester Hours

| | |
|---------|--|
| EHS 603 | Special Topics in Teacher Education |
| EHS 605 | The Exceptional Child |
| EHS 606 | Reading Theory, Pedagogy, and Practice |
| EHS 617 | Assessment Theory and Practice |
| EHS 618 | Independent Research; Middle School |

Optional Courses

3 Semester Hours

| | |
|---------|--|
| EHS 606 | Reading and Writing in the Content Areas |
| EHS 614 | Methods and Models of Teaching |

Advanced Academic Courses

18 Semester Hours

Consult the corresponding academic department for additional information.

Secondary School Teaching Programs Post-Baccalaureate Program

Program Advisors:

Sarah M. Carroll, Ed.D., *Program Director and Associate Professor*
 Glen A. Lewandowski, Ed.D., *Director of Student Teaching and Professor*
 Sheila M. Mahoney, Ed.D., *Associate Professor*

College of Arts and Science Faculty Advisors

Barbara Abrams, Ph.D., *Assistant Professor of Humanities and Modern Languages (French)*
 Agnes S. Bain, Ph.D., *Chair and Professor of Government (Political Science/Political Philosophy)*
 Robert Bellinger, Ph.D., *Associate Professor of History*
 William Andrew Burgess, Ph.D., *Assistant Professor of Biology*
 Paul N. Ezust, Ph.D., *Chair and Professor of Math and Computer Science*
 Joseph Cuirly, B.A., *Instructor of Chemistry*
 Audrey Goldstein, M.F.A., *Associate Professor of Art and Design (Visual Arts)*
 Kathleen Grathwol, Ph.D., *Associate Professor of English*
 Walter H. Johnson, Ph.D., *Chair and Professor of Physics*
 Marilyn J. Plotkins, Ph.D., *Chair and Professor of Theatre Arts*
 Jay Rosellini, Ph.D., *Chair and Professor of Humanities and Modern Languages (German and Spanish)*

Description

Designed for individuals who wish to change careers, or need to complete additional course work, beyond the Bachelor's degree, in order to obtain Initial Licensure. Upon successful completion of their prescribed program, students will be sponsored for Initial Licensure as teachers in Massachusetts public school systems. Individuals who want to continue studying at Suffolk University may apply to our Master's of Science program and have up to 6 credit hours waived. Suffolk University offers a Master's in Teaching Spanish as a Foreign Language through the Madrid Campus; for additional information refer to the Madrid section of the catalog.

Admission Requirements

The following are required for admission to the Post-Baccalaureate Programs in Secondary School Teaching:

1. A bachelor's degree from an accredited institution.
2. Passing scores on the Communication and Literacy Skills sections of the Massachusetts Tests for Educator Licensure (MTEL).
3. Minimum undergraduate GPA of 2.75.
4. Transcript review and interview with the Program Director.

| Required Courses | 21 Semester Hours |
|------------------|---|
| EHS 500 | Foundations of Education |
| EHS 502 | Educational Psychology |
| EHS 503 | Schooling and Social Inequality: Race, Class, and Gender |
| EHS 508 | Skills for Secondary Educators |
| EHS 512 | Secondary Curriculum and Pedagogy |
| EHS 514 | Methods and Models of Teaching |
| EHS 516 | Practicum: Secondary School Teaching |

Program of Study

Each candidate must interview with the Program Director prior to matriculating for purposes of transcript review. Some candidates may be required to perform additional course work in their selected subject matter, i.e., mathematics or history, in order to meet the competency requirements established by the Massachusetts Department of Education. Some candidates may waive up to 12 credit hours in light of equivalent courses taken elsewhere, relevant life experiences and/or related activities.

Master's of Science in Secondary School Teaching

Program Advisors:

Sarah M. Carroll, Ed.D., *Program Director and Associate Professor*
Glen A. Lewandowski, Ed.D., *Director of Student Teaching and Professor*
Sheila M. Mahoney, Ed.D., *Associate Professor*

College of Arts and Science Faculty Advisors

Barbara Abrams, Ph.D., *Assistant Professor of Humanities and Modern Languages (French)*
Agnes S. Bain, Ph.D., *Chair and Professor of Government (Political Science/Political Philosophy)*
Robert Bellinger, Ph.D., *Associate Professor of History*
William Andrew Burgess, Ph.D., *Assistant Professor of Biology*
Paul N. Ezust, Ph.D., *Chair and Professor of Math and Computer Science*
Audrey Goldstein, M.F.A., *Associate Professor of Art and Design (Visual Arts)*
Kathleen B. Grathwol, Ph.D., *Associate Professor of English*
Doris I. Lewis, Ph.D., *Chair and Professor of Chemistry*

Description

This program is aligned with the current regulations for Professional Licensure in Massachusetts. Upon completion of this program, students will be sponsored for the Professional License. Please note: other requirements for the Professional License include: 1) completion of a one-year induction program with a mentor, 2) at least three full years of employment in the role of the license, i.e., as a Biology Teacher in grades 8 – 12, and 3) at least 50 hours of a mentored experience beyond the induction year. Additional requirements for the Professional License may be implemented by the Massachusetts Department of Education.

Admission Requirements

The following are required for admission into the Master's of Science in Secondary Teaching program:

1. Possession of a valid, Initial License to teach in Massachusetts;
2. Completion of Graduate Application for Admission. No additional testing is required for this program.

| Required Courses | 15 Semester Hours |
|------------------|--|
| EHS 603 | Special Topics in Teacher Education |
| EHS 605 | The Exceptional Child |
| EHS 607 | Reading and Writing in the Content Areas |
| EHS 617 | Assessment Theory and Practice |
| EHS 619 | Independent Research: Secondary |

| Optional Courses | 3 Semester Hours |
|------------------|--|
| EHS 606 | Reading Theory, Pedagogy, and Practice |
| EHS 614 | Methods and Models of Teaching |

| Advanced Academic Courses | 18 Semester Hours |
|---|-------------------|
| Consult the corresponding academic department for additional information. | |

Post Master's Program (CAGS) – Secondary School Teaching

Program Advisors

Sarah M. Carroll, Ed.D., *Director and Associate Professor*

Professional Development Programs in Teaching

- Middle School Teaching
- Secondary School Teaching

The Post Master's Degree Program in Teaching is designed for those professionals who hold a Master's Degree related to the subject they teach and have obtained Initial Licensure to teach in Massachusetts. *Candidates who hold a Master's Degree in a related content area, but do not have the required pedagogy background should enter our Post-Baccalaureate Program to receive Initial Licensure prior to enrolling in this program.* This program fulfills the academic requirements for the Professional Licensure. Upon completion of the prescribed program, Suffolk University will sponsor the candidate for professional licensure.

Please note: other requirements for the professional license include: 1) completion of a one-year induction program with a mentor, 2) at least three full years of employment in the role of the license, e.g., as a biology teacher in grades 8-12, and 3) at least 50 hours of a mentored experience beyond the induction year.

For more information, please contact:

Dr. Sarah M. Carroll
Graduate Program Director
Tel: (617) 573-8015
Email: scarroll@suffolk.edu

Middle School Teaching 18 Credit Hours

Required Courses 3 Credits

EHS 618 Independent Research: Middle School

Optional Courses 6 Credits

EHS 603 Special Topics in Teacher Education
EHS 605 The Exceptional Child
EHS 606 Reading Theory, Pedagogy, and Practice
EHS 617 Assessment, Theory and Practice

Advanced Academic Courses 9 Credits

Consult the corresponding department for additional information.

Admission Requirements

To be considered for admission to the Professional Development Program in Middle School Teaching, you must possess a valid Initial License to teach in Massachusetts, and complete the application requirements described on page 54. No additional testing is required for this program.

Secondary School Teaching 18 Credit Hours

Required Courses 3 Credits

EHS 619 Independent Research: Secondary School

Optional Courses 6 Credits

EHS 603 Special Topics in Teacher Education
EHS 605 The Exceptional Child
EHS 607 Reading and Writing in the Content Areas
EHS 617 Assessment Theory and Practice

Advanced Academic Courses 9 Credits

Consult the corresponding department for additional information.

Admission Requirements

To be considered for admission to the Professional Development Program in Secondary School Teaching, you must possess a valid Initial License to teach in Massachusetts, and complete the application requirements described on page 54. No additional testing is required for this program.

Education and Human Services Graduate Course Descriptions

EHS 500 – Foundations of Education

Introduction to the organization, role, and purposes of education in American society. Considers the philosophical, historical, and social foundations of education. Develops an awareness of teaching the culturally diverse and special needs student. Field observations (10 hours) required.

1 term – 3 semester hours.

Normally offered yearly.

EHS 501 – Adolescent Development

Examines the pre-adolescent and adolescent stages of human development relative to students' learning, social development, and parental relationships. Special emphasis will be placed on deviant classroom behavior and social actions, including outreach and intervention programs. Field observations (10 hours) required.

1 term – 3 semester hours.

Normally offered yearly.

EHS 502 – Educational Psychology

Examines the nature and development of human abilities and the teaching-learning process. Considers the facts and generalizations of child and adolescent growth and development, working with diverse cultures, and special needs children in school settings. Field observations (10 hours) required.

1 term – 3 semester hours.

Normally offered yearly.

EHS 503 – Schooling and Social Inequality: Race, Gender, and Class

The relationship between cultural diversity and schooling is explored by examining impediments to academic achievement and advancement by minority students, non-native English speaking students, and other under-represented groups. Topics include: standardized testing, identification and correction of reading deficiencies, legal and ethical responsibilities of teachers, and promoting equity.

1 term – 3 semester hours.

Normally offered yearly.

EHS 508 – Skills for Secondary Teachers

Examines the interplay between and among teachers, students, parents, and the community in secondary education settings. Topics include: the selection and use of media technology to enhance student learning, involving parents and the community in the teaching/learning process, building learning communities to support equity and democratic values, constructing units of instruction that bridge multiple content areas, and the professional and legal responsibilities of a secondary teacher. Special attention is given to teaching reading, writing, and mathematics in the content areas. Field observations (10 hours) required.

1 term – 3 semester hours.

Normally offered yearly.

EHS 511 – Middle School Curriculum and Pedagogy

Introduces students to the basic competencies of Middle School teaching. Topics include: behavioral problems, classroom management, grouping for instruction, motivation and reward systems, individualized instruction, IEP's, requirements for licensure in Massachusetts, and discipline specific curriculum development using the curriculum frameworks developed by the Massachusetts Department of Education. Field observations and experiences are grounded in theoretical discussion as students begin to develop their personal philosophies of education. Field observations (50 hours) required. Required prior to student teaching.

1 term – 3 semester hours.

Normally offered yearly.

EHS 512 – Secondary Curriculum and Pedagogy

Introduces students to the basic competencies of Secondary school teaching. Topics include: behavioral problems, classroom management, grouping for instruction, motivation and reward systems, individualized instruction, IEP's, requirements for licensure in Massachusetts, and discipline specific curriculum development using the curriculum frameworks developed by the Massachusetts Department of Education. Field observations and experiences are grounded in theoretical discussion as students begin to develop their personal philosophies of education. Field observations (50 hours) required. Required prior to student teaching.

1 term – 3 semester hours.

Normally offered yearly.

EHS 514 – Methods and Models of Teaching

Advanced work in preparing lesson plans and micro-teaching. In-depth analysis of various teaching methods and models and their appropriateness to content and age level of students in secondary settings. Topics include: individualized instruction, cooperative learning, special needs students, teaching critical thinking, developing purposeful homework assignments, and checking for comprehension. Extensive work in writing lesson plans with clear, concise, measurable objectives using the curriculum frameworks developed by the Massachusetts Department of Education. Micro-teaching and peer assessment is a major component of this course.

May be taken concurrently with EHS 515/615 or 516/616:

Student Teaching.

1 term – 3 semester hours.

Normally offered yearly.

EHS 515 – Practicum: Middle School Teaching

A 12-week practicum experience as a student teacher in a middle school. See regulations regarding student teaching.

1 term – 3-6 credit hours.

Normally offered yearly.

EHS 516 – Practicum: Secondary School Teaching

A 12-week practicum experience as a student teacher in a secondary school. See regulations regarding student teaching.

1 term – 3-6 credit hours.

Normally offered yearly.

EHS 603 – Special Topics in Teacher Education

Examines current major areas of concern for the Middle and Secondary school teacher, including special needs, legal consideration, and diverse populations. Students will gain practical experience working with English as a Second Language or learning disabled students.

1 term – 3 semester hours.

Normally offered yearly.

EHS 605 – The Exceptional Child

Analysis of various types of handicapping conditions and special education services provided at the Middle and Secondary school levels, including gifted students. Special emphasis will be placed on IEP's and least restrictive environment.

1 term – 3 semester hours.

Normally offered yearly.

EHS 606 – Reading Theory, Pedagogy and Practice

Students will become knowledgeable about the various approaches to teaching reading, decoding, vocabulary development, and comprehension. The use of study skills and application of reading skills in the Middle School content areas will be stressed. Students will be introduced to formal and informal assessment techniques to determine reading instructional needs.

1 term – 3 semester hours.

Normally offered yearly.

EHS 607 – Reading and Writing in the Content Areas

In-depth investigation of leading theoretical approaches to teaching reading and writing in the content areas. Topics include: diagnosing problems, individualizing instruction, developing IEPs, and integrating reading and writing into the curriculum and instruction.

1 term – 3 semester hours.

Normally offered yearly.

EHS 614 – Methods and Models of Teaching

Advanced work in preparing lesson plans and micro-teaching. In-depth analysis of various teaching methods and models and their appropriateness to content and age level of students in secondary settings. Topics include: individualized instruction, cooperative learning, special needs students, teaching critical thinking, developing purposeful homework assignments, and checking for comprehension. Extensive work in writing lesson plans with clear, concise, measurable objectives using the curriculum frameworks developed by the Massachusetts Department of Education. Micro-teaching and peer assessment is a major component of this course. May be taken concurrently with EHS 703 or EHS 707: Student Teaching.

1 term – 3 semester hours.

Normally offered yearly.

EHS 615 – Practicum: Middle School Teaching

Supervised teaching and related activities in a middle school setting. See regulations regarding student teaching.

1 term – 3-6 semester hours.

Normally offered yearly.

EHS 616 – Practicum: Secondary School Teaching

Supervised teaching and related activities in a high school setting. See regulations regarding student teaching.

1 term – 3-6 semester hours.

Normally offered yearly.

EHS 617 – Assessment Theory and Practice

This course examines the development of formative, summative, authentic, and alternative assessment in education. Seminal works by Archbald, Baron, Bloom, Kleinsasser, Schwab, and others comprise the theoretical portion. The second half of the course is dedicated to the selection, application, and integration of formal and informal assessment strategies and tools. A final project requires students to conduct a needs assessment, write a literature review, and design an assessment tool appropriate for their academic area and age level. Instructional strategies include: case studies, class discussion, student presentations, and research reviews.

1 term – 3 semester hours.

Normally offered yearly.

EHS 618 – Independent Research: Middle School

Students are expected to conduct research on a topic relating to their abilities as a Middle School teacher; field component is optional.

1 term – 3 semester hours.

Normally offered yearly.

EHS 619 – Independent Research: Secondary

Students are expected to conduct research on a topic relating to their abilities as a Secondary School teacher; field component is optional.

1 term – 3 semester hours.

Normally offered yearly.

EHS 625 – Organization and Administration of Higher Education

The interplay of organizational characteristics, structures and modes of financing will be explored in this course as a means of elucidating the application of administrative theories in higher education.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 626 – Legal Aspects of Higher Education

Examines legal problems facing college and university administrators including tort liability, rights of teachers and students, free speech issues, contracts, tenure, confidentiality of records and legal aspects of hiring and discrimination.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 627 – Junior/Community College: Processes and Problems

Examines the rationale, role, structure and function of public and private two-year institutions, with attention to the sociology of student populations, curricular and instructional trends, administrative problems, and future planning.

1 term – 3 semester hours.

Normally offered every third year.

EHS 628 – Financial Aspects of Higher Education

An introduction to the sources of higher education funding, budgeting and disbursement, control mechanisms, and the impact of financial considerations on the delivery of educational services.

1 term – 3 semester hours.

Normally offered yearly.

EHS 629 – College Teaching

Introduction to basic competencies of college teaching, including field observations and experience in guiding student learning activities, and location and development of appropriate materials.

1 term – 3 semester hours.

Normally offered yearly.

EHS 630 – Proposal Writing and Grant Development

Surveys public and private sources of contracted funding for research and development and provides experience in project planning and proposal writing. Management of contractual funds is covered.

1 term – 3 semester hours.

Normally offered every third year.

EHS 634 – Student Development/Services in Higher Education

This course will explore theories, rationales, and methods of student development in higher education, as well as the organization and administration of student personnel services.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 636 – Field Project: Organizational Development in Education

Intensive study of methods and models of educational change resulting in a detailed prescription for organizational development activities in a specific educational institution or agency.

1 term – 3 semester hours.

Normally offered yearly.

EHS 637 – Media, Community and Higher Education

Examines how colleges and universities manage public relations and foster community-building through cooperative ventures with businesses and non-profit organizations.

1 term – 3 semester hours.

Normally offered yearly.

EHS 638 – Field Project: Higher Education

Advanced individual study of a problem in higher education, including provision for application in a specific institution or higher education agency.

1 term – 3 semester hours.

Normally offered yearly.

EHS 639 – Writing for Professional Publication

Individualized study of research/development dissemination media and preparation of a publishable report or article.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 640 – Readings and Research

Advanced individual directed study of a topic of particular interest in administration.

1 term – 3 semester hours.

Normally offered yearly.

EHS 643 – Leadership

Trait-factor, group, and situational theories of leadership are explored in the context of team-building, participatory decision-making, staff development, resources allocation, and future planning.

1 term – 3 semester hours.

Normally offered yearly.

EHS 644 – Leadership Field Experience

Advanced individual study of a problem in educational leadership, including provision for application in a specific education institution.

1 term – 3 semester hours.

Normally offered yearly.

EHS 645 – Practicum in Administration

Application of administrative skills in an appropriate field placement under guidance of a cooperating administrator and a university supervisor.

1 term – 6 semester hours.

Normally offered yearly.

EHS 646 – Self-Assessment and Career Development

Explores techniques for clarifying personal strengths, skills and interests, and developing a career enhancement plan based on them.

1 term – 3 semester hours.

Normally offered yearly.

EHS 650 – Instructional Design

Identification of technological developments and trends affecting the design of curriculum for corporate training and continuing education settings. Conducting curriculum needs assessment through interviews, surveys, and literature review. Preparation of design documents and curriculum guides. Additional topics include: delivery systems, program development, budgeting, staff selection and roles, and evaluation.

1 term – 3 semester hours.

Normally offered yearly.

EHS 651 – Adult and Organizational Learning

Introduction to the core essentials of adult learning, encompassing concepts based on theories and proven practice. The course will also address the five disciplines of the learning organization with special emphasis on three: team learning, shared vision, and personal mastery. Adult learning and organizational learning theories will be applied to the learner's own area of expertise.

1 term – 3 semester hours.

Normally offered yearly.

EHS 652 – Training Methods for Adult Learners

This course examines the teaching-learning process appropriate to a variety of educational/learning settings. Exploration of a variety of appropriate methods and techniques and strategies effective in adult learning situations. It will investigate the special characteristics of the adult learner, including the teaching/training of older adults. Demonstration of methods and techniques, use of visual aids and teaching devices. Development of presentation skills.

1 term – 3 semester hours.

Normally offered yearly.

EHS 653 – Marketing Training and Education Programs

Provides an introduction to the marketing of courses and professional development programs offered in academic and corporate settings. Topics will include the analysis of educational markets, formulation of strategies used for program development, promotional materials, alternative educational delivery systems, pricing and budgetary policy; and practical experience creating a marketing plan for a corporate or academic program.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 654 – The Adult Learner

This course will focus on the adult as learner – his/her physiological, psychological, sociological and intellectual characteristics and how they affect learning. Adult learning theory and adult intelligence are explored as a means to understand the adult as learner. The course will also investigate the factors that facilitate or impede the learning process and will include the study of motivational factors that prompt adults to seek out educational opportunities.

1 term – 3 semester hours.

Normally offered yearly.

EHS 655 – Continuing Education for the Professions

Designing and managing programs to meet mandatory continuing education or relicensure requirements of professionals. Tailoring programs to specific goals and needs of the profession. Delivery systems, models, analysis of professional obsolescence, and enhancement of continuous learning for the professional. Review of literature and research relating to motivation and participation patterns of adult learners.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 657 – Advanced Instructional Design

Development and refinement of instructional design competencies including needs and assessment and job and task analysis. Writing management proposals. Cost-benefit analysis. Development of a complete design document, facilitator guides, and trainee material and handouts.

Prerequisite: EHS 650, or permission of the instructor.

1 term – 3 semester hours.

Normally offered yearly.

EHS 658 – Systems Thinking

Exploration of the guiding idea of systems thinking: that behavior of all systems follows certain common principles. Through participative interaction, participants will learn how to map individual problems or areas of concern within their own area of expertise, identify the key leverage point for improved thinking, and develop effective action strategies.

1 term – 3 semester hours.

Normally offered yearly.

EHS 659 – Reflection and Dialogue

Discovery and exploration of the underlying assumptions guiding our behavior. These tacit assumptions are often unexamined and untested, yet they act as a source of our beliefs and actions. Participants will develop an awareness of their own thinking and reasoning and learn to utilize reflective practices as a resource into their thinking.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 660 – Internship

Human Resources and Adult/Organizational Learning majors will be placed in internships relating to their area of interest/expertise and major. The internship advisor must approve the field site. An application for the internship may be obtained from the faculty advisor and must be filed by October 1 for spring semester internships and March 1 for summer and fall semester internships.

1 term – 3 or 6 semester hours.

Normally offered each semester.

EHS 661 – Teaching and Learning Styles

An examination of learning style and trainer style inventories including: (1) personality testing instruments; (2) information processing inventories; (3) social interaction inventories; and (4) instructional preference inventories. Development of instructional modules and design documents appropriate to individual differences and learner needs.

1 term – 3 semester hours or 4 CEUs.

Normally offered yearly.

EHS 662 – Organizational Learning Seminar

Demonstration of program competencies through the development and presentation of a comprehensive training module. The course also includes the examination of career paths, in-depth analyses of selected companies, Internet research, the development of a resume, and preparation for interviews.

1 term – 3 semester hours.

Normally offered yearly.

EHS 663 – Human Performance Improvement

This course will examine the roles, competencies, outputs, and forces affecting the improvement of human performance in organizations. Human performance improvement requires practitioners, line managers, and educators to identify performance gaps, consider interventions to close those gaps, implement optimal interventions, link performance improvements to organizational needs, and evaluate how well interventions are closing the gaps and realizing performance improvement potential.

1 term – 3 semester hours.

Normally offered in alternate years.

EHS 664 – Communicating for Results

Application of communication theory, human relations concepts, research methods, and information technology to the internal communication of professionals who work in environments with automated information and communication systems. Topics include: brainstorming, team building, problem solving, presentation skills, communication styles, and interpersonal relations. Emphasis on the human factors of communication and interaction.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 665 – Human Resources Information Systems (HRIS)

Using technology to exploit the strategic value of Human Resources function has become the source of competitive advantage for highly successful organizations in today's business environment. This course introduces human resources management tools that use the power of decision-support technology as the foundation of organizational success, and delves into information and database requirements, system design, development, implementation, and integration issues, including evaluation of software, middleware, and hardware requirements. Students will be involved in an in-depth analysis of current trends and thinking in HRIS, as well as operational decision-making related to HRIS. Customized to meet individual needs, students will also participate in group learning activities including case studies, presentations, and field data collection and analysis.

Prerequisite: EHS 680 – The Human Resources Function.

1 term – 3 semester hours.

Normally offered yearly.

EHS 666 – Instructional Technology

Exploration and demonstration of the latest technologies used in the design of instruction, i.e., CBT, CD-ROM, multimedia, the Internet and video. Incorporating the use of these technologies into instruction is studied in depth.

1 term – 1-3 semester hours.

Normally offered alternate years.

EHS 667 – Critical Business Competencies

Competency assessment. Review of the activities of business with a focus on the major functional areas. Projects will be individualized to specific student needs. Analysis of actual company reports and other information in order to evaluate specific aspects of an organization's behavior and performance.

1 term – 3 semester hours.

Normally offered summers, in alternate years.

EHS 668 – Organizational Development

A basic foundation course exploring the behavioral science theories and values shaping the practice of organizational development. Review of organizational development concepts, interventions, and models. Introduction to the collaborative processes for managing change. Examination of current issues and trends in the field of organizational development.

Open only to students matriculated in the Certificate of Advanced Graduate Study.

1 term – 3 semester hours.

Normally offered yearly.

EHS 669 – Leadership and Team Development

What does it take to be a very effective leader in today's fast-paced business environment? This course will delineate the core characteristics of leaders, what makes successful leaders, how power is defined in organizations, and how to influence others to remain competitive. Significant leadership models will be discussed. In addition, the ability to build sustaining, high-powered teams that can implement critical tasks will be a cornerstone of this course.

Open only to students matriculated in the Certificate of Advanced Graduate Study.

1 term – 3 semester hours.

Normally offered yearly.

EHS 670 – Special Topics

Current issues and trends and "cutting-edge" topics in human resources and adult/organizational learning. Specific topics are announced when the course is scheduled.

1 – 3 semester hours.

Normally offered yearly.

EHS 671 – Change Management

Change is now a constant in organizations and in order to remain competitive, one needs to know how to anticipate and manage that change. This course will explore in depth how to develop effective action strategies to effectively deal with change for the benefit of oneself and that of the organization.

Open only to students matriculated in the Certificate of Advanced Graduate Study.

1 term – 3 semester hours.

Normally offered yearly.

EHS 680 – The Human Resources Functions

The study of the human resources function in organizations, including staffing and development, organization and individual appraisal, employee compensation and benefits, safety and health, approaches to employee problems, and human resources information systems. The course addresses these subjects in the context of the future implications for the human resource function, which include: the changing workforce, the impact of rapidly changing technology, the world market and its competitive forces, and improving productivity.

1 term – 3 semester hours or 4 CEUs.

Normally offered yearly.

EHS 681 – Training and Development

An overview of the training and development function within organizations. A systems approach to training and development will be emphasized. Such topics as needs assessment, staffing, training techniques, and evaluation will be explored.

1 term – 3 semester hours or 4 CEUs.

Normally offered yearly.

EHS 682 – Human Resources and the Law

A review of the legal environment as it affects management/employee relations. The course will explore the legislation and legal cases in the areas such as: job descriptions; the employment process; the employee handbook; performance appraisal; employee conduct, complaints, discipline and termination; and the personnel file.

Prerequisite: EHS 680. May also be taken concurrently with EHS 680.

1 term – 3 semester hours or 4 CEUs.

Normally offered yearly.

EHS 683 – Recruitment and Selection

An in-depth examination of the recruitment process from workforce planning through recruiting to final selection. Specific areas covered include: developing position specifications, assessing the labor markets, advertising, employment agencies, internal control systems, candidate relations and assessment, and "closing the deal."

Prerequisite: EHS 680. May also be taken concurrently with EHS 680.

1 term – 3 semester hours or 4 CEUs.

Normally offered yearly.

EHS 684 – Employee Relations

A behavioral approach to employee relations. The course includes such topics as: interpersonal analysis and relationships; verbal and nonverbal communications; conflict resolution; behavior adjustment; participative management; and the psychology of managing.

Prerequisite: EHS 680. May also be taken concurrently with EHS 680.

1 term – 3 semester hours or 4 CEUs.

Normally offered yearly.

EHS 685 – Compensation Systems and Employee Benefits

Compensation of employees and related benefits are the largest expense for most organizations. This course examines these important areas of human resources and includes: The study of the role of compensation in the business environment. Does it motivate? Does it achieve the organization's objectives? The design of wage and salary programs and performance-based pay packages. The study and analysis of the concepts and principles guiding the design of employee benefit plans. The course will cover retirement plans, insurance, statutory benefits, personnel policies, and the emerging benefits.

Prerequisite: EHS 680.

1 term – 3 semester hours or 4 CEUs.

Normally offered summers.

EHS 686 – Contemporary Issues in Human Resources

This course provides an overview of the primary forces that will face companies in the coming decades if they are to remain competitive, both domestically and globally, and the challenge for human resources in these new arenas. Such issues include: work-force diversity; training the technology-based employee; the impact of rapidly changing technology; deregulation; legal trends; the world market and its competitive forces; the social issues and the environment; obtaining improved productivity; and creating value.

Prerequisite: EHS 680.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 687 – Strategic Human Resources Planning

High-performance organizations are recognizing the role of human resources in building better, faster, and more competitive organizations. Accordingly, the human resources function is an integral component of the corporate strategy. Human resources is expected to strengthen the organization's competitiveness in the fast-moving, global, quality-focused organizations. This course will examine the ways human resource professionals, in the business partner role, work with managers to effectively implement people-intensive strategies.

Prerequisite: EHS 680.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 688 – Virtual Human Resources

Improving productivity and reducing costs demands new ways of working and communicating, and rapid, continual learning is part of today's global business environment. This course addresses such issues as training and managing employees who work at remote locations and the effective use and application of Internet and intranet technologies for human resources functions. The "best practices" of HR organizations living in a virtual office complex will be explored.

Prerequisite: EHS 680.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 700 – Independent Projects

Advanced, individual, intensive study of a problem in human resources, adult and organizational learning, or organizational development. Requires written approval from the Director of the Human Resources, Learning and Performance Programs.

1 term – 3 semester hours.

Normally offered summers.

EHS 701 – Adolescent Development

Examines the pre-adolescent and adolescent stages of human development relative to students' learning, social development, and parental relationships. Special emphasis will be placed on deviant classroom behavior and social actions, including outreach and intervention programs.

1 term – 3 semester hours.

Normally offered yearly.

EHS 710 – Introduction to School Counseling

The foundation course for those enrolled in the school counseling program. The philosophical and theoretical foundations for school counseling are investigated, as well as the roles and functions of the school counselor, including group counseling, consultation, referral, Chapter 766 involvement, etc.

1 term – 3 semester hours.

Normally offered yearly.

EHS 712 – Life Span Development

The course explores human development from biological, psychological, and sociocultural perspectives. The major themes of each stage in the life cycle are discussed with a special emphasis on those themes that have significance across the life span. While the course focus is on understanding normal development processes, current research on timely topics (e.g. school shooting, gender reassignment, state wide school testing) are discussed as well.

1 term – 3 semester hours.

Normally offered fall semester.

EHS 713 – Counseling: Theory and Practice

Analysis of selected counseling theories representative of the field of counseling psychology. Theories will be selected from the following areas: Psychoanalytic, Psychosocial, Rational, Cognitive Behavioral/Learning Theory, Person-Centered, and Existential Theory. Treatment goals and techniques will be explored.

1 term – 3 semester hours.

Normally offered yearly.

EHS 714 – Psychology of Career Development

A survey of the various theories of career choice and development, and strategies for the implementation of career counseling in the school, agency, or organizational setting. Concepts of work, career concerns of women and minorities and other major issues are also investigated.

1 term – 3 semester hours.

Normally offered yearly.

EHS 715 – Methods of Research

Principles, concepts and methods of research design and statistics associated with psychological and educational research. Practical applications of research studies to a diverse range of interests in education, psychology and counseling.

1 term – 3 semester hours.

Offered yearly.

EHS 716 – Psychological Diagnosis

The study of the nature of mental disorders; central concepts and processes. Psychogenesis, psychodynamics, role of anxiety, and clinical assessment using the DSM-IV.

Prerequisite: EHS 713.

1 term – 3 semester hours.

Normally offered yearly.

EHS 717 – Psychological Testing

Evaluating, administering, scoring, interpreting, and reporting results of standardized tests of personality, academic performance, cognitive functioning, aptitude and achievement. Self-study, development and assessment of testing programs. Critical issues in testing.

1 term – 3 semester hours.

Normally offered yearly.

EHS 725 – Forensic Psychology

The interface of psychology and the law will be examined in the context of forensic evaluations performed for courts, attorneys and related agencies or facilities. Topics ranging from Competency to Stand Trial and Criminal Responsibility to termination of parental rights and custody and visitation evaluations will be explored. Practical applications of the skills and knowledge domains needed to perform forensic evaluations will be emphasized, as will the study of relevant laws and regulations as applied to forensic assessment. Discussion will include specialized forensic topics such as the evaluation of juvenile sexual offenders and the forensic use of psychological testing.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 726 – Family Therapy

Selected models of family therapy will be explored. Special emphasis will be placed on assessment and the acquisition of treatment strategies proven to be effective for counselors in helping families cope with developmental stresses.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 727 – Substance Disorders and Treatment

A study of the origin, contributing factors, and implications of drug and alcohol misuse. Various stages and manifestations of abuse/dependence will be considered and current treatment modalities will be explored.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 728 – Professional Orientation: Ethical/Legal Issues

An overview of the legal issues confronting counselors, human services providers and administrators. Study of regulatory and licensing matters, standards of care, confidentiality laws, mental health and disability laws, family law, constitutional issues, malpractice and legal/ethical dilemmas in human services.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 729 – Human Sexuality Seminar

The anatomy, physiology and psychology of human sexual functioning are reviewed. Etiology, interpersonal dynamics, and treatment of sexual dysfunctions are reviewed.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 730 – Personality Disorders: Diagnosis and Treatment

A theoretical exploration of the nature of personality, a review of the DSM-IV criteria for diagnosing personality disorders and an examination of current treatment approaches.

Prerequisite: EHS 713 and EHS 716

1 term – 3 semester hours.

Normally offered alternate years.

EHS 731 – Clinical Practice Seminar

This advanced seminar explores selected topics related to working as a licensed mental health counselor. Topics may include: licensing, insurance, work settings, association memberships, business strategies, benefits, billing, record keeping, professional liability and risk management, continuing education, consultation, referral procedures and supervision.

Prerequisite: Practicum or Internship experience.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 732 – Psychological Disorders of Childhood and Adolescence

This course explores the major psychological disorders of childhood and adolescence from biological, psychological, and sociocultural perspectives. Attention-Deficit and Disruptive Behavior Disorders, Learning Disorders, Feeding and Eating Disorders, anxiety and depression are among the disorders explored. Student interest determines other topics. Assessment, treatment, and outcome studies are also discussed.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 733 – Counseling Diverse Populations

A survey of problems and issues confronting cultural diversity. The study of ethnicity and sexual orientation as they influence the development of identity. Implications for counseling strategies.

1 term – 3 semester hours.

Normally offered yearly.

EHS 734 – Counseling Psychology Seminar

The study of selected advanced topics in counseling and human relations, with the emphasis on problem identification, intervention and remediation.

1 term – 3 semester hours.

Normally offered alternate years.

EHS 735 – Group Counseling

A study of the practical and theoretical aspects of counseling small groups. There will be provision for a laboratory experience in which students participate in a group and study the dynamics of behavior as this group develops. Group stages of development and leadership skills will also be examined.

1 term – 3 semester hours.

Normally offered yearly.

EHS 736 – Consultation

An in-depth examination of the counselor/human resource professional as consultant. The issues involved in third-party intervention vs. direct service are examined, as are the concepts of reactive and preventive consultation. The skills necessary for effective consultation are discussed and the differences between consultation and supervision are highlighted. An elective course for the Certificate of Advanced Graduate Study in Organizational Development (CAGS).

1 term – 3 semester hours.

Normally offered yearly.

EHS 737 – Interpersonal Skills Laboratory

An introduction to the fundamental techniques and methods of interpersonal relationships, self-examination, and field visits in relation to the role of professional counselor. The course will involve skill building through role playing, video and/or audio taping. An elective course for the Certificate of Advanced Graduate Study in Organizational Development (CAGS).

1 term – 3 semester hours.

Normally offered spring semester.

EHS 738 – Counseling/Human Relations Practicum I

Application of skills in an assigned field placement (school, agency or industry). Students will spend fifteen hours per week in field work and participate in weekly group sessions at the University for the evaluation of progress. Open only to degree candidates in Counseling and Human Relations.

Prerequisite: EHS 713 and EHS 737.

1 term – 3 semester hours.

Offered fall semester.

EHS 739 – Counseling/Human Relations Practicum II

Continuation of 738 with an opportunity to assume increased responsibility for clients under supervision.

Prerequisite: EHS 738.

1 term – 3 semester hours.

Offered spring semester.

EHS 740 – Counseling/Human Relations Internship I

Application of skills in an approved field placement (school, clinic, hospital, agency, industry) totaling 300 clock hours. The opportunity to develop advanced skills and to integrate professional knowledge appropriate to the field experience.

Prerequisite: EHS 738 and EHS 739.

1 term – 3 semester hours.

Offered fall semester.

EHS 741 – Counseling/Human Relations Internship II

Continuation of Internship I with advanced responsibilities totaling 300 clock hours. Exploration of an area of individual specialization.

Prerequisite: EHS 740.

1 term – 3 semester hours.

Offered spring semester.

EHS 742 – Professional Development Seminar

Intensive study of career enhancement strategies in consultation with a faculty advisor.

1 term – 3 semester hours.

Normally offered yearly.

EHS 744 – Counseling/Human Relations Supervision I

Examination of theories and techniques of clinical supervision. Direct responsibility for assisting in the supervision of Master's Degree students.

Prerequisite – CAGS candidacy.

1 term – 3 semester hours.

Normally offered fall semester.

EHS 745 – Counseling/Human Relations Supervision II

Continuation of Clinical Supervision I. Increased responsibility for supervision.

Prerequisite: EHS 744.

1 term – 3 semester hours.

Normally offered spring semester.

EHS 746 – Critical Issues in School Counseling

An in-depth investigation of current major areas of concern for the secondary school counselor, including involvement in special needs, legal issues, working with diverse populations and developmental/psychological education.

1 term – 3 semester hours.

Normally offered yearly.

EHS 750 – Independent Study: Counseling/Human Relations

Intensive study of an aspect of counseling and human relations in consultation with a faculty coordinator.

1 term – 3 semester hours.

Normally offered fall semester.

EHS 751 – Domestic Violence, Abuse and Neglect

An opportunity to learn the history of domestic violence including battering, child abuse and child neglect, and the legal response to it. Focus will be on Massachusetts law and its response, especially the Abuse Prevention Act, its application and enforcement, and on laws protecting children from abuse and neglect. Filings, law office issues and special issues in dealing with battered women and abused and neglected children will be included with the psychological issues, cultural issues, and advocacy possibilities.

1 term – 3 semester hours.

Normally offered yearly.

EHS 753 – Independent Study: Counseling/Human Relations

Intensive study of an aspect of counseling and human relations in consultation with a faculty coordinator.

1 term – 3 semester hours.

Normally offered spring semester.

EHS 900 – Directed Study

Members of the Department will meet with students to direct their research in areas of special interest to them. Projects will be authorized upon the recommendations of the Department Chairperson and with the approval of the Dean.

1 term – 3 semester hours.

Normally offered yearly.

MASTER OF SCIENCE IN POLITICAL SCIENCE DEGREE

Suffolk University offers a distinctive graduate program – the Master of Science in Political Science – to prepare students for political careers. Three tracks are available: (1) Professional Politics, (2) International Relations, and (3) International Relations/Caribbean Politics.

There is also a Master of Public Administration/Master of Science in Political Science option. Please see the joint degree section of the catalog for more information.

Department Faculty

Professors: Bain (Chairperson), Berg (Director of Graduate Studies)

Associate Professors: Cammisa, Dushku, Haussman, O'Callaghan

Assistant Professors: Burke, Dickerson, Laffey, Royo

Lecturers: Andrews, Harris, Natoli, Niedzwiecki, Paleologos, Snyder, Sullivan

Admission Requirements

To be reviewed for admission into the Master of Science in Political Science Program, you must hold a bachelor's degree from an accredited college or university, take either the Graduate Record Examination (GRE) or Miller's Analogies Test (MAT) and complete the application process. If you are an international student, you must also take the TOEFL and provide a statement of financial resources. Applicants who have graduated from an accredited college or university with a cumulative grade point average of 3.4 or above, or from Suffolk University with a cumulative grade point average of 3.0 or above are not required to take the GRE or MAT.

Graduate students may take a maximum of 12 credits a semester.

Degree Requirements

Track Requirements

| Professional Politics Track | | Credits |
|-----------------------------|---|---------|
| GVT 747 | Seminar in Legislation and Lobbying..... | 3 |
| GVT 755 | Seminar in Campaigns and Elections..... | 3 |
| GVT 772 | Ethical Issues in Professional Politics | 3 |
| GVT 776 | Advanced Research Methods in Professional Politics | 3 |
| Total track requirements | | 12 |

| International Relations Track | | Credits |
|-------------------------------|---|---------|
| GVT 761 | Seminar in International Relations Theory | 3 |
| GVT 763 | International Political Economy | 3 |
| GVT 774 | Ethical Issues in International Relations | 3 |
| GVT 778 | Advanced Research Methods in International Relations | 3 |
| Total track requirements | | 12 |

Electives

In addition to the Core, Concentration and Internship/Thesis requirements, students must take additional elective courses to bring their total credits earned to 30 (Professional Politics or International Relations) or 44 (International Relations/Caribbean Politics). Electives can include any graduate course offered by the Government Department, or:

| | | Credits |
|---------|---|---------|
| CJN 689 | Political Communication | 3 |
| EC 710 | International Macroeconomics | 3 |
| EC 730 | International Trade Theory and Policy | 3 |
| EC 733 | Public Choice..... | 3 |
| EC 740 | International Monetary Economics..... | 3 |
| EC 770 | Economic Integration | 3 |
| PAD 815 | Client and Community Relations | 3 |
| PAD 825 | Health Politics and Law..... | 3 |
| PAD 830 | Public Liaison Strategies..... | 3 |
| PAD 832 | Disability Issues | 3 |

Other Suffolk University graduate courses may be taken as options with the approval of the Director of Graduate Studies.

Professional Politics Electives

Electives will be chosen to support your field of concentration and choice of internship area or thesis topic.

| | |
|-----------------|----|
| Total electives | 15 |
|-----------------|----|

International Relations Electives

15 credits, of which 6 must be chosen from one of the following focus areas:

InterAmerican Politics Focus

| | | |
|---------|--|---|
| GVT 686 | Political Economy of Latin America..... | 3 |
| GVT 687 | Caribbean and Central American Politics | 3 |
| GVT 691 | Canadian Politics | 3 |
| GVT 693 | Politics of Mexico | 3 |
| GVT 697 | South America: Political Institutions and Political Change | 3 |
| GVT 795 | Seminar in North American Politics..... | 3 |
| PAD 840 | Comparative Public Policy (when offered in Puerto Rico or Canada) | 3 |

European Politics Focus

| | | |
|---------|---|---|
| GVT 682 | Politics of European Integration | 3 |
| GVT 683 | Politics of Europe | 3 |
| GVT 695 | Politics of East European Transition..... | 3 |
| PAD 840 | Comparative Public Policy (when offered in Dublin or Prague) | 3 |

International Political Economy Focus

| | | |
|----------|--|---|
| GVT 686 | Political Economy of Latin America..... | 3 |
| EC 730 | International Trade Theory and Policy | 3 |
| EC 733 | Public Choice..... | 3 |
| EC 770 | Economic Integration | 3 |
| MBA 730 | Managing in the Global Legal and Economic Environment | 3 |
| BLIB 830 | Managing in the International Legal Environment | 3 |
| FNEC 810 | The Manager in the Global Economy – Trade Issues and Policy | 3 |
| MGIB 810 | International Business | 3 |

International Organizations Focus

| | | |
|-----------------|---|----|
| GVT 663 | International Law and Organization..... | 3 |
| GVT 665 | Non-Governmental Organizations in World Politics | 3 |
| GVT 669 | Human Rights | 3 |
| CJN 750 | Organizational Communication and Development | 3 |
| PAD 844 | Management of Non-Profits | 3 |
| Total electives | | 15 |

Thesis Option

Master's students should normally choose the internship option. Students wishing to write a thesis instead must submit a proposal for approval by a faculty committee. Such applications will be considered only from students who have completed 14 credits, including two of their core courses, with a cumulative GPA of at least 3.5. For students in the International Relations track, the topic of the thesis must be related to the student's focus area.

The research, writing, and defense of a Master's thesis will normally require an additional year of study. Students approved for the thesis should enroll in GVT 907, followed by GVT 957. Completed theses must be defended before a committee of the faculty.

| | | Credits |
|--------------------|--|---------|
| GVT 907 | Graduate Directed Study in Political Science | 6 |
| GVT 957 | Thesis Research and Writing | 6 |
| Total requirements | | 39 |

Internship Option

The internship option is recommended for students seeking careers in professional politics or international relations. Typically, an internship will involve supervised work at a professional level in a political campaign, on a legislative staff, or in legislative relations, an international organization, or issue advocacy for a government agency, interest group, or non-governmental organization. Internships are available in Massachusetts, or in other countries, with suitable offices in New York or Washington. Internship placement must be approved by the student's advisor, and will typically require at least 20 hours of work per week for the duration of a semester and the completion of a research paper based on the internship experience. The research paper must be approved by a departmental committee.

| | | Credits |
|--------------------|---------------------------|---------|
| GVT 723 | Graduate Internship | 3 |
| Total requirements | | 30 |

Language Requirement

In addition to their course work, all students concentrating in International Relations or International Relations and Caribbean Politics must demonstrate written and oral proficiency in a language other than English. Proficiency will be evaluated by an examination administered by the Department of Humanities and Modern Languages. Students may enroll in language courses for the purpose of mastering the chosen language, but credits in those courses will not be applied toward the degree.

Master of Public Administration/ Master of Science in Political Science (MPA/MS)

The Public Management Department in conjunction with the Government Department in the College of Arts and Sciences offers a joint degree program in public administration and political science.

The MPA/MS degree program consists of 18 courses. Students complete 10 courses from public administration and 8 courses from government. Some political science electives can be public administration electives. Upon completion of degree requirements, students receive a MPA degree and an MS in Political Science.

Additional Concentration Requirements for International Relations and Caribbean Politics

In addition to the Core Requirements, International Relations Concentration Requirements and Thesis/Internship Option, candidates for the MSPS with a concentration in International Relations and Caribbean Politics must complete the following six courses at the University of the West Indies (UWI) – St. Augustine in Trinidad. The courses at UWI are offered only during the summer.

| | Credits |
|---|---------|
| Literature and Society in the Caribbean | 3 |
| Sociology of the Caribbean | 3 |
| The Government and Politics of the Caribbean..... | 3 |
| Caribbean Economy | 3 |
| International Relations of the Caribbean | 3 |
| Business and Society in the Caribbean..... | 3 |
| Total additional concentration requirements | 18 |

In this program, you will spend the fall and spring semesters at Suffolk, pursuing all core and track requirements for the MSPS in International Relations, earning 28 credits, with the exception of the thesis/internship option. You will then spend the summer at the UWI St. Augustine, in Trinidad, where you will take the six

required courses (18 credits) for UWI's post-graduate Diploma in Caribbean Studies. You will then write a research paper fulfilling both Suffolk's requirements for the thesis, and UWI's requirement for a final research paper. Normally, the thesis must be submitted by December of the year in which you attended UWI. The thesis must be approved by both institutions, including the usual oral examination at Suffolk. Students in this track who wish to write a thesis need not take GVT 907 but must have their thesis proposal approved by a faculty committee. Successful candidates then receive both the MSPS with a concentration in International Relations and Caribbean Politics (Suffolk) and the Diploma in Caribbean Studies (UWI). You may also choose to complete an internship in Caribbean Politics, in accordance with the usual procedures for the MSPS internship option, but will still be required to submit the required final research paper to UWI.

The University of the West Indies

The University college, established in 1948 at Mona, Jamaica, was the first campus of the University of the West Indies. Subsequently campuses were established at St. Augustine, Trinidad (1960) and Cave Hill, Barbados (1962). Today, the University of the West Indies is comprised of its three main campuses, the Center of Hotel and Tourism Management in the Bahamas, the Institute of Business at St. Augustine and at Mona, and of 11 non-campus centers situated in other Caribbean countries.

| Fall Semester (Suffolk University) | | Credits |
|------------------------------------|---|---------|
| GVT 761 | Seminar in International Relations Theory | 3 |
| GVT 777 | Advanced Research Methods in Political Science | 3 |
| | Elective Courses | 6 |
| Total | | 12 |

| Spring Semester (Suffolk University) | | Credits |
|--------------------------------------|---|---------|
| GVT 763 | International Political Economy | 3 |
| GVT 774 | Ethical Issues in International Relations | 3 |
| | Elective Courses | 6 |
| Total | | 12 |

| Summer Term (UWI) | | Credits |
|--|--|---------|
| Literature & Society in the Caribbean | | |
| Sociology of the Caribbean | | |
| The Government and Politics of the Caribbean | | |
| Caribbean Economy | | |
| International Relations of the Caribbean | | |
| Business and Society in the Caribbean | | |
| Total | | 18 |

| Fall Term (UWI or Suffolk) | Credits |
|--|---------|
| Completion of thesis GVT 957 or internship GVT 723 | |
| Total | 3-6 |

Note: Each UWI course meets for four hours per week from May through August. Students are required to take and pass examinations in each of the six subjects at the end of the term.

Costs/Tuition

Students will pay their part-time or full-time tuition costs (depending on how you are enrolled) for the MSPS for the fall and spring semesters at Suffolk; UWI's tuition for the summer; and Suffolk's tuition for the thesis course the following fall. These fees do not include books or accommodations. Housing is available through UWI (dormitory and townhouse rooms with shared kitchens and either private or shared bath and toilet facilities), off-campus housing is available. Students will be responsible for their own transportation to and from Trinidad.

Certificate of Advanced Graduate Study in Professional Politics (CAGS)

18 credits

The CAGS program is appropriate for you if you already have a post-graduate degree, and either wish to prepare yourself for a career in professional politics, or want to supplement your current career with specialized knowledge of professional politics. The CAGS in Professional Politics is ideal for lawyers, accountants, public relations professionals, and others who wish to improve their skills in politics, government relations, and issues management. The CAGS in Professional Politics is open for full-time or part-time study. All core courses are offered on weekday evenings.

| Certificate Requirements | 12 Credits |
|--|------------|
| GVT 755 Graduate Seminar in Campaigns and Elections | 3 |
| GVT 777 Advanced Research Methods in Political Science | 3 |
| GVT 747 Seminar in Legislation and Lobbying | 3 |
| GVT 773 Ethical Issues in Politics..... | 3 |

Suggested Electives 6 Credits

Choose two from the following:

| | |
|---------|--|
| GVT 606 | Women and Public Policy |
| GVT 623 | Political Survey Research |
| GVT 635 | Health Care Policy |
| GVT 636 | Race and Public Policy |
| GVT 637 | Public Policy and Business |
| GVT 638 | Environmental Policy and Politics |
| GVT 639 | Community Advocacy |
| GVT 645 | New Directions in Advocacy and Lobbying |
| GVT 653 | Voting Behavior in the United States |
| GVT 654 | New Directions in Electoral Politics |
| GVT 655 | American Parties and Politics |
| GVT 658 | Politics and the Media |
| GVT 659 | Race and Gender in U.S. Electoral Politics |
| GVT 691 | Canadian Politics |
| GVT 693 | Politics of Mexico |
| GVT 785 | Fundamentals of Political Fundraising |

CJN 740 Political Communication

| | |
|---------|--------------------------------|
| PAD 815 | Client and Community Relations |
| PAD 825 | Health Politics and Law |
| PAD 830 | Public Liaison Strategies |
| PAD 832 | Disability Issues |

Admission Requirements

To be reviewed for admission into the CAGS Program, you must have a graduate degree from an accredited college or university, and complete the application process. If you are an international student, you must also take the TOEFL and provide a statement of financial resources.

Courses

Courses with 600 numbers are open to graduate students and advanced undergraduates. Graduate students should expect to do additional reading and research in these courses; consult the course instructor for specifics. Graduate students who have taken a similar course in the undergraduate level may not enroll in the equivalent 600-level course. **Courses with 700 numbers are open only to graduate students; graduate students may take any such courses for which they have the prerequisites.**

Master of Political Science Course Descriptions

GVT 605 – Women in African Politics

This course examines women's issues in Africa and policies taken in several African countries to address these issues. It also explores the role of women as activists, decision-makers, and officials in African countries. When this course is taught on the Dakar, Senegal campus, the course will include visits with women involved in politics in Senegal on many levels. It will be interactive and will allow for face to face interactions with Senegalese women leaders. For graduate credit, a research paper is required.

This course is open to graduate students only.

3 graduate credits.

GVT 606 – Women and Public Policy

This course examines women's issues and roles in the public policy process. Topics will include policies that affect women, such as child care, sex discrimination, sexual harassment, women's health care and reproductive issues. Emphasis will also be placed on women's roles in the policy process, as citizens, voters and public officials.

3 graduate credits.

GVT 623 – Political Survey Research

Everything needed to design, carry out, and interpret a political survey. Topics covered include questionnaire design, sampling, interviewing, coding data, and univariate and bivariate analysis of the results. Multivariate analysis will be discussed but not studied in depth. An actual survey will be conducted as a class project.

Prerequisites: Open to graduate students, seniors, and juniors; previous course in political science research methods, or comparable course in another discipline and consent of instructor.

3 graduate credits.

GVT 633 – Politics in Film

A country's popular culture offers significant and accurate insights into the political values, attitudes and beliefs of its people at a given time. One form of popular culture, films, can be a powerful disseminator of political messages. This course will examine a number of different eras and political themes as they have been reflected through films in the U.S.

3 graduate credits.

GVT 634 – Social Welfare Policy

This course examines the policy and politics of welfare in the United States. The course will place welfare policy in its historical context, beginning with the establishment of Aid to Families with Dependent Children in 1935 and its dismantling in 1996 with passage of the Personal Responsibility and Work Reconciliation Act. Students will read various interpretations of the problem of poverty and how to alleviate it. Other issues to be addressed may include social security and child care policy. While the class will focus on policy and politics at the federal level, it will also include discussion of welfare policy at the state level.

3 graduate credits.

GVT 635 – Health Care Policy

Policies of present United States health care system critically analyzed and compared with other national systems. Current reform proposals receive special attention.

3 graduate credits.

GVT 636 – Race and Public Policy

Public policy's impact on Blacks, Chicanos, Native Americans, Puerto Ricans, and other minority groups; how public policy has contributed to racial oppression; policies for attaining racial equality; political strategies of minority groups.

3 graduate credits.

GVT 637 – Public Policy and Business

Public Policy-makers interests in formulating and implementing policy in the areas of environmental protection, consumer protection, equal employment opportunity, health care, taxation and competition with a focus on business responsibility will be critically analyzed. Costs and benefits to the public and business will be evaluated.

3 graduate credits.

GVT 638 – Environmental Policy and Politics

From Rio to the Boston Harbor Project, this course examines the policies and politics of the environment. It examines the origins of the environmental movement in the United States focusing on the development and present function of government and non-government organizations responsible for the development and implementation of global, national, state and local environmental policies.

3 graduate credits.

GVT 639 – Community Advocacy

This course represents a unique opportunity for students to develop a general understanding of the relationship between politics and the community; a systematic and holistic way of viewing and analyzing the impact of community-based, community-wide organizations and efforts.

3 graduate credits.

GVT 643 – State Court Process and Policy

Contemporary state court processes, progress and problems including trial and appellate court practice, procedure and participants; plea bargaining, alternative dispute resolution; policy making.

3 graduate credits.

GVT 644 – Civil Liberties

Analysis of Supreme Court decisions in regard to political and civil rights including freedom of speech, press, assembly and religion, obscenity, race and sex discrimination, and criminal procedure.

3 graduate credits.

GVT 645 – New Directions in Advocacy and Lobbying

In this course we will examine the latest developments in interest group politics, including trends in grassroots organization, mobilization, and lobbying; fundraising; advocacy by nonprofit organizations; the growth of “issues management”; changing regulations; ethical considerations; and the evolving relationships between advocacy and electoral organizations. We will make extensive use of amateur and professional advocates and lobbyists as guest speakers. Students will be expected to write a research paper on some aspect of the current politics of advocacy and lobbying.

3 graduate credits.

GVT 647 – Legislative Process

The structure and functioning of legislatures. Particular emphasis on the U.S. Congress, how it works and how it compares with other legislatures. The role of legislatures in a democracy.

3 graduate credits.

GVT 648 – The American Presidency

Perspectives on the role and problems of the presidency in American political life; the nature and difficulties of presidential influence and effectiveness, presidential authority within our system of government, and the impact of presidential character.

3 graduate credits.

GVT 652 – Constitutional Reform

A critical analysis of whether our constitutional system is adequate to effectively resolve the new and complex problems of governance in this century. The strengths and weaknesses of governmental structure created by the U.S. Constitution will be examined. Past and current amendment proposals will receive special attention.

3 graduate credits.

GVT 666 – Free Trade Policy

This course, open to both undergraduate and graduate students, examines the period from the implementation of the North American Free Trade Agreement (1994) until the present, and the future possibly under the FTAA (Free Trade Agreement of the Americas). This course especially examines the pieces that free trade critics have alleged governments ignore; the social side effects of increased industrialization under the free trade model. This includes the adoption of “just in time” manufacturing strategies in Canada and the U.S., which force workers to speed up production. In Mexico, side effects have included polluted boundary waters and sexual harassment of women in maquiladora factories. Overall, the course assesses the arguments as to whether older sectoral free trade or the newer, “freer” trade is more responsible for the current problems. It also includes an examination of the anti-globalization movements and to correspondence between their rhetoric and the current reality of free trade.

3 graduate credits.

GVT 653 – Voting Behavior in the United States

Study of the ways in which voting is considered fundamental to representative democracy, and of the ways in which voters make their wishes known. In examining the ways in which voters affect and, in turn, are affected by the political system, the course will emphasize the structural specifics of U.S. political institutions and the electoral system. Traditional theories as to the influences upon voting behavior, such as party cues and issues, will also be discussed. This will lead to an assessment of whether the U.S. system is “caused” by the voters, or whether their behavior is “caused” by the system.

Prerequisites: Open to graduate students, or to advanced undergraduates in political science with the consent of the instructor.

3 graduate credits.

GVT 654 – New Directions in Electoral Politics

In this course we will examine the latest developments in American electoral politics, including the organization of new parties and the restructuring of old ones; the development of new campaign techniques; the continuing evolution of campaign finance and of proposals to reform it; and the impact of easier voter registration. We will use the current year’s campaigns as a laboratory, and make extensive use of campaign professionals as guest speakers. Students will be expected to write a research paper on some aspect of current electoral politics.

3 graduate credits.

GVT 655 – American Parties and Politics

Historical overview of party development in the U.S. and of ideological and political trends as reflected in voting behavior. Recent developments in party structure, electoral strategies and political style. The party “crisis” vs. the “art” of political campaigning.

3 graduate credits.

GVT 656 – Urban Economic Development and Planning

This course is designed to provide a solid foundation in the creative use of modern economic development programs in urban areas. Contemporary strategies in business development initiatives, urban incentive aid programs, strategic planning, economic target areas, local property tax stabilization plans, economic development loan funds and job training programs will be explored. The innovative use of these municipal programs to spur private investment, expand the commercial and industrial business base and create permanent jobs will be the main focus of the course.

3 graduate credits.

GVT 657 – Urban Politics and Government

This course examines the political process and problems characteristic of big cities in the United States today. Students are encouraged to do individual and group research on specific urban political topics.

3 graduate credits.

GVT 658 – Politics and the Media

This course will explore the influence of media on contemporary political issues and public opinion; and the use of media in political campaigns, advertising, etc. Topics may include the impact of "talk radio," the issue of media bias, the role of television, the "Hollywood connection."

3 graduate credits.

GVT 659 – Race and Gender in U.S. Electoral Politics

An assessment of the relative influence of racial and gender groups upon U.S. politics in the twentieth century. This includes the periodic mobilization and demobilization of these social groups by the political parties; the contrasts in voting patterns of racial and gender groups; candidacies for office; the groups' movement beyond party politics into the social movement and interest group arena; and a discussion of the nature of representation and how racial and gender groups are said to be represented in Congress and the state legislatures.

3 graduate credits.

GVT 661 – Issues in International Relations

An in-depth examination of global political and political economy issues such as; the changing world order, environmental politics, human rights, peace-keeping alternatives, weapons proliferation and disarmament, and the role of non-state actors. Content will reflect the interests of both the instructor and students and will draw upon a variety of resources.

3 graduate credits.

GVT 662 – Approaches to Foreign Policy & Diplomacy

The objective of this course is to analyze the mechanisms and processes of diplomacy. It provides a sense of the evolution of statecraft, and it seeks to assess the utility of different approaches to the development and implementation of foreign policy and to examine the successes and failures of these approaches in different circumstances.

The course is open to graduate students only.

3 graduate credits.

GVT 663 – International Law and Organization

Examination of the development, principles and role of international law in the last two centuries; a study of the Charter, activities and politics of the United Nations Organization and its specialized agencies; NATO and other regional organizations.

3 graduate credits.

GVT 664 – The Internet and Politics

Traditionally the media have dominated politics. Now the Internet is playing an increasingly leading role in our political life. The Internet may become a powerful instrument to help us understand the new forces shaping voters' preferences and a major source of interaction between voters and politicians. This course analyzes the interplay between politics and the Internet. The issues that will be discussed in the course include: Jesse Ventura's innovative Internet-based campaign in Minnesota; the impact of the Internet on advertising and polling; and the use of the Internet by grassroots activists to organize new groups and rally support for their causes. It will be an interactive course and will take place in a computer lab.

3 graduate credits.

GVT 665 – Non-Governmental Organizations in World Politics

This course will explore the nature and varied roles in theory and practice of non-governmental organizations and the networks they form in contemporary world politics. Particular attention will be given to NGOs and NGO networks that operate in North America.

3 graduate credits.

GVT 669 – Human Rights

An examination of human rights at the end of the 20th Century. Attention will be given to the origin and expansion of the concept of human rights, the place of human rights in different political systems, the links between culture and human rights, and the means and mechanisms for safeguarding rights with particular reference to the United Nations system.

3 graduate credits.

GVT 671 – Topics in Democracy

In this course, students will have an opportunity to examine the basic foundations of the democratic theory and practice. Specifically, the course will focus on building blocks of a democratic relationship between people and government, including transparency, accountability, accessibility, and opportunities for effective advocacy and participation. Both classical and modern authors who have weighed in on these issues will be discussed.

3 graduate credits.

GVT 673 – American Political Thought

Reading and discussion of original works by significant American political thinkers. Readings vary, but might include *The Federalist* and works by Paine, Jefferson, Calhoun, Thoreau, Sumner, Reed, Dewey, Lippman, Goodman, King, Malcolm X, Carmichael, Hamilton, Friedan, and Dellinger.

3 credits.

GVT 675 – Radical and Revolutionary Political Thought

This course focuses on those political thinkers, such as socialists, feminists, anarchists, pacifists, and ecologists, who have opposed the established order and sought to change it. Topics covered include utopian visions (e.g., Owen, Morris, Bellamy, Gilman), criticism of existing (Wollstoncraft, Marx, Fanon, Beauvoir), and strategies for change (Goldman, Malcolm, Lenin, Cabral). The emphasis is on reading original theoretical works, with several writing assignments.

3 graduate credits.

GVT 681 – Topics in Comparative Politics

Designed for students with a particular interest in political structures, behaviors or issues that are most properly studied in a comparative context, for example, revolution, ideology, bureaucracy, etc. Content will reflect the particular research interests of both the instructor and the students, drawing upon a large body of comparative political literature.

3 graduate credits.

GVT 682 – Politics of European Integration

The object of this course is to provide students with an overview of the process of European integration. We will assess the status and meaning of "European Union" in its domestic and economic dimensions. A central focus of the course will be to analyze the historical forces that fostered political and economic integration in the continent and to find out why there is a push for deeper integration.

3 graduate credits.

GVT 683 – Politics of Europe

Comparative study of political development in Europe; politics in Europe's post-industrial societies and in selected countries of southern and eastern Europe; challenges of European integration.

3 graduate credits.

GVT 684 – African Politics

The political development of Africa in colonial and post colonial periods. Analysis of the evolution of governmental institutions includes economic, social, and personal factors; political forces at work in present day Africa.

Cross-listed as GVT 383.

3 credits.

GVT 685 – Politics of the Middle East

Interlocking themes making the contemporary Middle East an area of chronic conflict: Big Power rivalries; social and political change within individual countries; unity and rivalry involved in Arab nationalism; the Palestinian-Israeli-Arab dispute.

3 graduate credits.

GVT 686 – Political Economy of Latin America

This course will examine the principal issues in the study of 20th Century Latin American Political Economy. It will center in the interaction between politics and economics in Latin America's quest for economic development. We will analyze the main actors, the issues, and the analytical framework used to explain Latin American Political Economy. We will compare paths of industrialization in Latin America and East Asia/Europe to understand why some countries develop while others stagnate. We will also analyze specific LA political economy issues and processes; the debt crisis, structural adjustment, the integration of LA countries in the global economy, economic integration in the Americas including NAFTA, economic inequality and the new neo-liberal policies currently implemented throughout the continent.

3 graduate credits.

GVT 687 – Caribbean and Central American Politics

Examines social and economic conditions and current political trends in the Caribbean and in selected Central American nations. Emphasis will be placed on comparative analysis of public policies in the region, as well as on external factors which impact on politics in the Caribbean and Central America. Students will use academic sources in their analysis, as well as novels and other literary sources for the background of their analysis.

3 graduate credits.

GVT 689 – Politics of China

Emphasis on a particular approach to the problems of economic modernization and political development. Historical background; the revolutionary movement; present political structures and current issues.

Prerequisite: Consent of the instructor.

3 graduate credits.

GVT 691 – Canada: Multicultural Politics

This course examines the Canadian model of incorporating diverse communities into its constitutional and political framework, including the founding British North American Act of 1867, the 1982 Constitution Act, and two later attempts at constitutional reform. Canada's role in balancing two official languages, English and French, is discussed, as is its recognition of a "First Nations" native-governed territory in the Arctic. This course introduces students to the Canadian polity and compares its parliamentary system with the U.S. separation of powers system.

3 graduate credits.

GVT 693 – Politics of Mexico

Introduction to the government and politics of contemporary Mexico, with special attention to social and economic institutions, parties and social movements, and the influence of Mexico's revolutionary heritage. There will be some analysis of the interaction of US/Mexico relations and the impact of NAFTA on Mexican workers and the economy.

3 graduate credits.

GVT 694 – U.S. & the Middle East

This course will explore the role played by the United States in the Middle East in the twentieth century, with emphasis on the period since World War II. Our study will begin with a decision-making approach to understanding the domestic and institutional context of America's policy toward the region, followed by an examination of that policy as it confronted radical nationalist, socialist, and Islamic movements, Soviet influence, and specific contemporary problems – the Arab-Israeli conflict, the Lebanese civil war, the Iranian revolution, the Iran-Iraq War, and the Gulf War.

3 graduate credits.

Normally offered alternate years.

GVT 695 – Politics of Eastern European Transition

This course focuses on political developments in all countries formerly called "Eastern Europe" since the break with communism in 1990-91. There will be readings and discussion on matters of economic policy, construction of democratic institutions, foreign policy, and the challenges of dealing with internal ethnic conflicts and differences. At the instructor's discretion, more time will be spent on some countries than others, but every effort will be given to taking a regional perspective as well as delving into some countries with depth.

3 graduate credits.

GVT 696 – Former Soviet Republics in Transition

This course will examine political and economic institutions of newly independent entities from Kazakhstan to the Baltics. It will include historical roots of the Soviet Union from the Russian Revolution through the Gorbachev years. Attention will be paid to Marxist theory and non-Marxist challenges for the economy of the area as well as the state. While some attention will be paid to foreign relations of the former Soviet Union and the current regimes with Western Europe and the US and elsewhere, the major emphasis will be on domestic policy issues and analysis of the impact of domestic policy on citizens of the former Soviet Union.
3 credits.

GVT 697 – South America: Political Institutions and Political Change

This course will examine the principal issues in the study of 20th Century South American Politics. It will center in the interaction between history and politics in Latin America's quest for democratization. We will analyze the main actors and political institution, the issues and the analytical framework to explain political developments in the Continent. We will compare paths of democratization in several South American countries to understand why democracy has flourished and is more consolidated in some countries than in others. We will also analyze specific policy issues and processes; civilian control over the Army, the emerging role of leftist-oriented parties, structural adjustment policies, the integration of these countries into the world economy, the role of the US in the region and economic and political integration in the Americas.

3 graduate credits.

GVT 699 – The Politics of Ethical Conflict

The course will survey various theories of nationalism and ethnic conflict and test their applicability to a number of contemporary cases. After a look at the sources of ethnic conflict within a particular country we will examine the way in which the international system reacted. Special attention will be paid to conflicts that have or have had a U.S. diplomatic dimension, namely Northern Ireland and Israel/Palestinian Territories.

3 graduate credits.

GVT 723 – Graduate Internship

The internship option is recommended for students seeking careers in professional politics or international relations. Typically, an internship will involve supervised work at a professional level in a political campaign, on a legislative staff, in an international non-governmental organization, or in legislative relations for a government agency or private organization. Internship placement must be approved by the student's advisor, and will typically require at least 20 hours of work per week for the duration of a semester and the completion of a research paper based on the internship experience. The research paper must be approved by a departmental committee.

Prerequisite: GVT 703.

3 graduate credits.

GVT 747 – Seminar in Legislation and Lobbying

Core course for the Professional Politics Concentration. Students will read and discuss current research on legislative politics and organization, including committees, interest groups and lobbying, legislative voting and decision making, and other topics. Students will conduct their own research and present it to the seminar.

Prerequisites: Open to graduate students only; at least one previous course in legislatures or interest groups, or consent of the instructor.
4 graduate credits.

GVT 755 – Seminar in Campaigns and Elections

Core course for the Professional Politics Concentration. Students will read and discuss current research on campaigns and elections, voting behavior, and political parties, and will conduct their own research and present it to the seminar.

Prerequisites: Open to graduate students only; at least one previous course in elections, voting behavior, or political parties, or consent of instructor.
3 graduate credits.

GVT 761 – Seminar in International Relations Theory

Core course for the concentration in North American Politics. This course will examine the key concepts of and approaches to world politics. Special attention will be given to the application of these concepts and approaches to the relations among the nation-states of North America.

Prerequisite: Open to graduate students only.
3 graduate credits.

GVT 763 – International Political Economy

This course introduces students to the study of international political economy (IPE). It addresses the interactive relationship between politics and economics in the historical and contemporary international system by exploring the effect of political factors on international economic relations as well as the impact of economic factors on domestic and international politics.

Prerequisites: Open to graduate students only. Completion of introductory course in Macroeconomics.
3 credits.

GVT 771 – Theories of Comparative Politics

This course will examine major theoretical approaches to the study of comparative politics, including studies of state building, institutionalization, political systems analysis, and comparative political cultures and behavior. Students will examine and compare ways that scholars look at politics, identifying characteristics of political systems that can be and have been usefully analyzed for their similarities and differences. Students will focus on issues in this field such as democratization, development, globalization, transformation of states, and the connection between economic change and political change. Emphasis will be placed on applying theories to actual national governments in different parts of the world.

Prerequisite: Open to graduate students only.
3 credits.

GVT 772 – Ethical Issues in Professional Politics

Core course for the Professional Politics Concentration. The purpose of campaigns is to win, while the purpose of elections is to maintain democracy. This course will focus on the tension between these two goals, on the assumption that a healthy democracy needs a well-developed ethical sense among political professionals. The course will combine consideration of fundamental ethical principles with class discussion of hard cases. Each student will be asked to study a case and present it to the class.

3 graduate credits.

GVT 774 – Ethical Issues in International Relations

Core course for the International Relations Concentration. This course will focus on ethical issues that arise in the international system in the absence of clean laws and practical sanctions. The course will combine consideration of fundamental ethical principles with class discussion of hard cases. Each student will also be asked to research a case in depth and to present that case in class.

Prerequisites: Open to graduate students only.

3 graduate credits.

GVT 776 – Advanced Research Methods in Professional Politics

Core course for the MS in Political Science, Professional Politics track. The aim of the course is to give students the ability to conduct their own research and to understand and use the research of others, with a emphasis on relevant topics such as voting behavior, elections, polling, legislatures and public policy. Both qualitative and quantitative methods will be covered, including archival research, legislative documents, election data, and multivariate analysis.

3 graduate credits.

GVT 778 – Advanced Research Methods in International Relations

Core course for the MS in Political Science, International Relations track. The aim of the course is to give students the ability to conduct their own research and to understand and use the research of others, with a emphasis on topics relevant to the field of international relations. Both qualitative and quantitative methods will be covered, including archival research and the use of documents and data from a variety of sources.

3 graduate credits.

GVT 785 – Fundamentals of Political Fundraising

Political campaigns aim for votes, but they run on money. This course will introduce students to the basic elements of political fundraising: how to identify potential donors, how to approach them, and how to persuade them to contribute. All varieties of fundraising will be considered, from large to small donors, from personal appeals through events to direct mail, along with the basic legal rules about fundraising, such as contribution limits, record keeping, and reporting requirements. Students in this course will also examine the influence of money and PACs on politics and public policy, and will consider the relative advantages and disadvantages of other possible systems of campaign finance, both as practiced today in other countries and as proposed by reformers in the United States.

Prerequisite: Open to graduate students only.

3 graduate credits.

GVT 795 – Seminar in North American Politics

Core course for the concentration in North American Politics. Students will read and discuss current research on the politics of Canada, Mexico, and the United States, and on the relations among these states. Students will conduct their own research and present it to the seminar.

Prerequisites: Open to graduate students only; at least one previous course in the politics of Canada, Mexico, or the United States, or consent of the instructor.

3 graduate credits.

GVT 907 – Graduate Directed Study in Political Science

Intensive reading, under the guidance of a faculty member, of advanced scholarly literature in the subfield of the student's intended master's thesis.

Prerequisites: GVT 703 and approval of a thesis proposal.

6 graduate credits.

Gvt 957 – Thesis Research and Writing

All candidates for the MS in Political Science must complete either a thesis or an internship. The thesis option is recommended for students wishing to enter a Ph.D. program in political science after completion of the MS. The research and writing of the thesis will be conducted under the individual supervision of a faculty member. The completed thesis must be accepted by a departmental committee.

Prerequisites: GVT 703 and GVT 907.

6 graduate credits.

GRADUATE DEPARTMENT OF PSYCHOLOGY

Core Faculty: Basseches, Bursik, Bybee, Gansler, Harkins, Kaplan, Katz, Kenney, LoCicero, Moes, Ray, Recklitis, Sandberg, Wells, Webb

Adjunct Faculty: Eskedal, Field, Korn, Oscar-Berman, W. Sandberg

Major Field of Study

The Department of Psychology offers courses leading to the Doctor of Philosophy in Clinical Psychology.

The Ph.D. program in clinical psychology is unique among clinical doctoral programs in several respects: It emphasizes a clinical-developmental perspective – the view that clinical problems are best understood in the context of knowledge about normal and optimal development over the life span. Conceptualizing clinical and developmental psychology in broad terms, it prepares students to work as creative problem-solvers in a wide range of research, clinical, educational, organizational and public policy settings; and, in the tradition of the scientist-practitioner model, it emphasizes a rigorous understanding of the interrelations between basic and applied research and between qualitative and quantitative methodologies in contributing to theoretical and practical knowledge. The program combines a strong theoretical/research background in a wide range of sub-fields of psychology with preparation to deliver high-quality psychological services to children, adolescents and adults. Training emphasizes students' abilities to think critically about knowledge, to conduct original research, and to design and carry out effective interventions at individual, family, community and societal levels.

Accreditation

The program in Clinical Psychology is fully accredited by the American Psychological Association (APA). Further, the program has been designed to comply with all regulations of the Massachusetts Board of Registration of Psychologists so that, with completion of an additional one-year, full-time post-doctoral fellowship (or its equivalent in clinical experiences), students may sit for the state licensing examination in clinical psychology. For further information concerning accreditation, please visit the APA's web site at <http://www.apa.org/ed/accred.html> or contact the APA Office of Program Consultation and Accreditation, 750 First Street, NE, Washington, DC 20002-4242.

This program meets the Association of State and Provincial Psychology Boards/National Register of Health Service Providers in Psychology "Guidelines for Defining 'Doctoral Degree in Psychology.'" Therefore, graduates of this designated program who decide to apply for licensing as a psychologist typically will meet the educational requirements for licensing. However, in each jurisdiction there are/may be additional requirements that must be satisfied. For exact information, please contact the state or provincial licensing board in the jurisdiction in which you plan to apply.

Once licensed, graduates are eligible to apply for credentialing as a Health Service Provider in Psychology. Graduation from a designated program ensures that the program you completed meets the educational requirements for listing in the National Register. However, there are additional requirements that must be satisfied prior to being listed in the National Register of Health Service Providers in Psychology®. For further information, consult the National Register's web site: <http://www.nationalregister.com>.

General Requirements

The Program in Clinical Psychology consists of a minimum five years of full-time activity. The requirements are as follows:

1. *Completion of 72 academic credits* (24 courses) within the first three years of the program. A full-time course load is 12 credit hours per term. Please note that all courses must be completed with at least a grade of B– or better. Any grade less than a B– must be offset by an appropriate honor grade in order to maintain graduate degree candidacy. Continuance of degree candidacy status requires that a maximum of six semester credits less than B– be offset in this manner. Should a student earn a third C grade (or lower), his or her continuance in the program is contingent upon the review of the Committee on Standards and Ethics with a recommendation from the Director of Clinical Training. The Department reserves the right to require the withdrawal of a student from the program if, in its estimation, the probability of his or her success is doubtful. Such factors as academic performance, interest, effort, and suitability for the field enter into the judgment. A course schedule and course descriptions are provided below.
2. *Completion of practicum experiences.* One of the core components of the Clinical Psychology Program is systematic training in the application of basic knowledge to the solution of human problems. Such training is received through the required practica,

which students must successfully complete during the first four years of the program. Specific practicum sites have been established for the first four semesters of the practicum experience. Students may tailor their practicum experience to their interests during the last two optional semesters of the practicum sequence.

3. *Completion of teaching assistantships.* Another core component of the program is systematic training in teaching. Toward this end, students are expected to serve as teaching assistants for an undergraduate psychology course during the first two years. During the third year, students may elect to serve as either teaching assistants, supervisory assistants, or consulting assistants.

4. *A master's thesis.* Students are not admitted into the Clinical Psychology Program for a terminal master's degree. A master's degree is granted, usually after the second year, once the student has completed 48 credits of course work and an approved master's thesis. This thesis provides students with an opportunity to apply the knowledge gained in research and statistics courses under the supervision of one faculty member who serves as the major advisor; on the recommendation of this advisor, students will defend their thesis in a departmental oral examination. Under most circumstances, students are admitted to the program with a B.A. or B.S. degree; under special circumstances, students may be admitted with an M.A., M.S., or C.A.G.S. degree (see Director of Clinical Training).

5. *Background and Significance Paper.* After a student has completed his or her master's thesis, he or she will write a Background and Significance Paper as a preparation for the doctoral dissertation proposal. This paper is conceived of as a comprehensive, interdisciplinary review of the literature relevant to the student's chosen dissertation topic. This paper will be due at the end of the summer of the student's third year.

6. *A comprehensive examination.* This examination, which is to be taken at the conclusion of the third year, is designed to assess the student's knowledge and mastery of broad issues in clinical-developmental psychology and research methods. The examination gives students an opportunity to demonstrate their understanding of the interrelations among the diverse perspectives and areas represented in the program and in the field and to demonstrate the attainment of professional competence for further study at the doctoral level. Students who successfully complete the comprehensive examination are admitted to Ph.D. candidacy.

7. *A doctoral dissertation.* The dissertation is conceptualized as an original empirical project that makes a substantive contribution to the knowledge base of clinical and/or developmental psychology. The dissertation is supervised by a major advisor and a doctoral committee that consists of at least two other faculty members (approved by the department). The committee is responsible for approving the proposal, overseeing data collection and analysis, and reviewing the final written draft. The formal dissertation must be approved by the doctoral committee and a departmental oral defense must also be completed.

8. *An internship.* The internship consists of a one year full-time (or two years half-time) clinical internship in an extramural mental health facility. The internship builds upon prior practicum experiences and is designed to complete the student's preparation for functioning as an independent clinician. In many cases, the internship is begun in the fifth year of study. Students are required to have an accepted dissertation proposal before applying for internship. It is recommended that they complete their dissertation before beginning a full-time internship.

Admission Requirements

Students are admitted to the Clinical Psychology Program to work toward the Ph.D. degree only; the program does not offer a terminal master's degree. Applications are due in the Graduate Admissions Office of the university by January 1 for enrollment the following September. There are no spring semester admissions in this program.

Students wishing to apply for admission must complete the Suffolk University Graduate Admission Application Form. Special attention should be paid to the personal statement, which should include all relevant background experience (in both research and clinical settings), academic interests, and professional goals.

Students must also meet the following requirements: (a) scores on the general aptitude (verbal, quantitative, and analytic or analytical writing) of the Graduate Record Examination (GRE, required); and (b) a minimum of five courses in psychology, preferably including courses in both statistics and research methods (recommended). The program expects to admit twelve to thirteen students each year. On acceptance, each student will be matched with an academic advisor based on his or her clinical and/or research interests. This advisor will follow the student over the course of his or her graduate education, helping to plan course work as well as research clinical opportunities.

Summary of Required Courses

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| PSYCH 716 | Psychopathology and Diagnosis |
| PSYCH 718 | Research Methods and Ethics |
| PSYCH 719 | History & Systems of Psychology & Psychotherapy |
| PSYCH 720 | Theory & Practice I: Clinical-Developmental Psychology |
| PSYCH 721 | Theory & Practice II: Empirically Supported Treatments |
| PSYCH 722 | Univariate Statistics |
| PSYCH 723 | Multivariate Statistics |
| PSYCH 737 | Dialogue and Psychological Inquiry in Psychotherapy: Dialogue Process Laboratory |
| PSYCH 738 | Practicum 1A |
| PSYCH 739 | Practicum 1B |
| PSYCH 740 | Practicum 2A |
| PSYCH 741 | Practicum 2B |
| PSYCH 750 | Psychotherapy: Process and Outcome |
| PSYCH 792 | Introduction to Neuropsychology |

Choose one from the following:

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| PSYCH 717 | Adult Assessment |
| PSYCH 746 | Child Assessment |

Choose one from the following:

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| PSYCH 733 | Racial & Ethnic Bases of Behavior |
| PSYCH 756 | Cross-Cultural Psychology |

Choose one from the following:

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|-----------|--------------------------|
| PSYCH 732 | Social Bases of Behavior |
| PSYCH 757 | Gender Issues |
| PSYCH 768 | Family Processes |

Choose one from the following:

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| PSYCH 731 | Cognitive-Affective Bases of Behavior |
| PSYCH 765 | Cognitive Development |

Six elective courses must also be taken.

One elective or basis requirement must be a developmental course.

Full-time students must complete 72 credits by the end of the third year of study.

PSYCH 772: Teaching of Psychology is a prerequisite to teaching as an adjunct in the department.

Psychology Graduate Course Descriptions

Clinical Psychology (Ph.D.)

PSYCH 714/EHS 714 – Psychology of Vocational Development

A survey of the various theories of vocational choice and development, and strategies for the implementation of vocational counseling in the school, agency, or business/industrial setting. Historical and current concepts of work and leisure are also investigated, as well as vocational concerns of women and minorities.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 716 – Psychopathology and Diagnosis

This course will study the nature of mental disorders, psychogenesis, role of anxiety, and clinical assessment using the DSM-IV. A survey of a range of abnormal behavior patterns from the anxiety disorders to psychoses with an emphasis on undertaking key symptoms will be explored. Development of various disorders will be considered from diverse theoretical perspectives and illustrated with case material.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 717 – Adult Assessment

The topic of this course is adult clinical assessment within the context of the current Diagnostic and Statistical Manual (APA). A major focus of the course is on principles and theories of psychological diagnosis. The methods covered in the course include intelligence testing, objective personality assessment methods, and projective personality/emotional assessment methods. Professional presentation of psychological test results, report writing and case presentation, will also be covered. Emphasis will also be placed on integration of interview and historical data with the results of objective/projective psychological test results.

PSYCH 718 – Research Methods and Ethics

This course is an introduction to research methods, design issues, and research ethics. Topics covered include advantages of longitudinal versus cross-sectional methods and within versus across subjects designs, measurement issues, means of avoiding collection and analysis errors, and basic elements of APA style. Ethical issues in the conduct of research are emphasized.

PSYCH 719 – History and Systems of Psychology and Psychotherapy

This course examines, from a historical perspective, the evolution of the field of psychology from its beginnings to its present perspectives. Focus will emphasize first on the systems of psychology which have evolved basically in the 20th century, including: structuralism, functionalism, psychoanalysis, Gestaltism, behaviorism, cognitivism, humanism, and existentialism. Then, where appropriate, the systems will be studied in relation to approaches to psychotherapy which have emerged from them. Treatment goals and basic techniques will be explored from a systems point of view.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 720 – Theory and Practice I: Clinical-Developmental Psychology

This course will introduce graduate students to the field of clinical-developmental psychology. Developmental theories will be explored as they relate to theory, method, and practice and include how ethics and diversity impact this field and their work. Also covered will be the tension that exists as psychologists attempt to balance developmental models with clinical experience. Students will learn how to perform clinical intakes and interviews, to present a case in both an oral and written format, as well as how to conduct groups. The laboratory portion of this course will include an experiential group process.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 721 – Theory and Practice II: Empirically Supported Treatments

This course will study widely selected theories and therapies representative of the field of clinical psychology. Theories/therapies will include: psychoanalytic, cognitive-behavioral, dialectical behavioral therapy, rational emotive therapy, person-centered, existential, narrative, family/systems therapy, and child therapy.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 722 – Univariate Statistics

This course will continue the discussion of research design and univariate statistics begun in Design & Analysis I. Students will perform and learn basic information about t tests, ANOVA, correlation, regression, Chi Square, and power analysis. Students will also be required to demonstrate proficiency in computer usage.

Prerequisite: PSYCH 718.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 723 – Multivariate Statistics

This course is the third in the Design & Analysis series. This course will focus more on multivariate statistics and the interaction of research design and statistical analysis. The four types of analyses given primary attention are MANOVA, multiple regression, principle components analysis/factor analysis, and logistic regression. Issues involving experimental and statistical control, multicollinearity, specification error, and nesting will be covered. Students are required to learn basic principles of multivariate analysis, read journal articles using multivariate techniques, analyze data using each main type of analysis covered in the course, and write results and tables using APA style.

Prerequisite: PSYCH 722.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 724 – Group Dynamics

This course is designed to enrich students' sensitivity to and appreciation of the courses and processes involved in group dynamics and the issues at stake whenever human beings gather, work, or play. The course will expose students to empirical, theoretical, and practical perspectives on the structure and function of groups. This course will be taught as a laboratory in which interaction among class participants will be the central focus. In addition, they will examine the developmental dynamics of the group over time. Implications for working with groups in both organizational and clinical settings will also be explored.

1 term – 3 semester hours.

Normally offered every year.

PSYCH 726/EHS 726 – Family Therapy

Selected modes of family therapy will be explored. Special emphasis will be placed on assessment and the acquisition of treatment strategies proven to be effective for counselors in helping families cope with development stresses.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 727/EHS 727 – Substance Abuse

A study of the origin, contributing factors, and implications of drug and alcohol abuse. Various stages and manifestations of abuse/dependence will be considered and current treatment modalities will be explored.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 730 – Biological Bases of Behavior and Experience

This seminar will expose students to the biological bases of behavior and experience through examination of such areas as nerve cells and impulses, hierarchical function in the nervous system, brain structure and function, biological bases of motivation; and biological bases of social behavior. Relevant research from the contemporary subfields of neuropsychology, ethology, and/or developmental psychobiology may also be presented.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 731 – Cognitive-Affective Bases of Behavior and Experience

This seminar will introduce students to the cognitive-affective bases of behavior and experience through examination of such topics as: relations among sensation, perception, and cognition; relations between thought and language; relations between cognition and affect; and relations among language, emotions, thought, and culture. Implications for the field of clinical psychology are also discussed.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 732 – Social Bases of Behavior and Experience

This seminar will introduce students to the social bases of behavior and experience through examination of some traditional topics from the field of social psychology. These include: social cognition; self-knowledge; self-presentation; attitude formation and change; attraction and close relationships; altruism; aggression; prejudice and stereotypes; and group dynamics. In addition, the course may include discussion of cross-cultural approaches to healing and the relationship between culture and mental health.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 733 – Racial and Ethnic Bases of Behavior

Examines the history of all forms of racism and ethnocentrism in American society including the historical amplifications of natural human tendencies into the political polarization of Blacks versus Whites. The racial troubles of today will be viewed in the context of the prevalence of mental disorders, and the common forms these disorders take according to the minority or non-minority racial status of individuals in American society. Philosophical, social-behavioral, and clinical aspects of racial issues will be covered as required by invited faculty from various related fields.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 734/EHS 734 – Seminar in Counseling Psychology

The study of selected advanced topics in counseling and human relations with the emphasis on problem identification, intervention and remediation.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 735/EHS 735 – Group Counseling

A study of the practical and theoretical aspects of counseling small groups. There will be provision for a laboratory experience in which students participate in a group and study the dynamics of behavior as this group develops.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 737 – Psychotherapeutic Inquiry: Epistemological Assumptions, Process Analysis, Interpersonal Skills

Laboratory inquiry into the nature of effective dialogue in therapeutic contexts. The course will involve self-examination and interpersonal skill building through role playing, video and audio taping.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 738 – Practicum IA

This practicum is designed to provide students with supervised clinical training experiences in an outpatient assigned field setting, including the opportunity to apply a range of assessment and intervention techniques. Students will spend 8 hours per week in field work and participate in a weekly group seminar that complements the clinical experience.

Prerequisites: PSYCH 713 and PSYCH 737.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 739 – Practicum IB

Continuation of *Practicum IA*

Prerequisite: PSYCH 738.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 740 – Practicum IIA

This practicum is designed to provide students with supervised clinical training experiences in an assigned adult inpatient field setting including the opportunity to apply a range of assessment and intervention techniques. Students will spend 16 hours per week in field work and participate in a weekly group seminar that complements the clinical experience.

Prerequisite: PSYCH 739.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 741 – Practicum IIB

Continuation of *Practicum IIA*

Prerequisite: PSYCH 740.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 743 – Personality Development

This seminar examines current theory and research on the development of individual differences in personality. Measurement issues in personality are examined for each of the major theoretical approaches (Dispositional, Biological, Psychoanalytic, Cognitive, Behavioral, and Humanistic). Topics will include: research on individual differences in traits and motives; the development of defenses, coping styles, and the self-concept; and ego development across the lifespan.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 744 – Practicum IIIA

Application of skills in a self-selected approved field setting (school, clinic, hospital, agency, industry). Students will spend 16 hours a week in field work and participate in a weekly group seminar.

Prerequisite: PSYCH 741.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 745 – Practicum IIIB

Continuation of *Practicum IIIA*.

Prerequisite: PSYCH 744.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 746 – Child Assessment

Reviews principles and techniques of a standard psychological battery for children, including cognitive screening, intelligence, personality, and projective tests. May also include an introduction to specialized cognitive, educational, and vocational testing.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 747 – Advanced Psychological Testing, Neuropsychological Assessment

Reviews principles and techniques of a standard neuropsychological test battery for adults.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 748 – Developmental Psychopathology

This course is designed to introduce you to the field across the lifespan. Prior knowledge of clinical psychology and developmental psychology is assumed, and will not be covered in the context of this course. This course will review research on different problem domains and their continuity/discontinuity across development. The course will highlight the challenges inherent in clinical psychology, and how the field can be better understood from a developmental psychopathology perspective.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 749 – Advanced Topics in Developmental Psychology

This seminar will focus on historical issues and current research in specific areas of psychological development including the cognitive, affective, and social arenas. To some extent, specific seminar topics will be determined on the basis of student interest.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 750 – Psychotherapy: Process and Outcome

Considers theoretical and empirical work on contemporary process and outcome approaches to the problem of the efficacy of psychotherapy. Also includes discussion of the historical roots of this area (e.g., Eysenck, Frank).

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 751 – Psychopharmacology Across the Life Span

This course will present students with an introduction to the field of psychopharmacology. Topics covered will include: the art of prescribing medication; the psychopharmacology of anxiety and psychotic mental disorders (including pediatric and geriatric psychopharmacology); pharmacotherapy and psychotherapy; and biopsychosocial factors in drug abuse and addiction.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 752 – Independent Studies in Clinical Psychology or Human Development

This course will consist of the intensive study of one aspect of clinical psychology and/or human development in consultation with a faculty coordinator.

1 term – 3 semester hours.

Normally offered every semester.

PSYCH 753 – Child Neuropsychological Assessment

Reviews principles and techniques of a standard neuropsychological test battery for children.

1 term – 3 semester hours.

Normally offered yearly.

PSYCH 754/PS 754 – Brief Psychotherapy

This course examines trends and issues in the practice of brief psychotherapy. Changes in the sociohistorical context that have necessitated the practice of brief psychotherapy will also be discussed.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 755/EHS 755 – Counseling and Human Relations Workshop

Off-campus institutes related to current issues in the human services.

1-3 semester hours.

Normally offered spring semester.

PSYCH 756 – Cross-Cultural Psychology

This course will examine the role of culture in the development of human behavior. It will begin with an overview of human behavior and psychological processes with specific emphasis on development issues, family dynamics, and value structures of different racial and ethnic groups in America, including African-American, Hispanic, Asian, Native American, migrant, and international groups. This course provides both theoretical and empirical frameworks to explain both the psychological adjustment and mental health issues of these groups.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 757 – Gender Issues

This seminar examines both social constructionist and essentialist models of gender, emphasizing current empirical research in social psychology and the psychology of gender. Current theoretical models and research exploring social and cultural influences on gender role socialization are discussed. The importance of gender vs. gender role is examined in terms of understanding similarities and differences in men's and women's self-esteem and definition of the self-concept; relational style and relational satisfaction; body-image and likelihood for eating disorders; rates of depression and depressive coping styles; prevalence of anxiety disorders; and gender-related styles of violence and victimization.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 758/EHS 730 – Personality Disorders: Diagnosis and Treatment

A theoretical exploration of the nature of personality, a review of the DSM-IV criteria for diagnosing personality disorders and an examination of current treatment approaches.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 760 – Infant/Child Development

This course will examine the theoretical and empirical research of prenatal, infant, and child biological, psychological and social development. Encourages formulation of research questions and advocacy positions. Implications for teaching, research, and therapy will be discussed. Cognitive, linguistic, social, emotional, and moral development will all be examined with an emphasis on the development of the normal child. Students will be involved in the selection of readings from primary sources and are expected to participate actively in the discussion of assigned readings.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 762 – Adolescent Development

This course will examine the theoretical and empirical research of adolescent biological, psychological, and social development. Understood as socially constructed relations between generations, adolescence raises issues of health, education, care empowerment and employment in the contexts of race, ethnicity, gender, sexual orientation, and social class. Encourages formulation of research questions and advocacy positions. Implications for teaching, research, and therapy will be discussed.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 763 – Adult Development and Aging

This course will examine the biological, psychological, and socio-cultural aspects development in the span of life from young adulthood through late adulthood. Contemporary theories and empirical research on old age, death and bereavement issues across cultures will also be reviewed. Students will evaluate the current health care resources available for older adults and the challenges of caregiving as experienced by family members, community workers, and professionals today. Implications for teaching, research and therapy will be discussed.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 765 – Cognitive Development

This course will focus on the development of a variety of cognitive skills: attention, memory, language, problem solving, conceptual development, etc. The cognitive achievements of childhood and adolescence, underlying mechanisms driving cognitive development and major development theories will be examined. A secondary focus will be placed on exploring the implications of cognitive development for clinical practice with children.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 767 – Narrative Development

This course will study the field of narrative theory and practice. Narrative is defined here as the stories and discourses that people use to make meaning in their lives. Examinations of theoretical principles, empirical research, and philosophies will be explored. Readings will include: Vygotsky, Bruner, White, Spence, Wertsch, McAdams, and Engels. Students will examine the clinical implications of narrative theory/therapy within a culturally and linguistically diverse society.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 768 – Family Processes

This course will explore various developmental and sociocultural influences that help shape both functional and dysfunctional families. Various theoretical models of family process along with their related family therapy approaches will also be explored. Student discussion and presentation will be emphasized.

1 term – 3 semester hours.

Normally offered alternate years.

PSYCH 770 – Health Psychology

Explores the mind-body connection and examines such topics as Type A personality, stress reduction, hypnosis/imagery/biofeedback, sexual disorders and dysfunctions; eating disorders, and chronic pain.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 771 – Psychology and Law

Examines current topics relevant to the interface of clinical psychology and the law. Topics include the typology and politics of mental health, workplace discrimination, the scope of parental authority and child custody, due process and juvenile justice, and forensic applications of psychological testing.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 772 – Teaching of Psychology

Providing support for the teaching fellow role, this seminar examines current theory and research on effective teaching of psychology. The course surveys a variety of teaching techniques, tools, and methods for leading discussions, lecturing assessment, and grading. Additional topics include: learning styles in the classroom, student diversity, development of critical thinking, and ethics in college teaching.

1 term – 3 semester hours.

Normally offered every year.

PSYCH 773 – Long-Term Psychotherapy

Examines the principles and practice of long-term psychotherapy. Topics include the therapeutic alliance, transference, underlying process and outcome, and termination, drawing on work from the subfields of psychoanalysis, psychodiagnosis, and developmental psychology.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 774 – Child Therapy

Examines the principles and practice of psychotherapy with children. Attempts are made to delineate the similarities and differences between child and adult approaches as well as to expose the student to the various theoretical perspectives on child therapy with an emphasis on one orientation.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 775 – Advanced Personality Assessment: Rorschach & Exner Scoring System

Examines in-depth the administration and scoring of the Rorschach using the Exner Comprehensive System. In addition, students will be taught the research and clinical basis for the Exner Comprehensive System. Interpretation of results within the context of case examples will also be explored.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 776 – Forensic Psychology

This course will examine the interface between psychological and legal systems. Topics covered will include confidentiality and duty to warn, civil commitment, competencies, assessment and prediction, admissibility, family violence, juvenile delinquency, and ethics. Implications for clinicians will be discussed.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 790 – Child Neuropsychology I

In this course, we examine major disorders of cognitive development in children. The disorders are characterized in terms of their distinctive profiles of neuropsychological deficits and brain abnormalities. Topics to be covered include: genetic, metabolic, and toxic disorders, as well as underlying entities such as dyslexia, attention deficit hyperactivity disorder, nonverbal learning ability, and autistic spectrum disorder. The course is taught by esteemed professionals who are actively engaged in clinical practice and/or research. Held at the Boston University School of Medicine.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 791 – Child Neuropsychology II

This course is a continuation of PSYCH 790. Held at the Boston University School of Medicine.

Prerequisite: PSYCH 790.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 792 – Introduction to Neuropsychology

Basic introduction to the specialty of neuropsychology. The scope of neuropsychology, the difference between neuropsychology and related disciplines and subspecialties, different historical and theoretical approaches to neuropsychology, as well as credentialing requirements for the practice of neuropsychology. Introduction to research techniques used to investigate brain-behavior relationships, ethical issues, and the role of the neuropsychologist in clinical and rehabilitation settings. By the end of the course students will demonstrate a basic knowledge of the nervous system, the role of neurotransmitters, brain structures and associated functions, an understanding of how different instruments are used to assess those functions, and how neuropsychological interventions are formulated and implemented.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 793 – Adult Neuropsychological Syndromes

This course is designed to provide an introduction to adult neuropsychological syndromes in terms of their prevalence, etiology, hypothesized mechanisms, and neuropsychological manifestations.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 794 – Developmental Neuropsychology

Study of the neural mechanisms underlying behavioral development. Topics include the plasticity of the developing brain in response to deprivation or damage and mechanisms underlying specific syndromes (e.g., aphasia, dyslexia, learning disabilities, hyperactivity, autism, and Tourette's syndrome). Held at the Boston University School of Medicine.

Prerequisite: permission of instructor.

1 term – 3 semester hours.

Normally offered every year.

PSYCH 795 – Human Neuropsychology I

Researchers from the Boston Veterans Administration Hospital lecture on various topics including: neuropsychological assessment; plasticity in development; aphasia; apraxia; attention deficit disorder; aging; memory; dementia; bilingualism; epilepsy; and pain. Held at the Boston Veterans Administration Hospital in Jamaica Plain.

1 term – 3 semester hours.

Normally offered fall semester.

PSYCH 796 – Human Neuropsychology II

Continuation of PSYCH 795 at the Boston Veterans Administration Hospital in Jamaica Plain.

1 term – 3 semester hours.

Normally offered spring semester.

PSYCH 797 – Functional Neuroanatomy

This course will provide students with a comprehensive overview of functional neuroanatomy, as well as an introduction to neuropathology, neuroepidemiology, and the neurobehavioral consequences of congenital and acquired neurological diseases/disorders. Teaching strategies will include lectures, human brain lab, directed readings, and neurosciences software programs. Held at Boston University School of Medicine.

1 term – 3 semester hours.

Normally offered every 2-3 years.

PSYCH 798 – Developmental Neuropsychology II

Central neurone processes underlying emotions, learning, and consciousness in humans and animals. Theory, methods, and experimental findings; laboratory demonstrations. Effect of brain pathology in human subjects.

Prerequisite: PSYCH 794.

1 term – 3 semester hours.

Normally offered every year.

PSYCH 799 – Forensic Practice in Behavioral Neuroscience

This course will be taught by both neuroscience and legal professionals and will provide students with an introduction to the emerging role in the courtroom and judicial proceedings of research and clinical findings from the behavioral neurosciences.

1 term – 3 semester hours.

Normally offered every 2-3 years.



Suffolk University

Sawyer School of Management
Undergraduate Programs
Graduate Programs

SAWYER SCHOOL OF MANAGEMENT

History

Founded in 1906, Suffolk University's original mission was to provide individuals access to a high-quality legal education regardless of socio-economic status or ethnicity. Suffolk University now offers graduate and undergraduate degrees, and professional certificates to over 7,000 students in its Law School, Sawyer School of Management, and College of Arts and Sciences. Its main campus is located in the heart of Boston's financial and government districts. Off-site locations include Franklin, North Andover, and West Barnstable, Massachusetts; Senegal and Spain. Its student population represents in excess of one hundred countries and all 50 U.S. states. Suffolk's alumni population totals over 44,000 worldwide.

The Sawyer School of Management, founded in 1937, has added yet another layer of accolades to Suffolk University. In 1995, the family of Frank Sawyer made a substantial donation to the School and the Sawyer School of Management was formally dedicated.

The Sawyer School's graduate programs prepare individuals for careers across the corporate and not-for-profit sectors. Graduate degree programs include the MBA, Global MBA, Master of Public Administration and specialized master's degrees in accounting, finance, health administration, and taxation. The Suffolk MBA is offered in four flexible MBA formats. Students can enroll in full-time or part-time MBA programs in traditional classroom settings at Suffolk's campuses in Boston, Franklin, North Andover, or West Barnstable, Massachusetts. Students may also choose an Executive MBA format that meets Saturdays only or an online format that meets in cyberspace.

The Bachelor of Science in Business Administration (BSBA) degree is offered in a full-time or part-time format. Students may select from nine majors in accounting, information systems, entrepreneurship, finance, international business, interdisciplinary studies, management, marketing and public administration. Students can enroll in the BSBA program in Boston (all majors offered); West Barnstable in partnership with Cape Cod Community College (majors in Accounting, Information Systems, Interdisciplinary Business Studies, and Public Administration); and in Franklin on the campus of Dean College (Interdisciplinary Business major offered). A certificate program is also offered in West Barnstable. The Sawyer School also offers the following joint degrees: BSBA/MBA, BSBA/JD, BSBA/MS in Accounting and BSBA/MS in Taxation.

The BSBA degree is also offered at Suffolk's Campus in Dakar, Senegal. Students can complete the degree entirely in Senegal or transfer to Suffolk's Boston campus for the last two years of their degree. Undergraduate students are offered the opportunity to take courses at Suffolk's Campus in Madrid, Spain. Information about Suffolk's Senegal and Madrid Campuses can be found in the International Programs section at the front of this catalog.

Mission

The Sawyer School of Management is dedicated to the advancement of global, accessible, life-long learning. We provide opportunity and exceptional value and service in a customer-intimate environment, while maintaining high academic standards and quality in our programs, teaching, and research. We are fully committed to our core values, and to continuous monitoring and improvement of our core competencies and products.

The Sawyer School emphasizes strives to link theory and practice for students working in private and public sectors. Over 2100 students from across the globe are enrolled in the School. Graduate and undergraduate students benefit from a diverse faculty with powerful links to all levels of business and government – a faculty who are committed to excellence in teaching and research. Ninety percent of the school's full-time faculty hold doctoral degrees and over 80 community and business leaders serve as adjunct faculty members. The School's eight Advisory Councils reinforce its ties to the public and private sectors.

The Sawyer School remains committed to ensuring professional opportunities for its graduates by strengthening its capacity for teaching and research. Each student is exposed to contemporary management practices through a continually refined and updated curriculum. The Sawyer School of Management welcomes corporate and government partners in all its endeavors.

Accreditation

The Sawyer School is the only school of management in New England accredited by both AACSB International – The Association to Advance Collegiate Schools of Business and by The New England Association of Schools of Public Administration (NASPAA). The Sawyer School is also the only school of management in Boston that is accredited by AACSB International for its Accounting and Taxation programs. The Sawyer School offers the only AACSB International accredited MST program in Massachusetts.

Sawyer School Institutes

The Sawyer Incubator

The Sawyer Incubator (TSI) provides office space and new venture support for Suffolk alumni, students, and faculty who are thinking of starting their own businesses. The Incubator is located on the 12th floor of the Sawyer Building. The telephone number for the Sawyer Incubator is (617) 573-8377.

The E.F. McDonnell International Business Institute

The E.F. McDonnell International Business Institute is housed within Suffolk University's Sawyer School of Management. The Institute sponsors an annual International Business Lecture Series and international business education for students and faculty of the Sawyer School of Management.

The Suffolk Advantage

The Sawyer School of Management at Suffolk University instills the leadership and management skills demanded in today's dynamic business arena. The School is fully committed to its core values which emphasize life-long learning and a global perspective.

The Suffolk Advantage offers:

- **A Distinguished Faculty** – bring cutting-edge business practice and theory to the classroom. Students learn management theory and skills from accessible, full-time professors with ongoing connections to the worlds of business, finance, e-commerce, politics, and public service.
- **Small Classes in a Supportive Environment** – where participation and lively discussion is encouraged. With a student-faculty ratio of approximately 14 to 1 and an average class size of 22 students, each student receives personal attention. Probing questions help our students develop the capacity for critical thought, and our faculty recognize that a good question is often as important as a correct answer.
- **Guest Speakers** – bring the real world directly into the classroom. To reinforce our faculty's interest in your success, guest speakers from business, government, and non-profit organizations are invited to apply their working knowledge to business concepts.
- **Technological Emphasis** – takes advantage of the exciting technological resources available in today's high-tech world. State-of-the-art classrooms with video-conferencing and distance learning capabilities, as well as internet connections and instruction, provide a valuable forum for research, case discussions, and group work.
- **Career Opportunities/Employment** – through a faculty with excellent academic training and professional experience. At the Sawyer School, student learning is grounded in the realities of the business world. Close ties with senior managers in both the public and private sector provide internship and co-op experiences for students. Students apply classroom knowledge in a professional environment, often leading to permanent positions.
- **The Global Neighborhood** – the University takes pride in fostering a diverse, multicultural organization. The international perspective of its varied faculty/student population has encouraged the development of an expansive, broadly based curriculum. Campus locations across the globe, and study-abroad programs reinforce the Sawyer School's commitment to creating worldwide learning opportunities.
- **Location** – in the heart of Boston's government, commercial, and cultural district. The unique teaching resources of the industrial, medical, telecommunications, financial, and computer industries are all at hand.
- **Off-Campus Locations** – on Cape Cod, in North Andover and Franklin, Massachusetts, as well as in Dakar, Senegal and Madrid, Spain. Flexible scheduling increases accessibility and convenience for students.
- **Shared Learning Experiences** – The Sawyer School actively builds community among its diverse constituents by creating shared learning experiences for students, faculty, and alumni.

UNDERGRADUATE PROGRAMS

Information for New Students

The Sawyer School is committed to maintaining a culture of achievement for all students. In keeping with its core values, the School strives to offer responsive and flexible administrative systems and support services. Resources for new students are designed to reinforce this commitment and ensure a successful transition to college life.

The first year curriculum for Sawyer School students exposes students to diverse viewpoints and to the environmental changes impacting business today. Foundation knowledge in business requires that students are well-grounded in general education courses such as English, Communications, and Mathematics, as well as interdisciplinary business courses (Business Organization and Leadership, Computer Literacy) that are prerequisites for further management studies. Students with special areas of interest are encouraged to include corresponding liberal arts electives in their first year of study.

Academic Success Advising

The Dean's Office coordinates and shares student advising: students receive basic information during orientation and the first registration at Suffolk, and then are assigned faculty advisors in their major field of study. While students are expected to see their faculty advisors, the Dean's Office staff provides daily advising services.

Sawyer School Achievement Advisors Program

Selected Sawyer School faculty become Achievement Advisors and mentor students in areas of college and academic success. Achievement Advisors mentor students who may need direction with college transition, academic planning, and/or selecting an appropriate major and program of study. They work to build a sense of community and a culture of achievement between students and faculty. This group of faculty advise new students during Orientation, and assist students with course changes during registration periods.

University Achievement Program (UAP)

This program is available to eligible new freshmen and transfer students. The UAP provides an interactive learning experience to help students develop skills and strategies for college success. Some of the features of this program include:

- participation in a Jumpstart Workshop
- weekly College and Career Success Seminars
- advisory meetings with an Education Consultant
- support network and guided action plan for success

For further information on Sawyer School Advising Programs, please contact Ms. Lauren Mahoney, Director, Undergraduate Programs, Sawyer School of Management, Dean's Office, Sawyer Building 8th floor, (617) 573-8307.

Academic Progress

Sawyer School students are expected to make steady progress toward completing program requirements. Naturally, concerns and issues arise during the year, and students are often reluctant to ask for assistance. As a matter of course, the Sawyer School Dean's Office provides a number of services to monitor students' academic progress to ensure that students are meeting program goals.

Attendance

Students are expected to attend classes regularly. Missing substantial class meetings can often result in academic difficulty. Faculty will take attendance each week, and in the third week of the semester are required to report on student attendance in their classes. Attendance in class, accompanied by an ongoing dialogue between student and professor, is essential to college success.

Academic Achievement

Eligible students may participate in the Sawyer School's Honors Programs and Activities. Many of these programs and activities are recognized through regional chapters of professional organizations. Students who demonstrate high academic achievement are invited to participate in the many activities, including social and networking events, during their academic career. A strong alumni network provides a sense of community beyond the academic experience.

The Sawyer School Honors Programs

Responsibility for the Sawyer School Honors Program and Activities rests with Myra Lerman, Assistant Dean, Undergraduate Programs for the Sawyer School of Management. Faculty advisors or Faculty Committees are responsible for individual honors activities as noted and may also be contacted for more information.

College success is measured in many ways. A meaningful experience for many students includes student involvement in activities that combine intellectual growth and advancement with social activities, networking and career opportunities. Membership in the School's honors programs is an excellent way to become part of a community of students, faculty and administrators who challenge you to explore new areas, network with your peers and executives, develop new friendships, and become leaders in your respective fields.

Scholarship Programs/Organizations

Sawyer Ambassadors
National Association of Black Accountants (NABA)
Beta Alpha Psi

Competitions

American Advertising Federation –
Advertising Competition
B-School Beanpot Case Analysis Competition
NABA Case Analysis Competition

Academic Achievement/Honors

Highest Class Honors
Dean's Honors List for Full-Time and
Part-Time Students
Graduation Honors

Honor Societies

Beta Gamma Sigma National Honor Society
Financial Management Association National
Honor Society
Alpha Mu Alpha (American Marketing Association)
Delta Alpha Pi Society (Outstanding Juniors
and Seniors)
Who's Who in American Colleges and
Universities

John Griffin Honor Society

The John Griffin Honor Society is the flagship honors program at the Sawyer School of Management. Fall 2003 marks the 11th anniversary of the Griffin Honor Society. It is designed to provide a supportive and encouraging environment for students of intellectual curiosity and academic distinction – those who ask the extra question or are challenged by the difficult problem.

This distinctive program enriches students' understanding of business in a global environment. Griffin Scholars benefit from many exceptional opportunities to work closely with peers, with faculty and with members of the business and government communities. Benefits include:

- an academically challenging curriculum
- development of exceptional leadership skills
- faculty mentoring and guidance
- active and collaborative learning
- enriching educational and social experiences
- supportive college environment
- strong alumni connections
- recognition, and graduation with Honors

Eligibility Each year, the Sawyer School offers Griffin Fellowships to twenty-five of the most motivated and academically promising full-time students in the freshman and transfer classes.

Griffin Scholars must maintain a cumulative grade point average of 3.3. To graduate as a Griffin Scholar, a student must have completed three honors courses, three Challenge courses plus MGT H429, Honors in Strategic Management.

Special Benefits and Privileges Griffin Scholars participate in honors seminars and courses which shape the learning experience to their own needs and interests. They plan and participate in unique academic and social events designed to promote leadership, offer intellectual stimulation and opportunities to network. Griffin Scholars have a strong and prestigious alumni network. Scholars may petition to accelerate their studies, and graduate in less than four years.

Each Griffin Scholar receives a merit scholarship of \$500 per year. By accepting the stipend, students agree to complete all program requirements. Griffin Scholars are recognized at Commencement, and the honors program and courses are designated on their official transcripts.

Sawyer School of Management

Academic Opportunities The foundation of the Griffin Honor Society is a series of tuition-free Challenge courses on leadership and state-of-the-art management topics. Honors sections of required courses are offered each semester. Interactive Challenge courses have included:

- Leading for Team Effectiveness
- Web-Based Business Models
- Conflict and Negotiation
- Law and Culture in International Business
- Media Ethics

Oversight Responsibility for the Griffin Honor Society rests with Myra Lerman, Assistant Dean, Undergraduate Programs, in collaboration with the Griffin Oversight Committee: Professors Pierre Du Jardin, Jafar Mana, Catherine McCabe, Gail Sergenian, student and alumni representatives.

Sawyer Ambassadors

Each year, ten talented full-time students are selected to be Sawyer Ambassadors. They each receive a \$4,000 scholarship that includes 10 hours per week of work study. The Sawyer Ambassadors comprise the Executive Board of the Griffin Honor Society and are a dynamic resource for undergraduate students. They build community and identify and address unmet student needs, creating new programs and activities to support a wide range of student activities.

National Association of Black Accountants (NABA)

The Sawyer School is one of the original Educational Institution Partners of NABA's Boston Chapter. Sawyer School representation has been strong in this organization, which was founded in 1972 by a group of black accounting professionals from the area who began meeting to provide support and social/networking opportunities in the profession. The Chapter and its membership have steadily grown, with increased diversity in its corporate supporters and number of quality programs implemented over the past ten years. The organization, and accounting as a profession, have received increased recognition over the years. The Chapter continues to implement programs that are geared to assist minority students and professionals to pursue careers in accounting, maximize their career potential, perform civic duties and promote NABA.

Sawyer School participation includes providing funding for travel for chapter members attending Regional Career Conferences. In 1998 NABA-Boston Chapter formally established a College and University Partnership, with Suffolk University as one of the original members. Sawyer School students are well represented on the NABA Board, and several have been President, Vice President or Treasurer.

Beta Alpha Psi National Honorary Society

Beta Alpha Psi is a national honor society and professional accounting fraternity which recognizes outstanding academic achievements in the field of accounting, promotes the study and practice of accounting, and provides leadership and social/networking opportunities for members and practicing accountants. The activities of this Chapter strongly emphasize the School's mission and role in developing students who will succeed in the accounting profession.

Active leadership of the Sawyer School Accounting Faculty in Beta Alpha Psi has strengthened students' professional experience and reputation in the community. Student members of Beta Alpha Psi participate in professional meetings, career presentations and field trips to learn real-world, current accounting practices, and to prepare for on-campus recruiting and job interviews.

The School participates in the Volunteer Income Tax Program (VITA), which provides opportunities for students to actively engage in the practice of preparing tax returns. Sawyer students are active in community service, co-sponsoring Red Cross blood drives, and tutoring.

The Suffolk Chapter of Beta Alpha Psi has received national awards (Distinguished Chapter in 1999) and students have participated in National Case Study Competitions since 1998. Ongoing participation by faculty and other interested parties has resulted in increased on-campus recruiting by all five major accounting firms, several large regional and local accounting firms as well as major consulting firms.

Competitions

B-School Beanpot Case Analysis Competition

Boston University's School of Management hosts the B-School Beanpot Case Analysis Competition. This event was developed to provide a competitive arena similar to that of the Hockey Beanpot, but on an academic level. The competition boasts the best business school students in the Boston area.

Each of six schools sends two teams of five students. Cases focus on general management and management strategy, and student teams are well-rounded and/or complement each other with expertise in one of the facets of management. A faculty member from each school serves as advisor to the teams, preparing them for the event and acting as liaison between the BSBO and the schools.

National Association of Black Accountants Case Analysis Competition

NABA Inc. – Boston sponsors a student case analysis competition each Fall. In 2001 and 2002, Suffolk student teams won first place in both undergraduate and graduate divisions.

Academic Honors

Each year the University recognizes students for outstanding scholarship, leadership and service to the Suffolk Community.

Outstanding Leadership Award

This award is presented at Recognition Day to the senior student who has demonstrated outstanding leadership and service to the Sawyer School of Management while maintaining exceptional academic achievement.

Highest Class Honors

In the spring of each year, the Sawyer School presents an Outstanding Student Award to the individuals with the highest cumulative grade point average in their Freshman, Sophomore, Junior and Senior Class. To be eligible for consideration, a student must have accrued the following minimum credit hours while in attendance at Suffolk University. A fifth award is presented to the Senior transfer student with the highest cumulative grade point average who has earned not less than 39

credit hours while in attendance at Suffolk University. A grade of "D," "F," or "I" disqualifies a student, regardless of average.

| <i>Class</i> | <i>Minimum Earned Credit Hours at Suffolk University</i> |
|-----------------|--|
| Freshman | 15 |
| Sophomore | 42 |
| Junior | 70 |
| Senior | 106 |
| Senior/Transfer | 39 |

Dean's Honors List

The Dean's Honors List is composed of students deemed worthy of recognition on the basis of high scholastic achievement. Dean's List honors are awarded on a semester basis and are announced as soon as possible after the close of the semester.

- **Full-Time Dean's Honors List** A student who achieves Dean's List Honors must be in regular attendance during the appropriate semester, and must have completed a minimum of four courses (excluding Pass/Fail courses), as a full-time student with a grade point average of 3.0 or higher for the semester. Students who entered the Sawyer School September 1998 or later must achieve a grade point average of 3.2 or higher to be recognized for Dean's List Honors. A grade of "D," "F," or "I" disqualifies a student for the Dean's List, regardless of average.
- **Part-Time Dean's Honors List** The Sawyer School of Management Dean's Honor List recognizes BSBA students who have achieved high scholastic achievement. In some cases, full-time students will see their name on the Part-Time Dean's List. This may happen if the student is part of a 2+2 program. While we understand that the student is full-time, we are honoring them for the *excellence in the Suffolk courses* they have completed in a given semester. To be considered for the Part-Time Dean's List, a student must be in regular attendance during the appropriate semester, and shall have completed a minimum of two Suffolk courses with an average of 3.0 or better for the semester. Beginning with the September 1999 semester, students must now achieve an average of 3.2 or better to earn Dean's Honor List recognition. A grade of "D," "F," or "I" disqualifies a student for the Dean's List, regardless of average.

Graduation Honors

Each year, at commencement, students are recognized for high academic achievement. The three categories of achievement are:

- **summa cum laude**, for students who have completed at least 60 semester hours at Suffolk University, have a cumulative grade point average between 3.8 and 4.0, and have no grades of "F" or "I."
- **magna cum laude**, for students who have completed at least 60 semester hours at Suffolk University, have a cumulative grade point average between 3.5 and 3.79 and have no grades of "F" or "I."
- **cum laude**, for students who have completed at least 60 semester hours at Suffolk University, have a cumulative grade point average between 3.0 and 3.49 and have no more than one grade of "F" or "I." Effective with students entering the BSBA degree program in September 1998, a student must achieve an overall cumulative grade point average between 3.2 and 3.49 and have no more than one grade of "F" or "I" to be eligible.

Graduation Honors, Transfer Students Each year, at commencement, transfer students with less than 60 semester hours at Suffolk University are recognized for high academic achievement. The three categories of achievement are:

- **Highest Distinction**, for transfer students who have completed 39-59 semester hours of Suffolk University courses, have a cumulative grade point average between 3.8 and 4.0, and have no grades of "F" or "I."
- **High Distinction**, for transfer students who have completed 39-59 semester hours of Suffolk University courses, have a cumulative grade point average between 3.5 and 3.79, and have no grades of "F" or "I."
- **Distinction**, for transfer students who have completed 39-59 semester hours of Suffolk University courses, have a cumulative grade point average between 3.0 and 3.49 and have no more than one grade of "F" or "I" to be eligible.

Honor Societies

Beta Gamma Sigma

This national honor society recognizes business and management undergraduate and graduate students in the top 5 percent of the junior class, upper 10 percent of the senior class, or upper 20 percent of the master's class. Beta Gamma Sigma is the national honor society for business and management, and this recognition is only given to students who attend AACSB International-accredited schools.

The purpose of Beta Gamma Sigma is to encourage and reward scholarship, to promote the advancement of high quality education in business, and to foster integrity in the conduct of business operations.

Financial Management Association National Honor Society

The Financial Management Association rewards scholarship and achievement by undergraduate and graduate students majoring in Finance through its National Honor Society. Undergraduate Finance majors must have earned 61 credit hours and achieved an overall cumulative grade point average of 3.3 or higher, and completed at least three designated finance courses. Selection for this Honor Society is during the first month of the fall and spring semesters each year.

Professional Marketing Association

This association is an essential resource for future professionals that will benefit from marketing knowledge. The PMA is affiliated with *Delta Epsilon Chi*, an international organization for college students. The PMA provides students with an opportunity to interact with marketing students, faculty and professionals. We offer informative events as well as career and networking opportunities. The PMA is open to undergraduate and graduate students of all majors.

Academic Involvement

Sawyer School Clubs and Organizations

The Sawyer School organizes its student activities around the BSBA Association and Departmental Majors. Each major field of study typically has a student club, honor society, or Professional Organization Chapter which is devoted to the advancement of the profession, such as Accounting (Beta Alpha Psi), Marketing (Alpha Mu Alpha). All student activities are designed to complement academic and personal growth by fostering involvement in campus life outside the classroom. Other Sawyer School Clubs are the Information Systems Club, Finance Association, Accounting Club, Professional Marketing Association and SUBCO (Suffolk University Business and Career Organization). Sponsored by the School and University, students have made significant service contributions at Model Assemblies, SOAR Conferences, and Alternative Spring Break. The Griffin Scholars and Sawyer Ambassadors also provide a forum for social, academic and leadership activities in the Sawyer School.

ACADEMIC PROCEDURES AND POLICIES

Academic Advising

Dean's Office, Sawyer School of Management

Among the many advantages of Suffolk University is its relatively small size which allows for optimal teaching and learning and enables students to maintain extensive personal contacts with faculty and administrators. The Dean's Office, Undergraduate Programs, supports the faculty in an active academic advising program and monitors student academic progress. Academic advising is coordinated by Susan Atherton, Sawyer School Associate Dean for Undergraduate Programs. An Assistant Dean and Director are available to students and faculty; ten faculty Achievement Advisors supplement this effort. Advising is recognized by the Sawyer School as a critical factor in the educational and professional development of its students.

Office Location

8th Floor, Sawyer Building

Office Hours

Administrative staff are available to assist students regularly throughout the year, and provide extended office hours for student convenience:

Fall and Spring Semesters

Monday through Thursday 8:45 am – 7:00 pm

Friday 8:45 am – 4:45 pm

Summer Sessions

Monday and Tuesday 8:15 am – 7:00 pm

Wednesday, Thursday and Friday 8:15 am – 4:45 pm

Office hours for Sawyer School Faculty are posted on individual office doors, or by contacting the departments listed below:

| | |
|-------------------------------------|---|
| Accounting | 573 – 8652 |
| Business Law | 573 – 8652 |
| Information Systems | 573 – 8331 |
| Finance | 573 – 8396 (undergraduate) 573 – 8641 (graduate) |
| Management/ Entrepreneurship | 573 – 8336 |
| Marketing/International Business | 573 – 8651 |
| Public Administration | 573 – 8330 |

As a natural extension of classroom teaching, advising is considered an important professional obligation by the faculty. Issues discussed during advising may be of academic, financial, career, social, or any other nature that concerns the student.

Students are responsible for meeting academic goals and requirements and are expected to know the requirements for their degree program. They are urged to take full advantage of the help and information the faculty advisor can offer.

Students should meet with their faculty advisor to discuss academic, personal and professional goals, to review the academic regulations and requirements of the Sawyer School, to plan a specific program of study, and to have registration forms approved and signed. When meeting with an advisor, students should bring a current transcript and their Program of Study form.

The following groups of students need to fill out a **Change of Major form** in the Sawyer School Dean's Office. Students who are:

- transferring from the College of Arts and Sciences (CAS) to the Sawyer School of Management
- transferring from the English as a Second Language (ESL) Program to the Sawyer School of Management
- minoring in General Business Studies (CAS students only)
- transferring from non-degree to degree status (Sawyer School only)

Students, as well as advisors, are responsible for being informed about course, program, degree requirements, and academic regulations.

Pre-Law Advising

The Pre-Law Advising Committee provides students with access to current information concerning preparation for and admission to law school. Throughout the year, faculty in the Business Law Department assist Sawyer School students interested in pre-law advising. The Sawyer School offers a combined Bachelor of Science in Business Administration/Juris Doctor (BSBA/JD) degree to eligible students.

Program of Study

Students are provided with a Program of Study form upon admission to the Sawyer School. This form outlines the BSBA degree requirements, including all transfer credit granted. The Program of Study form differs for each intended major. Therefore, students should carefully follow the degree requirements outlined in their program. Students must petition to make changes to the Program of Study through the Sawyer School Dean's Office.

Declaring a Major

Students admitted as freshmen or sophomores who initially do not declare a major are admitted as open majors. Open majors must declare a major by the end of the second semester of the sophomore year.

Transfer students who have earned 54 credits and attained junior status are expected to declare a major at this time.

In some instances, students may change majors several times during their academic career. Faculty advisors are available in each major field of study to assist students in selecting the major that is right for them.

Change of Major

Students changing their major within the Sawyer School of Management must complete a "Change of Major" form available from the Sawyer School of Management Dean's Office, Sawyer 8th Floor. A faculty advisor in the new major will be assigned.

Internal Transfer

Students admitted to the College of Arts and Sciences who desire to transfer to the Sawyer School, must first apply and be admitted to the School of Management before registering for courses. This policy applies to students in degree and non-degree programs, including ELI and ESL programs. College of Arts and Sciences students who wish to enroll in the General Business Studies Minor also apply to the Sawyer School before registering for any business courses.

Students who are considering a transfer should make an appointment with an advisor in the Sawyer School Dean's Office, Sawyer 8th Floor.

Once admitted, the Sawyer School Dean's Office determines whether direct transfer credit may be granted for courses completed in the College of Arts and Sciences.

ESL: English as a Second Language (ESL) students, or other students in the College of Arts and Sciences (CAS), who complete developmental courses, will receive no credit for courses with the prefix "0" or "00."

Transfer and Validation Guidelines

The School of Management faculty develops transfer and validation policies which are incorporated into Guidelines prepared in cooperation with the Undergraduate Admission Office.

Students requesting transfer credit must complete the process during Admissions, and not later than the second semester of attendance at Suffolk, including summer sessions.

In general, transfer credit may be awarded to students who have:

- attended an accredited institution of collegiate rank;
- taken courses equivalent in content to those offered at Suffolk University; and
- taken courses for which a satisfactory grade has been obtained.

Direct Transfer of Credit

The Sawyer School will accept direct transfer credit for freshman or sophomore courses taken at accredited two-year and four-year colleges that correspond directly to freshman or sophomore courses offered at Suffolk University. Thus, students wishing to transfer to Suffolk University will receive credit for the following core courses:

| | |
|--|---|
| ACCT 201 | Accounting and Decision Making I |
| ACCT 202 | Accounting and Decision Making II |
| SOM 120 | Computer Literacy |
| BLW 214 | Introduction to Contracts and Legal Studies |
| EC 101 | Principles of Economics I (micro) |
| EC 102 | Principles of Economics II (macro) |
| MATH 134 | Calculus for Management and Social Science |
| STATS 250 | Applied Statistics |
| MGT 201 | Management Science |
| ENG 101 | Freshman English I |
| ENG 102 | Freshman English II |
| Science – One year (8 credits) of Natural Science and Labs | |

Two from the following:

| | |
|---------|-----------------------------|
| ENG 213 | English Literature I |
| ENG 214 | English Literature II |
| ENG 215 | American Literature |
| ENG 216 | World Literature in English |

One of the following:

| | |
|---------|--------------------------|
| CJN 177 | Business Communication |
| CJN 103 | Rhetorical Communication |

To satisfy Suffolk University general education or free elective requirements, students may also receive direct transfer for liberal arts courses.

Validation Credit

Selected business courses taken elsewhere at the freshman or sophomore level, but offered by Suffolk University at the junior or senior levels, require validation in order to be eligible for transfer of credit. In order to validate a course, students must have:

- earned a grade of C or better in the course to be validated; and
- successfully completed, with a grade of C or better at Suffolk University, an advanced course in the subject field for which the transfer course is a foundation.

Upon completion of the advanced course, a student must complete a Validation of Transfer Credit Form in the Registrar's Office.

The course(s) which may be validated will be listed on the student's Suffolk University transcript and credit evaluation. If a student has taken a junior/senior level course that is not required at Suffolk University, it cannot be validated.

| <i>Students May Validate</i> | <i>By Successful Completion (minimum grade of C) of:</i> |
|------------------------------|--|
| ACCT 321 | ACCT 322 |
| FIN 310 | FIN 315, FIN 410, or FIN 311 |
| FIN 315 | FIN 413 |
| IBMK 321 | IBMK 421 or IBFN 417 |
| IBMK 421 | IBMK 422 |
| ISOM 310 | ISOM 313 |
| ISOM 313 | ISOM 423 |
| ISOM 423 | ISOM 424 |
| MGT 317 | MGT 313 or MGT 330 |

Questions regarding transfer credit and validation procedures should be referred to the Sawyer School Dean's Office, to the attention of Lauren P. Mahoney, Director, (617) 573-8225.

College Level Examination Placement (CLEP) Policy

New students seeking credit for the College Level Examination Program (CLEP) and for transfer courses need to complete this process within the first two semesters of attendance (including summer sessions).

Students who earn CLEP credits may use these credits toward general education requirements, liberal arts elective courses and free electives in the BSBA degree program. In addition, Sawyer School students who major in International Business Studies may use CLEP language exams to satisfy the foreign language requirement, but course credits will not be awarded. Passing CLEP examinations in modern languages will not earn credit for language courses offered at Suffolk University.

CLEP credit will not be awarded in the senior year (the last 30 hours of the degree program). This means that students who have already completed 84 credits will not be able to take the CLEP examination.

Math Assessment and Placement Policy

Incoming freshmen and transfer students in the Sawyer School who lack the appropriate math course must take the University math assessment for placement. This assessment will be used exclusively for placement and will not be tied to a grade in any math course, nor will it be a graduation requirement for any Sawyer School student.

Students who receive transfer credit for MATH 134, Calculus for Management and Social Sciences are not required to take the math assessment. They have met the course requirement for the degree.

SPECIAL PROGRAMS

Independent Study

The purpose of an independent study is to provide students with unique study opportunities with an individual faculty member. This option involves a student initiated written proposal to a willing and appropriate full-time faculty member. Normally this is for 3 credits and completed during one semester. The faculty member and student, prior to registration for the independent study, must concur on a written proposal, which must include a reading list and description of requirements for grading of the final project.

The guidelines with respect to directed study assignments are as follows:

1. Students must have a 2.5 average at the time of application.
2. Students must gain authorization prior to registration. Independent Study forms are available from the offices of the Academic Dean & Registrar.
3. A description of the independent study project must be approved by the individual faculty member, by the department chair, and the Academic Dean.
4. Adjunct faculty are not eligible to supervise independent study.

Courses at Other Institutions

Once matriculated into a degree program at Suffolk University, students are expected to complete all their course work at the University. Exceptions are made for international study, or where academic hardship merits consideration. In such cases, undergraduate students in the Sawyer School may petition the Sawyer School Dean's Office to determine whether their situation warrants an exception. Petitions must be received by the Dean's Office at least two weeks prior to the start of Suffolk University semesters or summer sessions.

These courses may affect student eligibility for graduation honors and department and school honors.

To be considered for eligibility, a student must have transferred fewer than 63 outside credit hours into Suffolk, and have accrued not more than 84 total credit hours toward graduation.

The following conditions may also apply:

- Once matriculated a student may take no more than six credits of outside course work during the BSBA degree program. Grades of "C" or higher must be attained in order to receive transfer credit.
- Students who do not maintain satisfactory academic progress (2.0 grade point average or better), may not be approved for outside courses.
- New students in their first semester without final grades may not be approved for outside courses.
- Students in their final thirty credit hours of the BSBA program may not be approved for outside courses. The final thirty credit hours in the BSBA degree program, including all major and general education/liberal arts requirements, must be earned at Suffolk University.

International Study (Study Abroad)

The Sawyer School of Management is committed to the development of a high-quality undergraduate business education with an international approach. The undergraduate program integrates cultural diversity and global business approaches throughout the curriculum and encourages study abroad. For students who wish to specialize in international business, a major in International Business Studies is available. A minor in international business is also available for students who appreciate the importance of a global approach to business.

Students interested in the study abroad programs are referred to the International Programs section of this catalog.

Academic Standing

In determining satisfactory progress of students at all campuses, the Sawyer School of Management expects students to maintain an overall cumulative grade point average of 2.0, and a grade point average of 2.0 in the major field of study, as well as a 2.0 grade point average in the minor. Failure to maintain these degree requirements may result in academic probation or dismissal.

Undergraduate Academic Actions

1. Students who fail to achieve a semester GPA of 2.0 will receive a letter of warning.
2. Students who fail to achieve a cumulative GPA of 2.0 will be placed on probation and will be informed in writing of conditions for continued matriculation.
3. In the semester following the first probationary period:
 - If conditions are met and the cumulative GPA is at least 2.0, then the student is removed from probationary status.
 - If conditions are met and the cumulative GPA is less than 2.0, then the student is placed on a second semester of probation.
 - If conditions are not met, the student may be dismissed from the University.
4. Students who have been dismissed may apply for readmission after one semester by providing the UPC with a written petition.
5. Administrative warning for non-compliance with load requirements is separate from academic standing.

The Academic Standing Committee monitors grades of I, L, W and may issue an academic action to students with excess numbers of I, L, W grades. Also monitored are grades of F, and grades of D and below in Writing, Communications, and Quantitative courses, and course load requirements.

To monitor student progress during the semester, several Early Warning Systems provide feedback to students at risk, faculty advisors and administrators:

- Attendance Monitor: in the third week of the semester, faculty must report on student attendance in class.
- Roster Project: in the sixth week of the semester, instructors of all undergraduate courses identify students who are in academic difficulty and/or who have excessive absences.
- Majors at Risk: students who have received grades below "C" in a major course are identified. In order to continue in the major, students are expected to meet with their faculty advisors and with the Assistant Dean, Undergraduate Programs in the Sawyer School Dean's Office to discuss their choice of major.

BSBA Degree Requirements

The basic requirement for the Bachelor of Science in Business Administration (BSBA) degree is the completion of forty (40) one-semester, three-credit courses, and two credits of natural science labs. Thus, a student will normally be recommended for the degree upon completion of all degree requirements, including:

- a minimum of 122 semester hours of course work;
- a 2.0 overall cumulative average;
- a 2.0 average in major and minor fields of study; and,
- a minimum of 30 semester hours completed at Suffolk University.

All students are required to complete at least 50 percent of the business credit hours toward the degree in the Sawyer School.

Full-time students normally complete their degree requirements in four years. A student may shorten the time required by attending Summer Sessions. Part-time students normally take five to seven years to complete the requirements, depending on the course load carried.

Students are responsible for knowing and complying with specific degree requirements. Any exception to the Program of Study requires written approval from the Sawyer School of Management Dean's Office.

Please note that all of the information concerning undergraduate degree requirements for Sawyer School students is also available on the web site: <http://www.sawyer.suffolk.edu>.

Undergraduate Degree Programs

The Sawyer School offers programs of study leading to the following degrees:

- BSBA
- BSBA/MBA
- BSBA/JD
- BSBA/MS in Accounting
- BSBA/MS in Taxation

The BSBA degree is offered at the Boston campus, on Cape Cod in collaboration with Cape Cod Community College, Barnstable, Massachusetts, and in Franklin, Massachusetts in collaboration with Dean College. In addition, students may complete most freshman and sophomore courses required for the BSBA degree at Suffolk University's campuses in Madrid, Spain and in Dakar, Senegal.

Non-Degree Programs

In addition, the Sawyer School offers a non-degree certificate program in Accounting to undergraduate students.

Major Fields of Study

The BSBA degree offers a choice of nine majors to both full- and part-time students:

- Accounting
- Information Systems
- Entrepreneurship
- Finance
- Interdisciplinary Business
- International Business
- Management
- Marketing
- Public Administration

Double Majors

A student may double major in any disciplines of the Sawyer School. Double majoring may entail more than the 122 credits required for graduation. A course may ONLY be used to fulfill one degree requirement. Required courses, elective courses, minors, and a brief description of each course along with any prerequisites are listed in the appropriate department sections.

Minor Fields of Study

The Sawyer School of Management offers ten minor fields of study: accounting, legal studies, information systems, electronic commerce systems, entrepreneurship, finance, international business, management, marketing and public administration. In making choices about minors, students should consider their intellectual interests and the academic requirements of particular programs. It is expected that students will consult with their academic advisors in selecting a minor. Descriptions of each minor are listed with the specific Sawyer School major. A minimum of two courses must be completed at the Sawyer School of Management with a cumulative grade point average of 2.0. Students who wish to complete a minor in the School of Management must use their free electives or business electives.

Please note: A course may only be used to fulfill one degree requirement.

Special Options

Students in good academic standing may spend one or two semesters in study abroad, typically during the junior year. This option enables them to acquire an in-depth knowledge of international business while gaining exposure to the history, language and culture of a region. A select number of students are invited to join the John Griffin Fellowship Program and pursue honors courses in business and liberal arts. A number of students pursue joint programs in business through the BSBA/MBA, BSBA/MSA, and BSBA/MST, or combine business and legal studies through the BSBA/JD program.

Distribution Requirements for the BSBA Degree

General Education Core Courses (44 Credits)

During Orientation students take the Writing Assessment and Placement which determines the appropriate English course for each student.

| | |
|------------------------------------|---|
| SOM 120 | Computer Literacy |
| ENG 101 | Freshman English I |
| ENG 102 | Freshman English II |
| MA 134 | Calculus for Management and Social Sciences |
| EC 101 | Principles of Economics I |
| EC 102 | Principles of Economics II |
| STATS 250 | Applied Statistics |
| Cultural Diversity Requirement | |
| Literature Requirement (6 credits) | |
| Communications Requirement | |
| Ethics Requirement | |
| Natural Science (8 credits) | |

Within these General Education Core courses, students are encouraged to select courses that meet their career and personal interests. Students may choose only from the approved courses listed in each requirement described below:

Cultural Diversity Requirement (3 Credits)

Students choose one course from the following:

- HST 160 Cultural Contact in World History
- SOC 228 Cultural Diversity and Human Needs
- CJN 216 Intercultural Communication
- PHIL 251 Philosophy of Race and Gender

Literature Requirement (6 Credits)

Students select two courses in literature beyond freshman English from among the following:

- ENG 213 English Literature I
- ENG 214 English Literature II
- ENG 215 American Literature
- ENG 216 World Literature in English

Ethics Requirement (3 Credits)

Students select one of the following:

- SOM 203 Ethical Responsibility **OR**
- BLW 215 Ethics and Jurisprudence in the Regulatory Environment

Communications Requirement (3 Credits)

The communications requirement emphasizes public speaking and the presentation of oral reports. Students may fulfill this requirement by completing one of the following:

- CJN 177 Business Communication **OR**
- CJN 103 Rhetorical Communication

Mathematics/Statistics Requirement (6 Credits)

During Orientation students take the Math Assessment and Placement which determines the appropriate Math course for each student.

Students must complete the following courses:

- MATH 134 Calculus for Management and Social Sciences **AND**
- STATS 250 Applied Statistics

Depending upon their background in mathematics, some students may find it necessary to take MATH 104 Precalculus for Management and Social Sciences to ensure success in MATH 134. Students with advanced mathematics preparation may substitute MATH 161 Calculus I. Students may receive transfer credit for MATH 104 towards a free elective or liberal arts elective.

Natural Science Requirement (8 Credits, including 2 Credits of Labs)

Students may satisfy the Natural Science requirement by taking two (2) science courses and the required labs. For example, two biology courses **OR** one biology course and one chemistry course will fulfill the natural science requirement. The lecture and laboratory must be taken concurrently unless waived by the Department Chairperson. Students who receive transfer credits for science courses without labs must complete the labs early in their program.

Students should consult the section of this Catalog entitled "Science" or the specific department for course descriptions and prerequisites. In scheduling courses, note that most science courses in the College of Arts and Sciences require math as a prerequisite.

Liberal Arts Electives (18 Credits)

In addition to specified general education core courses, Sawyer School of Management students must complete six non-business elective courses (18 credits) from among the many liberal arts offerings in the College of Arts and Sciences. A student may take any six liberal arts courses to fulfill this requirement; however, at least two of these courses must be taken beyond the introductory level. Liberal arts electives encourage students to develop their interests by pursuing studies in depth and breadth.

Students may also fulfill their elective requirements by completing a minor in a field of study within the College of Arts and Sciences. In selecting a minor, it is expected that students will consult with their academic advisors and the Chairperson of the specific department within the College of Arts and Sciences.

Students who major in International Business Studies must complete five International Liberal Arts Electives. A list of approved International Liberal Arts Electives is available in the Sawyer School Dean's Office.

Business Core (33 Credits)

Students complete the following business core courses:

| | |
|-----------|---|
| SOM 101 | Business Organization and Leadership |
| ACCT 201 | Accounting and Decision Making I |
| ACCT 202 | Accounting and Decision Making II |
| BLW 214 | Introduction to Contracts and Legal Studies |
| MGT 201 | Management Science |
| ISOM 310* | Management Information Systems |
| FIN 310 | Business Finance |
| MKT 310 | Principles of Marketing |
| MGT 317 | Organizational Behavior |
| ISOM 319 | Operations Management |
| MGT 429 | Strategic Management |

**Accounting Majors are required to take ACCT 332 Accounting Information Systems in place of ISOM 310.*

Course descriptions and their prerequisites are provided in the appropriate Department listing.

Prerequisites The Sawyer School's curriculum is designed to enable students to acquire knowledge and skills cumulatively, building from introductory material to more specialized or advanced study in areas of major concentration. Prerequisites have been established for courses which require preparation in order for students to benefit fully from the learning experience.

Students are responsible for taking courses in the prescribed sequence. This means that:

- All prerequisites must be satisfied;
- Students must have satisfactorily completed 54 credits in order to register for upper division courses in the Sawyer School (Sawyer School undergraduate courses numbered 300 or higher) for which they have the necessary prerequisites.
- Students must have completed all Freshman and Sophomore required courses prior to registering in Junior-level courses. In particular, students are expected to have completed required English courses before the Junior year.

Major Required Courses (18 – 21 Credits)

Students must complete six or seven courses in a major field.

Free Elective Courses (3 – 9 Credits)

The number of free electives available to students depends upon the specific major requirements. Students may choose courses of interest in either the College of Arts and Sciences or in the Sawyer School. Free electives taken in the Sawyer School may enable a student to complete a business minor.

Typical Course Sequence for Most Majors

Described below is the typical course sequence for most majors. There are exceptions in the accounting and international business studies majors. Students should follow their approved Program of Study form provided upon admission to ensure that course requirements are met for the BSBA degree. Typically, a full-time student completes ten courses (30 credits) each year in Fall and Spring semesters. Students may progress more quickly by taking courses in the summer sessions.

Freshman **30 Credits**

SOM 101 Business Organization & Leadership
ENG 101-102 Freshman English I, II
SOM 120 Computer Literacy
MATH 134 Calculus for Management and Social Sciences
STATS 250 Applied Statistics
Communications Requirement
Diversity Requirement
Ethics Requirement
Liberal Arts Elective**

Sophomore **32 Credits**

BLW 214 Introduction to Contracts and Legal Studies
ACCT 201 Accounting and Decision Making I
ACCT 202 Accounting and Decision Making II
EC 101 Principles of Economics I
EC 102 Principles of Economics II
MGT 201 Management Science
Literature Requirement (6 credits)
Natural Science/Lab (8 credits)

Junior **30 Credits**

*ISOM 310 Management Information Systems
FIN 310 Business Finance
MKT 310 Principles of Marketing
MGT 317 Organizational Behavior
ISOM 319 Operations Management
Major Courses (9 credits)
Liberal Arts Electives (6 credits)**

Senior **30 Credits**

Major Courses (9 credits)
Liberal Arts Electives (9 credits)**
Free Electives (9 credits)**
MGT 429 Strategic Management
Total Requirements122 Credits

**Accounting Majors are required to take ACCT 332 Accounting Information Systems in place of ISOM 310.*

***Liberal Arts and Free Electives may be taken any semester. For example, students need not take 9 credits of liberal arts electives in the senior year.*

ACCOUNTING

The Accounting Department prepares students for professional careers in public accounting, accounting and financial management in business and industry, not-for-profit organizations and government agencies. The Accounting Department is accredited by AACSB International, making the Sawyer School's BSBA in Accounting the only AACSB International accredited accounting program in Boston. The Accounting Department offers an accounting major in the BSBA degree program, and joint BSBA/MS in Accounting and BSBA/MS in Taxation programs in conjunction with the undergraduate accounting major. The department also offers a minor in the BSBA degree program.

Effective July 1, 2002, the Massachusetts requirement to take the CPA exam mandates a minimum of 150 semester hours, earned as part of a bachelor's degree or a master's degree, or both. The joint BSBA/MSA and BSBA/MST programs are two options designed to enable students to satisfy this requirement. There are recommended tracks in these joint programs to meet the Massachusetts requirements and prepare students for successful careers in accounting. Students who plan to qualify as CPAs other than in Massachusetts should ascertain from the respective states or jurisdictions the specific requirements with which they must comply.

The other professional accrediting bodies in accounting and auditing, in particular the Institute of Cost and Management Accounting (which supports the CMA qualification) and the Institute of Certified Internal Auditors (which supports the CIA qualification) have not yet enacted a 150 hour educational requirement. Nevertheless, the Accounting Department commends consideration of the joint BSBA/Masters options by students preparing themselves for professional careers as accountants. There are recommended tracks within these joint programs that prepare students for rewarding careers in various fields in addition to public accounting, such as corporate accounting, international accounting, tax advising, financial planning, not-for-profit accounting, and governmental accounting.

The Accounting Department offers the following options for students choosing to major in accounting:

- **BSBA in Accounting** – designed for students who desire a career in accounting. These students, after July 1 2002, will not be eligible, without further study, to take the CPA examinations in Massachusetts.
- **BSBA/MS in Accounting** – designed for those wanting a deeper and more comprehensive preparation for their careers as accountants. This specialized joint undergraduate/graduate degree program emphasizes deep accounting knowledge, analytical skills and information technology, and a broad perspective on the professional and institutional aspects of the practice of accounting. A recommended track in this program meets the requirements for taking the CPA examinations in Massachusetts. Students normally apply for entry to the MSA prior to or during the fall semester of their senior year and must meet all of the requirements for admission. More information can be found in the Joint Degree section.
- **BSBA/MS in Taxation** – designed for those wanting a deep specialization in tax. A recommended track in this program meets the requirements for taking the CPA examinations in Massachusetts. Students normally apply for entry to the MST prior to or during the fall semester of their senior year and must meet all of the requirements for admission. More information can be found in the Joint Degree section.

These programs are open to transfer students. Transfer credits are awarded consistent with departmental policies on validation of transfer credits.

BSBA in Accounting

The BSBA in Accounting requires completion of 21 credit hours in accounting beyond ACCT 201-202 and ACCT 332 Accounting Information Systems. A cumulative grade point average of at least 2.0 in the accounting courses, and a cumulative grade point average of 2.0 overall, must be maintained to graduate.

Accounting majors are assigned a faculty advisor from the Accounting Department to assist them in planning their program of studies and advise them on academic and career matters.

Accounting course offerings are designed to allow completion of the accounting major through part- or full-time study, in day and evening courses.

Accounting Major Required Courses **15 Credit Hours**

| | |
|----------|---------------------------------|
| ACCT 321 | Intermediate Accounting I |
| ACCT 322 | Intermediate Accounting II |
| ACCT 331 | Cost Accounting |
| ACCT 421 | Taxation |
| ACCT 431 | Auditing and Assurance Services |

Accounting Elective Courses (select two) **6 Credit Hours**

| | |
|----------|--|
| ACCT 410 | Accounting Theory and Practice |
| ACCT 415 | Not-for-Profit Accounting and Control |
| ACCT 422 | Advanced Taxation |
| ACCT 425 | Fraud Examination |
| ACCT 510 | Independent Study |
| ACCT 550 | Special Topics in Accounting: An example of a special topic is International Accounting. |

BSBA accounting majors must complete 150 hours of pre-professional or professional accounting experience prior to graduating. Experience may be acquired through an internship, part or full-time employment, or a cooperative position. Students register for ACCT 560 Experiential Component, during or immediately following the semester in which they complete the required 150 hours. The experiential component carries no academic credit, does not require any tuition, and will be graded pass/fail. Approval of this experience must be obtained from both the Accounting Department and Career Services Office.

Accounting Minor

This program is designed for people who are majoring in another discipline within the Sawyer School and want to further their expertise in accounting, enhance their accounting proficiency, and be able to supervise and interact with accounting professionals. The minor requires the completion of three required courses (nine credit hours) beyond the completion of the two prerequisite courses, ACCT 201 and 202.

Prerequisite Courses **6 Credit Hours**

| | |
|----------|-----------------------------------|
| ACCT 201 | Accounting and Decision-Making I |
| ACCT 202 | Accounting and Decision-Making II |

Required Courses **9 Credit Hours**

| | |
|----------|----------------------------|
| ACCT 321 | Intermediate Accounting I |
| ACCT 322 | Intermediate Accounting II |
| ACCT 331 | Cost Accounting |

Accounting Certificate Program

This non-degree program is offered as a flexible and affordable means for working professionals to develop or enhance their technical proficiency in accounting. This program allows non-accounting majors to advance their job skills in accounting and to interact with accounting professionals. The certificate requires the completion of four courses (twelve credit hours) taken at Suffolk University with a grade point average of at least 2.0, chosen from the required and elective courses listed below. There are two prerequisite courses, ACCT 201 and 202, which may be waived based on appropriate prior course work. At the minimum, an associate degree or 54 semester credit hours in any field is required for entry to the program.

Prerequisite Courses **6 Credit Hours**

| | |
|----------|-----------------------------------|
| ACCT 201 | Accounting and Decision-Making I |
| ACCT 202 | Accounting and Decision-Making II |

These may be waived with appropriate prior course work.

Required Courses **9 Credit Hours**

| | |
|----------|----------------------------|
| ACCT 321 | Intermediate Accounting I |
| ACCT 322 | Intermediate Accounting II |
| ACCT 331 | Cost Accounting |

Elective Courses (select one) **3 Credit Hours**

| | |
|----------|---------------------------------------|
| ACCT 332 | Accounting Information Systems |
| ACCT 410 | Accounting Theory and Practice |
| ACCT 415 | Not-for-Profit Accounting and Control |
| ACCT 421 | Taxation |
| ACCT 425 | Fraud Examination |
| ACCT 431 | Auditing and Assurance Services |
| ACCT 550 | Special Topics in Accounting |

BUSINESS LAW

No major available.

Business Law courses cut across traditional disciplinary lines by examining the theory, content and practice of the modern legal system in both domestic and international settings. Law is addressed in a historical and evolutionary context as a key linkage in a market economy between various social demands and government responses in order to maintain harmony, justice and predictability in the social order. Business law courses are intended to provide students with a broader and more comprehensive appreciation of how the American commercial system functions as well as to enrich the students' understanding of other business disciplines.

Sawyer School of Management Requirements

Every Sawyer School student is required to take BLW 214 Introduction to Contracts and Legal Studies. Any Business Law course other than the required BLW 214 may be utilized as a free elective irrespective of the Sawyer School major.

Legal Studies Minor

9 Credits

Consists of 3 of the following courses in addition to completion of BLW 214.

| | |
|----------|---|
| BLW 215* | Ethics and Jurisprudence in the Regulatory Environment |
| BLW 315 | Legal and Financial Aspects of Business Organizations |
| BLW 316 | Legal Aspects of Commercial and Employment Transactions |
| IBBL 317 | Managing in the Global Legal Environment |
| BLW 510 | Independent Study in Business Law |
| BLW 550 | Special Topics in Legal Studies |

**If BLW 215 is taken as a part of the BLW minor, it will not count toward the ethics requirement.*

ENTREPRENEURSHIP

The Entrepreneurship major focuses on issues linked to the innovation processes of new and entrepreneurially oriented firms. The goal of the Entrepreneurship major is to provide students with knowledge that will allow them to operate effectively in a start-up venture, as a project team leader within an entrepreneurial firm, and as a consultant to entrepreneurial enterprises.

Entrepreneurs have created more than fifty million new jobs in the U.S. over the past twenty-five years. Every new product and service that makes life better for all of us is the result of their imagination and initiative. They see opportunity where most see problems; they innovate when most do the same old thing; they prosper while most just get by.

Entrepreneurs innovate. They know the same things leading managers know but they do more with that knowledge. They've learned how to create a vision of the future, then reinforce their ideas with the secrets of innovation to produce new products and services. They generate the energy in a free economy, win more control over their own destiny and thoroughly enjoy the process.

The rules for success are not a secret. They require learning some very specific things about people, money and how to innovate. It will take dedication and effort on your part, but look at the results.

As a student, you'll be exposed to the talent and experience of successful entrepreneurs, venture capitalists and franchising experts. We bring over half a century of knowledge on how to succeed as an entrepreneur into the classroom. Guest speakers and real-world projects mean you are exposed to practical ideas and practiced techniques.

You'll meet faculty like Ed Jarvis, a Suffolk grad who founded One Xcel, the company that makes the face-masks worn by NHL and NFL players. You'll meet Bill Galatis, another Suffolk graduate who founded the very successful Watermark, Inc. parent company to 44 Dunkin' Donuts franchises in Boston. They are on our Advisory Board along with another Suffolk graduate Bob Creeden, a partner at Egan-Managed Capital. He'll tell you exactly what venture capitalists look for in a business plan. These and many others with special expertise make our program valuable to anyone who wants to create a new enterprise and advance personal goals.

The Entrepreneurship major consists of a minimum of eighteen (18) semester hours, which includes three required courses and at least three elective courses taken at Suffolk University.

Entrepreneurship Major Required Courses 9 Credits

| | |
|---------|----------------------------------|
| MGT 321 | Introduction to Entrepreneurship |
| MGT 326 | Starting the New Venture |
| MGT 419 | Opportunities in Management |

Entrepreneurship Major Elective Courses (select three) 9 Credits

| | |
|---------|---|
| MGT 313 | Personnel Administration |
| MGT 320 | Management of Small Business |
| MGT 324 | Leading the Entrepreneurial Firm |
| MGT 325 | Career and Life Planning for Management |
| MGT 330 | Interpersonal Effectiveness |
| MGT 335 | International Management |
| MKT 420 | Marketing for Entrepreneurs |
| MGT 436 | Managing the Family Business |
| MGT 510 | Independent Study in Management |
| MGT 550 | Special Topics in Management |

Entrepreneurship Minor 9 Credits

A student may choose to minor in entrepreneurship by completing three of the following courses:

| | |
|---------|----------------------------------|
| MGT 320 | Management of Small Business |
| MGT 321 | Introduction to Entrepreneurship |
| MGT 324 | Leading the Entrepreneurial Firm |
| MGT 326 | Starting the New Venture |
| MGT 419 | Opportunities in Management |
| MGT 436 | Managing the Family Business |

FINANCE

Finance majors study financial management as well as emerging trends in the field. Students are exposed to the theory and practice in corporate finance, financial institutions, investments, international finance, speculative markets, insurance, real estate and other related innovations. The Finance major introduces students to the primary concepts necessary to gain the managerial skills and analytical tools to solve problems in managing portfolios, analyzing security investments, providing funds for a business, and controlling and planning the flow of funds within the enterprise. The major in Finance consists of a minimum of 21 semester hours of course work entailing four required courses, and three Finance electives.

Finance majors must complete 150 hours of preprofessional or professional finance experience prior to graduating. Experience may be acquired through an internship, part or full-time employment, or a cooperative position. Students must register for FIN 560 Experiential Component, during or immediately before the semester in which they complete the required 150 hours. The experiential component carries no academic credit, nor requires any tuition, and will be graded pass/fail. Approval of this experience must be obtained from both the Finance Department and Career Services Office.

Certified Financial Planner (CFP) Track

The Certified Financial Planner (CFP) track offers a valuable opportunity for students to pursue a career in financial planning. Financial planners analyze and provide advice on all areas of a person's financial life: income tax management, retirement planning, estate planning, investment management and insurance. In most cases, planner's analyses and recommendations are provided to clients in a written financial plan. The planner may then coordinate the implementation of the plan and periodically review it to account for changes in the client's life and current economic conditions.

The Certified Financial Planner program is offered as a track within the undergraduate finance major. Students take the following courses as part of their major finance electives and as free electives. The program was approved by the CFP Board. Upon completion of the program, students who complete this program are entitled to take the CFP exam administered by the CFP Board, which is an integral part of the prestigious CFP certification process.

The program includes the following courses

| | |
|----------|---|
| FIN 310 | Business Finance (<i>required finance requirement</i>) |
| FIN 315 | Principles of Investment (<i>required finance requirement</i>) |
| FIN 401 | Personal Financial Planning |
| FIN 422 | Estate Planning |
| ACCT 421 | Taxation |
| FIN 313 | General Insurance |
| FIN 423 | Retirement Planning |

Finance Major Courses

21 Credits

Students are required to complete:

| | |
|---------|--------------------------------|
| FIN 311 | Intermediate Finance |
| FIN 315 | Principles of Investments |
| FIN 319 | Money and Capital Markets |
| FIN 419 | Problems of Managerial Finance |

In addition, students select three from the following:

| | |
|----------|--|
| FIN 313 | General Insurance |
| FIN 317 | Real Estate |
| FIN 401 | Practical Financial Planning |
| FIN 410 | Analysis of Financial Statements |
| FIN 411 | Futures and Options |
| FIN 413 | Investment Analysis and Portfolio Management |
| FIN 415 | Capital Budgeting |
| IBFN 417 | Multinational Financial Management |
| FIN 422 | Estate Planning |
| FIN 423 | Retirement Planning |
| FIN 432 | Financial Institutions |
| FIN 510 | Independent Study |
| FIN 550 | Special Topics in Finance |

Finance Minor

9 Credits

The Finance minor consists of any three of the following courses, beyond completion of FIN 310:

| | |
|----------|--|
| FIN 311 | Intermediate Finance |
| FIN 313 | General Insurance |
| FIN 315 | Principles of Investments |
| FIN 317 | Real Estate |
| FIN 319 | Money and Capital Markets |
| FIN 401 | Practical Financial Planning |
| FIN 410 | Analysis of Financial Statements |
| FIN 411 | Futures and Options |
| FIN 413 | Investment Analysis and Portfolio Management |
| FIN 415 | Capital Budgeting |
| IBFN 417 | Multinational Financial Management |
| FIN 419 | Problems of Managerial Finance |
| FIN 422 | Estate Planning |
| FIN 423 | Retirement Planning |
| FIN 432 | Financial Institutions |

INFORMATION SYSTEMS

(formerly *Computer Information Systems*)

The Information Systems major prepares students for careers in the application of information systems and information technology to all areas of management. Information is the basis for all organizational decisions. Companies that succeed in today's global economy have quality information systems providing the necessary information in a cost-effective manner.

The continuing expansion of the Internet, related technologies and electronic commerce has created significant career opportunities for individuals with skills in both business applications and computer and information technologies. There are several career paths for students majoring in information systems including computer and systems support specialists, web application developers, network support and administration specialists, and systems areas. According to the U.S. government, there will be significant employment growth in these areas from 2000 to 2010.

The IS major introduces students to both the conceptual aspects of information systems and information technology, as well as their application through projects and case assignments. Students will be able to define information systems requirements, convert these requirements into a system design and implement the components of the systems. Implementation will include the development of databases, websites, and supporting applications.

Undergraduate majors in Information Systems are required to have at least 320 hours of approved professional computer and information systems experience. This may be acquired through an internship, part- or full-time employment, or a cooperative education position arranged by the Career Services Office. It is suggested that students review the applicability of potential employment opportunities for ISOM 560 with their faculty advisor. Additional details on ISOM 560 can be found on the departmental website. ISOM 520 Internship can substitute for this requirement. Students must register for ISOM 560 Experiential Component, which provides no semester hour credit nor requires any tuition, or ISOM 520 prior to graduation.

Information Systems Major Requirements

The Information Systems (IS) major requires 18 credits (six courses) in IS, beyond the completion of ISOM 310 (formerly CIS 310) Management Information Systems. Some advanced IS courses may only be offered during the day. Students can transfer a maximum of two courses towards their IS major, one of the four required courses and one of the two IS major elective courses.

IS Major Courses

18 Credits

Students must complete:

Note that previously all of the following courses had a CIS prefix.

| | |
|----------|-----------------------------|
| ISOM 313 | Systems Analysis and Design |
| ISOM 314 | Object-Oriented Programming |
| ISOM 423 | Database Management |
| ISOM 424 | Systems Prototyping Project |

Students select two courses from the list below, or may seek departmental approval for other computer-related electives. Suffolk University's College of Arts and Sciences offers several undergraduate courses in Computer Science (CMPSCI), and Computer Engineering (ECE), and Graphic Design (ADG), offered by the New England School of Art and Design, which may be taken as an elective in the Information Systems major. Course descriptions and prerequisite requirements are listed in the College of Arts and Sciences section of this catalog. Advance permission of your ISOM faculty advisor is required before taking one of these courses as an IS elective.

| | |
|----------|--|
| ISOM 212 | Web Content Development |
| ISOM 331 | Introduction to Electronic Commerce |
| ISOM 425 | Business Data Communications |
| ISOM 426 | Network Management |
| ISOM 510 | Independent Study in Information Systems |
| ISOM 550 | Special Topics in Information Systems |

Students cannot use ISOM 520: Internship in Information Systems as a major elective, although it can be used as a free elective.

Today, and more than ever before, we are living in a world in which the Internet, data communications and computer networks are involved in almost all aspects of business and personal life. This age of the Internet and E-commerce would not be possible without data communications and computer networks, and therefore, the ISOM department suggests that students take an elective in this area.

Information Systems Minor

9 Credits

The IS minor consists of any three of the following ISOM courses, beyond the completion of ISOM 310 Management Information Systems or ACCT 332 for Accounting majors or PAD 362 for Public Administration majors.

| | |
|----------|--|
| ISOM 212 | Web Content Development |
| ISOM 313 | Systems Analysis and Design |
| ISOM 314 | Object-Oriented Programming |
| ISOM 331 | Introduction to Electronic Commerce |
| ISOM 423 | Database Management |
| ISOM 424 | Systems Prototyping Project |
| ISOM 425 | Business Data Communications |
| ISOM 426 | Network Management |
| ISOM 550 | Special Topics in Computer Information Systems |

Electronic Commerce Minor

9 Credits

The minor in Electronic Commerce is more focused than the general IS minor. Students may minor in both IS and Electronic Commerce but three distinct courses are required for each minor. The minor in Electronic Commerce Systems consists of ISOM 331 Introduction to Electronic Commerce AND any two of the following IS courses, beyond the completion of ISOM 310 Management Information Systems or ACCT 332 for Accounting majors or PAD 362 for Public Administration majors.

| | |
|----------|------------------------------|
| ISOM 212 | Web Content Development |
| ISOM 425 | Business Data Communications |
| ISOM 426 | Network Management |

Students wishing to specialize in graphic design for e-commerce or web programming may substitute one of the above ISOM courses with an approved NESAD or CAS course such as ADG S213 Introduction to New Media, ADG S219 Computer Applications in Design or CMPSC 122 Introduction to Programming in Java (for students with NO programming experience).

INTERDISCIPLINARY BUSINESS STUDIES MAJOR

This multidisciplinary business studies approach is designed for students who need broad-based skills to succeed in the fast-paced, ever-changing world of business. Interdisciplinary Business Studies majors develop a customized program of study, choosing courses from several disciplines to satisfy their career interests. The challenges of an increasingly global, competitive business environment, innovations in technology and changes in demographic diversity, require future business leaders to have broad managerial skills as well as specialized knowledge in business. The major in Interdisciplinary Business Studies permits students to respond to these challenges.

Students who wish to explore multidisciplinary studies in business take courses from more than one business discipline. Some combinations of courses that students may wish to consider are:

- legal studies in business and ethical responsibility
- information systems and financial services
- international business and marketing
- international business and finance

Students who work in family businesses, manage a small business or are beginning new ventures within a corporate setting may select courses in entrepreneurship and IS, small business management and finance, or small business management with an emphasis on marketing. The multidisciplinary approach also appeals to students who wish to combine international business studies with one of the functional areas of business.

Faculty from all disciplines offer **special topics** courses that provide an integrative approach to business education, focusing on developing concepts that apply across all business disciplines, and building strong leadership and decision-making skills through multidisciplinary study. Students are encouraged to explore **internship** opportunities that allow the application of business concepts across all disciplines.

Students interested in the Interdisciplinary Business Studies major should first meet with Lauren Mahoney, Advising Coordinator in the Sawyer School, to discuss their specific interests. Each student is assigned a faculty advisor who will work with the student to develop a customized Program of Study.

Interdisciplinary Business Studies Required Courses

18 Credits

Six courses, beyond the business core courses, are completed by students in this major. Students must complete advanced courses from at least two of the business disciplines offered in the Sawyer School of Management. A customized Program of Study is developed in consultation with the Sawyer School Dean's Office.

INTERNATIONAL BUSINESS

The International Business major exposes students to an array of issues encountered while conducting business across national and cultural boundaries. Specific functional issues related to such fields as finance, marketing, and management are covered.

International Business majors are assigned an International Business faculty advisor to assist them in planning their program of studies and advise them on academic and career matters. International Business majors must have the signature of their faculty advisor to register.

International Business Major Requirements:

| | |
|---|-------------------|
| International Business Major Courses | 18 Credits |
|---|-------------------|

Students are required to complete:

| | |
|----------|--|
| IB 321 | Introduction to International Business |
| MGT 335 | International Management |
| IBBL 317 | Managing in the Global Legal Environment |
| IBFN 417 | Multinational Financial Management |
| IBMK 421 | International Marketing |
| IBMK 422 | Export Marketing Management |
| IB 419 | Global Business Theory and Practice (capstone) |

In addition to the above required courses, the International Business major requires six credits of language study and a concentration in one academic department of the business school.

| | |
|-----------------------------|------------------|
| Language Requirement | 6 Credits |
|-----------------------------|------------------|

Two courses* in one language are required to complete this major, unless the student demonstrates bilingual proficiency. In such cases, students may seek waivers. If the language requirement is waived, students may substitute two Free Elective courses.

**Note: Overseas Seminars may be substituted for language requirement credits.*

| | |
|--|------------------|
| Business Concentration Requirements | 9 Credits |
|--|------------------|

Students are required to take three courses in one academic department of the business school. Courses are specified by each department. Some departments may require a fourth course, credits for which may be drawn from Free Elective credits.

| | |
|-----------------------|-------------------|
| Free Electives | 12 Credits |
|-----------------------|-------------------|

Free Electives may be selected from courses offered in any department in the business school or the College of Arts and Sciences. Overseas Seminars may be substituted for Free Elective credits, if not chosen as part of the Language requirement.

International Business Minor Requirements:

| | |
|---|-------------------|
| International Business Minor Courses | 12 Credits |
|---|-------------------|

Students are required to take IB 321, Introduction to International Business, plus any three of the following five International Business major courses:

| | |
|----------|--|
| MGT 335 | International Management |
| IBBL 317 | Managing in the Global Legal Environment |
| IBFN 417 | Multinational Financial Management |
| IBMK 421 | International Marketing |
| IBMK 422 | Export Marketing Management |

MANAGEMENT

An important goal of the management curriculum is to develop the student's awareness of the types of general problems faced by managers and to promote an understanding of the concepts and tools available for solving them. The curriculum focuses on the principles and practices of planning, organizing, evaluating and decision-making as they are currently being applied in profit and non-profit organizations, in the U.S. and around the world.

The highly competitive nature of business places a premium on effective communication, teamwork, leadership, and effectively managing in an international context. Our graduates pursue successful management careers in a variety of organizations; many further their studies by enrolling in MBA programs at Suffolk University or other institutions.

The management major focuses on broad managerial issues in established corporations, whether large or small. Its goal is to provide students with a flexible background that will allow them to operate effectively within this environment. The management major consists of a minimum of eighteen (18) semester hours, which include three required courses and at least three elective courses all taken at Suffolk University.

Management Major Required Courses **9 Credits**

| | |
|---------|-----------------------------|
| MGT 330 | Interpersonal Effectiveness |
| MGT 335 | International Management |
| MGT 419 | Opportunities in Management |

Management Major Elective Courses (select three) **9 Credits**

| | |
|---------|---|
| MGT 313 | Personnel Administration |
| MGT 320 | Management of Small Business |
| MGT 321 | Introduction to Entrepreneurship |
| MGT 324 | Leading the Entrepreneurial Firm |
| MGT 325 | Career and Life Planning for Management |
| MGT 326 | Starting the New Venture |
| MGT 510 | Independent Study |
| MGT 550 | Special Topics in Management |

Management Minor **9 Credits**

A student may choose to minor in general management by completing any three of the following:

| | |
|---------|---|
| MGT 313 | Personnel Administration |
| MGT 320 | Management of Small Business |
| MGT 321 | Introduction to Entrepreneurship |
| MGT 324 | Leading the Entrepreneurial Team |
| MGT 325 | Career and Life Planning for Management |
| MGT 326 | Starting the New Venture |
| MGT 330 | Interpersonal Effectiveness |
| MGT 335 | International Management |

MARKETING

Marketing is changing rapidly. Global economic conditions, political environments, and competitive landscapes are in constant flux. Technological advances have changed the way we view marketing activities that are designed to create value in planning, distributing, pricing and promoting products and services to customers. Marketing approaches that worked yesterday may not work tomorrow. Increasingly, marketing success requires doing things differently. However, while technology may continuously alter the specifics of the marketing tasks, one aspect does not change. Marketers represent the voice of the customer in the organization. The marketing curriculum is designed to emphasize new thinking and approaches to marketing practices in this new world.

The Marketing major will learn skills needed to operate in a technologically complex marketing world that is characterized by uncertainty and rapid change. Marketers learn to identify customer needs and develop the products, services, and programs to satisfy those needs. Students learn to assess complex and changing marketing situations, determine the best marketing strategies for these situations, and execute the strategies effectively. The curriculum emphasizes interpersonal and communication skills, team work, motivation and leadership, technology, and problem solving skills that prepare students for careers in profit and non-profit organizations.

Marketing majors are prepared to enter a broad field offering many different career paths – from advertising, selling, marketing research, logistics, and telemarketing to multilevel marketing, direct mail marketing, and developing Internet marketing sites. Continual expansion and ongoing changes in the global marketing environment offer opportunities for international marketing. The Sawyer School utilizes a variety of approaches to integrate practice and theory, including simulations, cases, and internships.

Marketing Major Courses

21 Credits

The major in Marketing consists of a minimum of 21 semester hours of course work, including three marketing electives and three required marketing courses, to be completed at Suffolk University.

Students complete the following required courses (9 credits):

| | |
|---------|-----------------------------------|
| MKT 317 | Consumer Behavior |
| MKT 319 | Marketing Research |
| MKT 419 | Marketing Policies and Strategies |

Students select four courses (12 credits) from the following:

| | |
|----------|------------------------------------|
| MKT 313 | Professional Selling |
| MKT 315 | Integrated Marketing Communication |
| MKT 415 | Applied Promotional Strategies |
| MKT 423 | Retail Management |
| MKT 477 | eMarketing |
| MKT 510 | Directed Study |
| MKT 520 | Marketing Internship |
| MKT 550 | Special Topics in Marketing |
| IBMK 421 | International Marketing |
| IBMK 422 | Export Management |

Marketing Minor

9 Credits

Consists of any three of the following courses, beyond the completion of MKT 310:

| | |
|----------|------------------------------------|
| MKT 313 | Sales Management |
| MKT 315 | Integrated Marketing Communication |
| MKT 317 | Consumer Behavior |
| MKT 319 | Marketing Research |
| MKT 423 | Retail Management |
| MKT 477 | eMarketing Principles |
| MKT 520 | Marketing Internship |
| MKT 550 | Special Topics in Marketing |
| IBMK 421 | International Marketing |

PUBLIC ADMINISTRATION

The Public Administration major prepares students for professional careers in government, public service and non-profit organizations. The curriculum is conveniently offered in both full-time and part-time formats.

Public Administration focuses upon the processes and substance of public policy, and the knowledge and skills needed for effective implementation of public policy. The BSBA in Public Administration is interdisciplinary, drawing upon the behavioral, social sciences, quantitative, administrative/management sciences and related liberal arts disciplines. A close relationship exists between the undergraduate major in public administration and the graduate Master of Public Administration offered by the Sawyer School. Thus, BSBA in Public Administration major provides a strong foundation for pursuing graduate education in public service.

An internship in the senior year provides integration of current employment experience and theory, or significant employment experience for pre-professional students. Practical insights will be gained through field research, case discussions, problem solving and interactions with practitioners and guest speakers. The major provides a professional orientation to meet the expressed needs of employers seeking graduates with the necessary skills for planning, implementing and evaluating public and non-profit programs.

The curriculum requires completion of 122 semester hours of course work. The major consists of twenty-one (21) semester hours, which includes four required course and three elective public administration courses taken at Suffolk University. It is recommended that students taking courses at the Cape Cod campus complete two foreign language courses as part of their liberal arts elective requirements.

Public Administration Major Courses

| | |
|---------|--|
| PAD 321 | Functions and Practices of Public Management |
| PAD 326 | Public Policy Analysis |
| PAD 361 | Public Human Resource Management |
| PAD 410 | Public Management Internship |
| PAD 411 | Strategic Planning in Public Administration (CAPSTONE) |

In addition, students select three courses from the following:

| | |
|---------|---|
| PAD 312 | Public Finance & Budgeting |
| PAD 322 | Management of Public Organizations |
| PAD 323 | Public Management Research Methods |
| PAD 324 | Legal and Administrative Research |
| PAD 325 | Public Service Organizations and Groups |
| PAD 360 | Public Labor/Management Relations |

Public Administration Minor

9 Credits

A student may choose to minor in Public Administration by completing any three of the following:

| | |
|---------|--|
| PAD 312 | Public Finance & Budgeting |
| PAD 321 | Functions and Practices of Public Management |
| PAD 322 | Management of Public Organizations |
| PAD 323 | Public Management Research Methods |
| PAD 324 | Legal and Administrative Research |
| PAD 325 | Public Service Organizations and Groups |
| PAD 326 | Public Policy Analysis |
| PAD 361 | Public Human Resource Management |

UNDERGRADUATE COURSE DESCRIPTIONS

Unless otherwise stated a course is equivalent to 3 units of credit (3-semester hour course, 1 term). Most departments periodically publish expected schedules of course offerings for a year ahead. Every effort is made to adhere to these published expected schedules, but the Accounting Department reserves the right to make changes if necessary.

To introduce and connect students to the Sawyer School of Management experience in their first two years at Suffolk, three interdisciplinary courses are included in the curriculum. These interdisciplinary courses provide students with diverse perspectives on business, building a sense of community across disciplines, and expose students to the business environment. The courses are:

SOM 101 – Business Organization and Leadership

A broad introduction to business organization and business leadership using the Harvard case study method and group presentations of case analyses to real executives. Introduction to major functional areas of business including accounting, finance, marketing, operations, organizational behavior, business ethics, strategic management, and leadership. Class participation is stressed.

Prerequisite: ENG 101, or may take concurrently.

SOM 120 – Computer Literacy

This introductory General Education core course covers computing technologies and develops skills. Topics include hardware and software terminology, Microsoft Office applications (i.e., word processing, spreadsheets, databases, presentation graphics), and the Internet; and the ethical, legal and social concerns about computers in society. A hands-on laboratory is integrated into the course. Students are encouraged to acquire their own personal computer.

SOM 203 – Ethical Responsibility

This course examines current questions including: What is an ethical concern? An ethical climate? Most people know what is 'right' and what is 'wrong' but in the "gray area" of personal and professional decision-making, where is guidance and understanding found? What decision-making tools are available in applied ethics so that organizations of integrity can be built? What applied ethical approaches are available to individuals who provide guidance for their decisions? Examining these and other questions define one part of this course. Selecting options, resolutions and answers to these queries guides the other.

Accounting Course Descriptions

ACCT 201 – Accounting and Decision-Making I

The first of a two-course sequence designed to provide a user of accounting information with the skills to appraise and manage a business. Students are introduced to the accounting cycle, the financial statements, and the theory underlying accounting as information. Coverage addresses current accounting topics, including relevant ethical and international issues found in the financial press.

Prerequisites: MATH 134, ENG 102, and SOM 120.

ACCT 202 – Accounting and Decision-Making II

Enables students to apply the concepts and skills from the preceding course. They learn how to analyze the financial condition and performance of a firm, and how to use accounting information in business planning, decision-making, and control. Relevant current ethical and competitive issues found in the financial press are discussed in the course.

Prerequisite: ACCT 201.

ACCT 321 – Intermediate Accounting I

Review of basic financial accounting concepts followed by an examination of selected balance sheet and income statement items. The focus of this communications intensive course is on the valuation and reporting of current and non-current assets and liabilities. The income determination aspects of these items are also considered.

Prerequisites: ACCT 201 and junior status.

ACCT 322 – Intermediate Accounting II

An examination of selected balance sheet and income statement items. The focus of this communications intensive course is on the valuation and reporting of investments, and stockholders' equity. The income determination aspects of these items are also considered, along with special topics such as pensions, leases, deferred taxes and cash flows.

Prerequisite: ACCT 321.

ACCT 331 – Cost Accounting

The purposes, concepts and procedures underlying the development of a cost accounting system for managerial decisions, control and performance reporting. The basic ideas of responsibility accounting are introduced.

Prerequisite: ACCT 202.

ACCT 332 – Accounting Information Systems

The design, operation, and use of accounting information systems. The functional relationships of the AIS within an organization are examined. A background in automated data processing, along with the important human and organizational considerations in system design and implementation, are covered. *Accounting majors are required to take ACCT 332 instead of ISOM 310.*

Prerequisites: ACCT 321.

ACCT 410 – Accounting Theory and Practice

A study of the FASB and AICPA publications, with emphasis on recent trends and developments in the agenda and pronouncements of the FASB and other bodies that shape accounting practice and professional conduct. Students conduct independent research on topical accounting and reporting issues. Skills in oral and written communication are developed and enhanced.

Prerequisite: ACCT 322.

ACCT 415 – Not-for-Profit Accounting and Control

A study of accounting principles, financial reporting, and methods of budgeting and controlling operations in government agencies, charitable foundations, hospitals, universities and other not-for-profit organizations.

Prerequisite: ACCT 202.

ACCT 421 – Taxation

A study of basic federal taxation as it applies to individuals, partnerships and corporations. Expertise in the preparation of tax returns is developed.

Prerequisite: ACCT 202.

ACCT 422 – Advanced Taxation

The impact of taxation on business planning and decision-making as well as tax problems of estate, trust and gift planning are considered.

Prerequisite: ACCT 421.

ACCT 425 – Fraud Examination

A study of the extent of and causes of fraud in society. Methods of detection, investigation and prevention of financial statement frauds, as well as other types of financial frauds, are covered.

Prerequisite: ACCT 322 or by permission of the instructor.

ACCT 431 – Auditing and Assurance Services

An advanced study of auditing process and philosophy. Preparation of audit working papers supporting an audit examination, and the report and opinion of the auditor to management, stockholders, and others are covered. This communications intensive course deals with internal auditing, environmental compliance and systems assurance.

Prerequisite: ACCT 322.

ACCT 510 – Independent Study In Accounting

This elective course option involves a student-initiated written proposal to a willing and appropriate full-time faculty member for a directed study project. Normally this is for three credits and is completed during one semester. The faculty member and student, prior to registration, must concur on a written proposal, which includes a reading list and description of requirements for grading the final project. Approvals by the department chairperson and the dean are necessary.

ACCT 550 – Special Topics in Accounting

In-depth analysis of topical issues in accounting. The department announces specific topics when the course is scheduled.

ACCT 560 – Experiential Component (No Credit Hours)

Candidates require an approved record of 150 hours of accounting experience. Experience may be acquired through internship, part- or full-time employment, or cooperative education. Approval must be obtained from both the Accounting Department and the Career Services Office. Accounting majors must register for the experiential component during the semester in which they will complete the required 150 hours.

Business Law Course Descriptions

BLW 214 – Introduction to Contracts and Legal Studies

Required Course.

An introduction to the field of legal studies including the organization and operation of the American legal system together with an examination of the law of contracts and agency as examples of the legal system in practice. Particular attention is given to the ways in which contract and agency law manifest important ethical precepts concerning various social interactions.

BLW 215 – Ethics and Jurisprudence in the Regulatory Environment

A survey of the historical, ethical, social and governmental influences which have helped to shape the modern regulatory system. Taught by professionally qualified attorneys, this law and ethics course draws on a diverse array of interdisciplinary materials to explore the objectives and practice of government regulation both domestically and internationally. Non-business students are encouraged to register for this course.

BLW 315 – Legal and Financial Aspects of Business Organizations

The formation, strategic use, and financial implications of alternative forms of business organization, namely partnerships, corporations, trusts, subchapter "S" corporations, and the new limited liability hybrids.

Prerequisite: BLW 214.

BLW 316 – Legal Aspects of Commercial and Employment Transactions

A study of the key elements of modern commercial law related to carrying on a successful business enterprise including sales of goods, employment law, financing, security, and insurance transactions.

Prerequisite: BLW 214.

IBBL 317 – Managing in the Global Legal Environment

This course surveys the global legal environment of business. Emphasis is on case analysis of topics such as sovereignty, extraterritoriality, treaties, international contracts, arbitration and the European Union. The managerial and economic significance of these topics is explored.

Prerequisite: BLW 214.

BLW 510 – Independent Study in Business Law

This elective course option involves a student initiated written proposal to a willing and appropriate full-time faculty member for a directed study project. Normally this is for three credits and completed during one semester. The faculty member and student, prior to registration, must concur on a written proposal, which includes a reading list and description of requirements for grading of the final project. Approval by the Department Chair and the Dean is necessary.

BLW 550 – Special Topics in Legal Studies

The special topic content and objective will be announced as the course is scheduled.

Information Systems (formerly Computer Information Systems) Course Descriptions

SOM 120 – Computer Literacy

This introductory General Education core course covers computing and information technologies and develops technical skills. Topics include hardware and software terminology, Microsoft Office applications and their integration (i.e., word processing, spreadsheets, databases, presentation graphics and web page development), and the Internet; and the ethical, legal and social concerns about computers in society. A hands-on laboratory is integrated into the course. Students are encouraged to acquire their own personal computer.

ISOM 212 – Web Content Development

ISOM 212 introduces concepts of designing and developing web content for intranets, extranets, and the World Wide Web. Students will learn how to deploy and integrate Microsoft Office applications in a web-based environment. Microsoft Frontpage and other tools will be used to develop theme-based web sites including interactive forms and discussion forums. Students will develop competencies with image editing software and deploying graphics-based java applets on the Web. These objectives are satisfied through lectures, class discussions, and hands-on assignments.

Prerequisite: SOM 120 or equivalent; should be taken prior to ISOM 423 or ISOM 424. IS majors need approval to use this course as an IS major elective.

ISOM 310 – Management Information Systems

Covers the application of information systems to support strategic, control, and operational applications in organizations. Reviews current issues concerning the effective management of information technologies in organizations and the application of information systems and information technology for competitive advantage. Concepts of computer-integrated operations, database management systems, telecommunication, networks, end-user computing, and the information systems development life cycle are studied through readings, cases and projects. [Accounting majors must complete ACCT 332.]

Prerequisites: ENG 102 and SOM 120.

ISOM 313 – Systems Analysis and Design

Covers the concepts, techniques and tools useful for the analysis, design, and implementation of computer-based business information systems. Topics include system development life cycle framework, process modeling, data modeling, prototyping and project management. Emphasizes the analysis of business operations as well as the interaction between information systems professionals and end-users. A term project applying these concepts and techniques is required.

Prerequisite: ISOM 310 [or ACCT 332, Accounting majors ONLY].

ISOM 314 – Object-Oriented Programming

Introduces programming for realistic business applications. Lectures cover concepts and their impact on application development. Exercises illustrate programming techniques including algorithms, control structures and data access methods. Emphasizes the program development life cycle: developing new programs, maintaining existing programs, program documentation and testing. Several programming projects are required which illustrate several popular computer languages such as Microsoft Visual Basic and Java. (Transfer credit may be granted with two lower-level programming courses, or requirements waived with one course plus programming work experience.)

Prerequisite: SOM 120.

ISOM 319 – Operations Management

Presents an introduction to the operating component of a manufacturing or service organization where inputs such as raw material, labor and other resources are transformed into finished goods and/or services. Addresses both strategic and tactical issues, such as operations strategy, product and process design, technology management, total quality management, capacity planning, location, and inventory management. Quantitative models, analytical tools and case studies are used to analyze problems that confront the operations manager.

Prerequisites: SOM 101 and MGT 201.

Offered Fall, Spring, Summer.

ISOM 331 – Introduction to Electronic Commerce

The goal of ISOM 331 is to develop management professionals who know how to apply E-commerce technology to business situations. It is designed for future managers in all areas; not just those interested in computers and information systems as a career. The emphasis in the classroom is on applying technology to attain strategic advantage. The course prepares students to understand ways in which organizations can implement and profit from electronic connections with their customers, suppliers, and others. ISOM 331 covers business-to-business and business-to-consumer applications, E-commerce issues, concerns, problems, and emerging trends.

Prerequisite: SOM 120, ISOM 310.

ISOM 423 – Database Management

Provides an understanding of the role of information in an information system and its role as an organizational resource. Students learn to design databases using normalization and entity-relationship diagrams, develop data models and to interface databases with Internet applications. Specific database management systems (i.e., Microsoft Access) and other techniques are examined and applied to business problems through exercises and projects. The course's cornerstone is a group project involving the implementation of a DBMS-based system which supports a realistic business application and the development of a companion user's manual.

Prerequisites: ISOM 310 [or ACCT 332, Accounting majors ONLY]

AND one of the following: ISOM 313 or ISOM 314.

ISOM 424 – Systems Prototyping Project

Provides students with practical experience in the analysis, design, and implementation of a computer information system. This capstone course applies concepts learned in previous ISOM courses to a “real-world” system design and implementation problem, using prototyping methodology. Student teams will provide their client and the class with written and oral progress reports leading to a meaningful system prototype. Recent semester projects have included developing Internet Web pages and applications of Visual Basic and Cold Fusion programs.

Prerequisites: ISOM 313, ISOM 314 **AND** ISOM 423.

ISOM 425 – Business Data Communications

Introduces concepts, technologies, and management issues of data communications in an increasingly changing business environment. Explores the role of data communications as an enabling technology in the support of business practices. The course covers both local and wide area networks, as well as the technologies underlying the Internet. The use of the Internet for E-commerce is examined. Hands-on labs, case studies, and term projects allow students to relate the course material to their career objectives or their current employer’s needs.

Prerequisite: ISOM 310 [or ACCT 332, Accounting majors ONLY].

ISOM 426 – Network Management

Explores the management aspects of computer networks. Included are network analysis and design, installation and configuration, user and data management, performance monitoring, tuning and optimization, and interconnectivity issues. Students will learn the techniques needed to efficiently manage a heterogeneous network. E-commerce related issues are also addressed. Hands-on labs allow students to relate fundamental concepts to practical applications by managing a network of Microsoft NT2000, LINUX, and Novell Netware servers in a client/server environment.

Prerequisite: ISOM 425.

ISOM 510 – Independent Study in Computer Information Systems

This course involves a student initiated written proposal to a willing and appropriate full-time faculty member for a directed study project. Normally this is for three credits and is completed during one semester. The faculty member and student must concur on a written proposal and final project. Approval by the Department Chair and the Dean is necessary prior to registration.

Prerequisites: ISOM 310 [or ACCT 332, Accounting majors ONLY] plus two other ISOM courses.

ISOM 520 – Internship In Computer Information Systems

A project-based course that provides work experience for junior and senior IS majors, and allows the student to bridge the gap between education and practice. This course can be used to satisfy the 320 hours of approved professional information systems experience in place of ISOM 560 Experiential Component. It cannot be used as a IS major elective but can be used as a free elective.

Prerequisites: ISOM 310 [or ACCT 332, Accounting majors ONLY], one additional upper division ISOM course, and permission of the instructor. Minimum IS GPA of 3.0 and minimum overall GPA of 2.5.

ISOM 550 – Special Topics in Computer Information Systems

An in-depth analysis of timely special issues in information systems. Specific topics are announced when the course is scheduled. An example of a special topics course offered recently is Java for Advanced Internet Application.

JAVA for Advanced Internet Application

Students will learn to develop advanced Internet applications using object oriented programming (OOP) and JAVA. This course will cover the basics of OOP and JAVA language including classes, objects, streams, constructors, graphics, and GUI components. Students will develop Java-based programming applications for the Web. Labs and exercises will encourage the fast-paced learning of Java applet design, development, and deployment. By the end of the course, students will possess a strong working competency in Java programming for the Internet.

Prerequisite: ISOM 310 [or ACCT 332, Accounting majors ONLY].

ISOM 560 – Experiential Component

IS majors are required to have at least 320 hours of approved professional information systems experience in order to graduate. This experience may be acquired through an internship, part-time or full-time employment, or cooperative education through the Career Services Office. IS majors must register for ISOM 560 during or after the semester in which they will complete the required hours. An ISOM faculty member must approve a written report from the student’s employer on a pass/fail basis.

No credit hours.

Finance Course Descriptions

FIN 210 – Personal Finance

The course can be viewed as a “survival guide” or a “road map” to the universe of financial instruments available as well as the basic tools needed to make informed decisions. The course is intended to address the concerns of individuals in determining their financial needs and managing their investments.

Prerequisite: MA 134.

FIN 310 – Business Finance

A study of the functions of business finance. Focuses on basic financial principles such as time value of money, risk and return tradeoffs, and asset valuation.

Prerequisites: ACCT 202; EC 101-102 and STATS 250.

FIN 311 – Intermediate Finance

Intermediate Finance expands on basic financial concepts and introduces more advanced topics. Material emphasizes solutions to problems of capital structure, investment and financing. Other major topics include working capital management, derivative corporate securities, and corporate restructuring.

Prerequisite: FIN 310.

FIN 313 – General Insurance

Stresses theory, practice, and problems of risk-bearing in business, including life, property and casualty insurance, and corporate risk management.

Prerequisite: FIN 310.

FIN 315 – Principles of Investments

An introduction to the investment of funds by individuals and institutions. Focuses on analysis of investments and security markets, and the mechanics of trading and investing.

Prerequisite: FIN 310.

FIN 317 – Real Estate

Focuses primarily on real estate investment; examines related areas of law, finance, insurance, taxation, appraisal and brokerage.

Prerequisite: FIN 310.

FIN 319 – Money and Capital Markets

This course covers characteristics, structure and function of money and capital markets with a focus on the recent events relating to financial markets and their impact on the corporate financing behavior and the interrelationship among the various financial markets. Also, each type of financial institution and its internationalization are discussed.

Prerequisites: EC 101 and EC 102.

FIN 401 – Practical Financial Planning

The course is designed to expose the student to the wide range of financial planning tools and techniques available today to the professional financial planner as well as to the individual. By the end of the course the student should be able to construct a sensible and workable financial plan for a “client.”

Prerequisite: FIN 310.

FIN 410 – Analysis of Financial Statements

Includes the analysis, interpretation and forms of financial statements. Also covers comparative financial statements and trend and ratio analysis.

Prerequisite: FIN 310.

FIN 411 – Futures and Options

An introduction to the financial futures, options, and swaps. Main objective is to explain why these securities exist, where and how they are traded, how to employ them in managing risk, and how to accurately price them.

Prerequisite: FIN 315 **OR** permission of the instructor.

FIN 413 – Investment Analysis and Portfolio Management

An advanced course in investment analysis stressing efficient frontier and diversification. Also studies portfolio construction and management, and the trade-off of risk versus return.

Prerequisite: FIN 315.

FIN 415 – Capital Budgeting

Develops the practical techniques and decision rules in the evaluation and selection of long-term investment projects. Teaching is oriented towards discussion of readings and case studies. Readings should provide students with understanding of capital budgeting techniques, and case studies should allow them to apply the techniques to real-world problems with the help of computer.

Prerequisite: FIN 311 **OR** permission of the instructor.

IBFN 417 – Multinational Financial Management

Deals with the financing, investment and working capital management process of multinational corporations, considering such variables as exchange risk, political risk, accounting regulations and tax laws.

Prerequisite: FIN 310.

FIN 419 – Problems of Managerial Finance

In-depth study of current finance theory and methodology applicable to the firm through case analyses, computer work and recent publications.

Prerequisite: FIN 311, in addition to any two finance electives; must be taken during the last year.

FIN 422 – Estate Planning

This course provides an introduction to estate planning, including a discussion of wills, intestacy, and tax consequences of estate planning techniques. The program will prepare students to discuss the necessity, objectives and techniques of estate planning with clients. It will introduce students to the consequences of intestacy and the uses of wills. Additionally, students will learn the basic concepts of the federal estate, gift and income tax rules that apply to certain estate plans and how to use them for the benefit of clients. It will also introduce them to techniques for dealing with mental and physical incapacity.

FIN 423 – Retirement Planning

This course examines financial planning for retirement and presents a comprehensive process for doing such planning. Among the main topics covered are setting financial objectives for retirement, planning for adequate retirement income, social security and other governmental benefits, understanding qualified and non-qualified plans, pre- and post-retirement investment planning, planning for long-term care, and planning for incapacity.

FIN 432 – Financial Institutions

An analysis of the role of financial institutions, commercial bank, savings and loans, and mutual savings banks in the economy. Topics covered include the impact on financial institutions of interest rates and government policies.

Prerequisites: FIN 310 **AND** FIN 319.

FIN 450 – Mutual Funds

This course introduces students to the mutual fund industry and its evolution into the brokerage business. The course focuses on developing this foundation knowledge through classroom discussions, and case analysis with guest experts in the various aspects of mutual funds.

FIN 510 – Independent Study In Finance

This elective course option involves a student initiated written proposal to a willing and appropriate full-time faculty member for a directed study project. Normally this is for three credits and completed during one semester. The faculty member and student must concur on a written proposal and final project. Approval by the Department Chair and the Dean is necessary prior to registration.

FIN 550 – Special Topics In Finance

An in-depth analysis of timely special issues in finance. Specific topics are announced when the course is scheduled.

FIN 560 – Experiential Component

Required of all Finance majors.

Majors will have an approved 150 hours of Finance experience. Experience may be acquired through internship, part- or full-time employment or cooperative education. Approval must be obtained from both the Finance Department and the Career Services Office.

No credit hours.

International Business Course Descriptions

IBBL 317 – Managing in the Global Legal Environment

This course surveys the global legal environment of business. Emphasis is on case analysis of topics such as sovereignty, extraterritoriality, treaties, international contracts, arbitration and the European Union. The managerial and economic significance of these topics is explored.

Prerequisite: BLW 214.

IBFN 417 – Multinational Financial Management

Deals with the financing, investment and working capital management process of multinational corporations, considering such variables as exchange risk, political risk, accounting regulations and tax laws.

Prerequisite: FIN 310.

IB 321 – Introduction to International Business

To provide students with an understanding of problems and opportunities associated with doing business across country and cultural boundaries and to encourage global business thinking and strategy formulation. Topics include the forms of international business involvement; economic, social, cultural and political conditions; national and multinational regulations of international transactions and investments; and global strategies for business operations.

Prerequisite: MKT 310 **OR** FIN 310.

IB 335 – International Management

The purpose of this course is to provide students with knowledge of and skills in international management. The course will develop students' understanding of how cultural factors influence behavior in the workplace and in the boardroom. In addition, the course will focus on the skills and competencies needed to successfully manage culturally diverse, cross-cultural, and geographically dispersed organizations.

Prerequisite: SOM 101.

Offered Fall, Spring, Summer.

IB 419 – Global Business Theory and Practice

This course is designed to serve as a platform for integrating global business knowledge and practice. Topics covered will include: foreign direct investment, regional development clusters, role and operation of the WTO, outsourcing and supply chain management, and international ethics. Students integrate discipline-specific knowledge, practice investigation and decision-making around global business issues, investigate ethical business issues arising from globalization, improve business communication skills, and practice teamwork for global business decision-making.

IB 421 – International Marketing

The objective of this course is to help students to develop knowledge base and skills to extract and assess the influencing factors stemming from diverse economic, socio-cultural and legal-political environments in carrying out marketing functions in global markets. The topics emphasized include market selection and entry; formulating and implementing policies in various marketing functions; planning, coordination, integration and synergy creation on a global basis.

Prerequisite: MKT 310

Recommended: IB 321

IB 422 – Export Management

This course deals with formulating strategies and development management skills necessary to succeed in global markets through exporting. The content include 1) an overview and analysis of the world trade, 2) legal and regulatory environments at the national and supranational levels, 3) export market potential analysis and market selection, 4) assessment of company readiness to export, 5) export marketing plans and policies and 6) logistics and finance.

Prerequisite: MKT 310

Recommended: IB 421

IB 430 – International Business Strategies

This course focuses on the strategic and managerial issues faced by firms whose businesses stretch across national boundaries. Emphasis is placed on the decisions and decision-processes to deal effectively with the impacts of diverse, competitive, interdependent, and interrelated market forces in international context. Included among the topics covered are the selection of market entry and ownership strategies, structural and organizational configurations, risk management, control, integration, and synergy creating. Cases and industry projects are utilized to enhance the content.

Prerequisites: Sawyer School of Management required core courses; IBMK 321 and one other International Business course.

IB 510 – Independent Study in International Business

This elective course option involves a student initiated written proposal to a willing and appropriate full-time faculty member for a directed study project. Normally this is for three credits and completed during one semester. The faculty member and student must concur on a written proposal and final project. Approval by the Department Chair and the Dean is necessary prior to registration.

Prerequisites: Sawyer School of Management required courses; IBMK 321 **AND** one other International Business course.

IB 550 – Special Topics in International Business

An in-depth analysis of timely special issues in international business. Specific topics are announced when the course is scheduled. A recent example of a special topics course is BLW 550, International Business Law.

Management and Entrepreneurship Course Descriptions

MGT 201 – Management Science

This course is designed to acquaint the student with quantitative techniques current in management literature and usage. It recognizes that the manager of today must be conversant with and able to use appropriate mathematical and analytical tools for solving problems. Primary emphasis is on gaining understanding of the techniques, where and how they are used, their reliability, validity, and reality.

Prerequisites: SOM 101, MA 134 and STATS 250.

Offered Fall, Spring, Summer.

MGT 313 – Personnel Administration

A study of the modern human resources department in industry with special emphasis on the techniques and methods of management, utilization of people, and contemporary human resource issues and problems.

Prerequisite: SOM 101.

Offered Fall, Spring.

MGT 317 – Organizational Behavior

Explores the application of sociological, psychological and anthropological concepts in domestic and international business settings. Attention is given to the study of human behavior in organizational settings, the organization itself, their interaction, and small group process.

Prerequisites: ENG 102 and SOM 101.

Offered Fall, Spring, Summer.

MGT 320 – Management of Small Business

Covers the role and importance of small business in the U.S. economy. Includes the application of all management functions to the operation of a small business. Requires the development and presentation of a business plan for a start-up, purchase of an existing business, or a franchise.

Prerequisites: SOM 101 and MKT 310.

Offered Fall.

MGT 321 – Introduction to Entrepreneurship

This course provides an overview of the contexts and requirements for launching an entrepreneurial career and starting an entrepreneurial enterprise. The course begins by assessing the competencies of successful and unsuccessful entrepreneurs before students engage in their own self-assessment. Next, the class utilizes a systematic framework for planning an entrepreneurial project. Finally, the course examines opportunities for entrepreneurship in a wide range of settings, including but not limited to professional services, high technology, web-based business, franchising and distribution, international business, family and home-based enterprises, and non-profit services.

Prerequisite: SOM 101.

Offered Fall.

MGT 324 – Leading the Entrepreneurial Firm

This course provides a detailed analysis of and hands-on experience with the competencies required to lead entrepreneurial teams. Competencies such as personal mastery, credibility, communication skills, collaboration skills, and influence will be defined, studied, assessed, and practiced. The unique nature and demands of entrepreneurial team success will be similarly examined. Students will complete the course with an increased understanding of 1) their personal leadership skills, 2) team effectiveness skills, and 3) managing/leading in times of great change/stress.

Prerequisite: SOM 101.

Offered Spring.

MGT 325 – Career and Life Planning for Management

The course will provide an opportunity for students to develop self-awareness, personal skills and background knowledge necessary for successful personal life/career planning. Students will develop their own life/career plans based upon materials presented in this course. In a similar manner, attention will also be given to the careers of subordinates. This course is designed primarily for seniors; however, students with junior status may be admitted with permission of the instructor.

Prerequisite: SOM 101.

Offered Fall, Spring.

MGT 326 – Starting the New Venture

Formerly Fundamentals of Entrepreneurship. This course presents two parallel information flows. First is the nuts and bolts of starting a new venture, the specific details all successful entrepreneurs need to know about marketing, finance, accounting, sales and so on. The second is innovation, the creation of value, the new ideas that make life richer and better for everyone. These information flows are integrated when you develop a business plan for a product or service that could become a successful start-up. The plan requires you know the who, what, when, where and how of successful innovation. The course is designed for you if you want to start your own business, but it is useful if you plan to either work in start-ups, or become involved in new product development in larger businesses.

Prerequisites: SOM 101 and MKT 310.

Offered Fall, Spring.

MGT 330 – Interpersonal Effectiveness

The purpose of this course is to provide students with knowledge of and skills in interpersonal effectiveness. The course is designed to convey the importance of interpersonal skills in today's business climate. The course will focus on interpersonal skills commonly required of supervisors/managers.

Prerequisite: SOM 101.

Offered Fall, Spring, Summer.

MGT 335 – International Management

The purpose of this course is to provide students with knowledge of and skills in international management. The course will develop students' understanding of how cultural factors influence behavior in the workplace and in the boardroom. In addition, the course will focus on the skills and competencies needed to successfully manage culturally diverse, cross-cultural, and geographically dispersed organizations.

Prerequisite: SOM 101.

Offered Fall, Spring, Summer.

MGT 419 – Opportunities in Management

This capstone course provides both management and entrepreneurship majors the opportunity to develop and practice their business skills in working with real organizations on pro bono consulting projects under the supervision of a faculty mentor, coach and advisor. Students learn to analyze real-world business problems, identify feasible options for action, and make professional written and oral presentations to their client organizations.

Prerequisites: SOM 101, MKT 310, FIN 310, MGT 317 and MGT 319.

Restricted to seniors.

Offered Fall, Spring.

MGT 429 – Strategic Management

Covers and integrates administrative processes and decision-making under uncertainty in business areas of marketing, accounting, management, finance, personnel, and production. It also focuses on strategic and policy issues from the viewpoint of senior management in both domestic and international corporations. Case discussions help develop the conceptual framework for analysis and implementation of strategy and policy decisions.

Prerequisites: SOM 101, FIN 310, MKT 310, MGT 317 and MGT 319.

Restricted to seniors.

Offered Fall, Spring, Summer. The Summer Session I section is limited to students whose BSBA degree requirements will be completed at the end of Summer Session I.

MGT 436 – Managing the Family Business

This course focuses on the challenges of adapting "corporate type" managerial skills to family owned and operated enterprises which typically reject such practices. The goals of the course include development of a working knowledge of managing the family business, reinterpretation of corporate management concepts for the family business, and personal reflection on the roles and conditions of operating a family business.

MGT 510 – Independent Study in Management

This elective course requires a student initiated written proposal to a willing and appropriate full-time faculty member for a directed study project. Normally this is for three credits and completed during one semester. The faculty member and student must concur on a written proposal and final project. Approval by the Department Chair and the Dean is necessary prior to registration.

MGT 550 – Special Topics in Management

A comprehensive analysis of current issues in management. Specific topics are announced when the course is scheduled.

Offered Spring.

Marketing Course Descriptions

MKT 310 – Principles of Marketing

This course addresses the topics that remain relevant and important, while simultaneously emphasizing new thinking and approaches to marketing practices. Students need to be prepared to operate in the complex and dynamic marketing world of the future, they need to develop the capacity to think and act like marketers in a difficult and uncertain environment. This requires the ability to assess complex and changing marketing situations, to determine the best marketing strategies for these situations, and to execute the strategies effectively. This course serves two purposes: as a foundation for those intending to major/minor in marketing, and potentially as the sole background in marketing for other majors/minors.

Prerequisites: ENG 102, EC 101-102 and STATS 250.

MKT 313 – Professional Selling (formerly Sales Management)

Students in professional selling learn many of the skills needed to prosper in a sales position. Particularly, the stages of the professional selling process are examined, as well as the role of sales in today's marketing environment. Emphasis is placed on adaptive selling techniques and developing effective interpersonal communication skills. A detailed examination of sales careers is provided.

Prerequisite: MKT 310.

MKT 315 – Integrated Marketing Communication

Formerly Promotion Management. This course deals with all aspects of integrated marketing communication. Included are the creation and development of communication strategy (i.e., marketing research, target market selection, positioning, testing, etc.) and integrated communication tactics (i.e., advertising, public relations, sales promotion, direct marketing, media selection, etc.) as well as measurement and evaluation.

Prerequisite: MKT 310.

MKT 317 – Consumer Behavior

This course uses theories, frameworks, and concepts from disciplines such as psychology and cognitive science to understand consumer thoughts, feelings, and actions. It also examines in some depth how a sound understanding of the consumer helps marketers develop effective marketing strategies.

Prerequisite: MKT 310.

MKT 319 – Marketing Research

Fundamental techniques in marketing research including implementing marketing surveys, questionnaire construction, data analysis, sampling, interpretation of results, and report presentation.

Prerequisite: MKT 310.

IBMK 321 – Introduction to International Business

To provide students with an understanding of problems and opportunities associated with doing business across country and cultural boundaries and to encourage global business thinking and strategy formulation. Topics include the forms of international business involvement; economic, social, cultural and political conditions; national and multinational regulations of international transactions and investments; and global strategies for business operations.

Prerequisite: MKT 310 OR FIN 310.

MKT 415 – Applied Promotional Strategies (formerly Advertising Campaign Management)

This course demonstrates to students how the various aspects of the marketing mix function as an integrated system. It will offer the student extensive and practical material concerning the management of advertising campaigns including market analysis, campaign planning, creative, promotional and media recommendations. Upon completion of the course, the student will have an indication of what it takes to mount an advertising campaign.

Prerequisite: MKT 310.

Offered Spring only.

MKT 419 – Marketing Policies and Strategies

Analytical tools used in situation analysis are introduced. Systematic planning guidelines for developing marketing strategies are provided to formulate integrated marketing plans and programs.

MKT 420 – Marketing for Entrepreneurs

This course covers the critical role of marketing for entrepreneurs and start-up companies as they attempt to define and carve out a market for a new company, product or service. We will examine through both class discussion and case study how marketing must infiltrate the entire organization beginning with the concept, the business plan and through the early stage development phase. Moreover, we will discuss the creation of the new venture marketing plan, the budgeting and human resource allocation process and its integration into the business plan. We will also look at tactics from guerilla marketing through mass media executions, the potential ROI for both and their influence on the ultimate success of the enterprise.

Prerequisite: MKT 310.

IBMK 421 – International Marketing

Studies the variations in economic, social-cultural, legal-political, and business environments among different nations and how these variations affect the marketing practices across national boundaries. The goal is to provide students with the necessary skills to compete successfully in national and international markets. Particular attention is given to the formulation of marketing plans and programs and policies to integrate and coordinate such activities on a global basis.

Prerequisites: MKT 310 and IBMK 321.

IBMK 422 – Export Management

Deals with formulating strategies and developing management skills necessary to succeed in global markets through exporting. The course content includes such topics as the assessment of company readiness to export, export market potential analysis, national and international regulations, export marketing plans and programs, logistics and payments.

Prerequisites: MKT 310 and IBMK 321.

Recommended: IBMK 421.

MKT 423 – Retail Management

An introduction to the field of retail management. The course focuses on the retail environment, structure and strategy, the development and implementation of the retailing mix, and financial and managerial considerations. It also examines information systems for retailing, and looks at the internationalization of retailing and at the growth of non-store retailing activities.

Prerequisite: MKT 310.

MKT 425 – Merchandise Management

This course is for students who desire basic knowledge of Retail buying. Subject matter covered will be the buying function, locating and choosing vendors, preparing buying plans, negotiating, vendor analysis, managing incoming merchandise and data movement, buying mathematics, pricing, the merchandise budget, purchase planning, open-to-buy, and merchandising and operating reports and analysis. After acquiring some of the key principles of merchandising, students finishing this course successfully will be ready for responsibilities in Retail stores.

Prerequisite: MKT 310 **OR** FIN 310.

IBMK 430 – International Business Strategies

This course focuses on the strategic and managerial issues faced by firms whose businesses stretch across national boundaries. Emphasis is placed on the decisions and decision-processes to deal effectively with the impacts of diverse, competitive, interdependent, and interrelated market forces in international context. Included among the topics covered are the selection of market entry and ownership strategies, structural and organizational configurations, risk management, control, integration, and synergy creating.

Prerequisites: School of Management required core courses; IBMK 321 and one other International Business course.

MKT 477 – eMarketing

This course explores how we can use the principles of web marketing as effective marketing tools. The course will have the following learning components: lectures, guest lectures, web site analyses, and student project presentations.

Prerequisite: MKT 310.

MKT 510 – Independent Study In Marketing

This elective course option involves a student initiated written proposal to a willing and appropriate full-time faculty member for a directed study project. Normally this is for three credits and completed during one semester. The faculty member and student must concur on a written proposal and final project. Approval by the Department Chair and the Dean is necessary prior to registration.

Prerequisite: MKT 310.

MKT 550 – Special Topics In Marketing

An in-depth analysis of timely special issues in marketing. Specific topics are announced when the course is scheduled.

Examples of Special Topics Courses are:

Services Marketing

The course focuses on the unique challenges of managing services and delivering quality service to customers. The attraction, retention, and building of strong customer relationships through quality service (and services) are at the heart of the course content. The course is equally applicable to organizations whose core product is service (e.g., banks, transportation companies, hotels, hospitals, educational institutions, professional services, telecommunications, sporting industry, etc.) and to organizations that depend on service excellence for competitive advantage (e.g., high technology manufacturers, automotive, industrial products, etc.).

Sports Marketing

The purpose of this course is to develop an understanding of strategic marketing concepts and activities as they apply to the sports contexts. Marketing concepts and activities are examined as they relate to the marketing of sports and marketing through sports. An emphasis is placed on the international arena and issues relevant to the sports industry.

Prerequisite: MKT 310.

Distribution Management

The purpose of this course is to explain the function and value of marketing channels and define the major channel types. This course will also explain the elementary legal aspects of channel promotion, pricing, delivery and integrations systems as well as identify channel strategies.

Prerequisite: MKT 310.

MKT 520 – Marketing Internship

A project-based course that provides a work experience component for junior and senior marketing majors or minors, and allows the student to apply marketing theory in a practical context, thereby bridging the gap between education and practice. Students are assigned to a specific project working with a local business in an area of interest, for one semester generally. Students should expect to spend a minimum of 8 hours per week on the job during the 15 week semester. Written reports, including a proposal accepted by both the supervisor/employer and instructor, mid-term progress report, and final report are required. This course can be used as a marketing major elective or as a free elective.

Prerequisites: Minimum of 3.0 GPA; MKT 310 **AND** permission of instructor.

Public Administration Course Descriptions

PAD 312 – Public Finance & Budgeting

An overview of the federal, state and local government financial structure and process will be presented. Revenue and Taxation concepts and principles at each level of government will be stressed.

Prerequisites: ACCT 201-202 or equivalent.

PAD 321 – Functions and Practices of Public Management

Introduction to the field of public management including government, nonprofit, and health. Role of managers in publicly controlled bureaucracies. Techniques for analyzing and participating in public policy making including decision making, policy formulation, strategic planning, and implementation.

PAD 322 – Management of Public Organizations

An institutional and behavioral survey of Federal, State, Regional and Local governments, with an examination of the later-governmental structures and procedures. Concentration on the related knowledge, skills and tools available to the public manager.

PAD 323 – Public Management Research Methods

Introduces and applies standard social science research methods and descriptive and inferential statistics typically used by public and nonprofit managers to design quantitative research projects as well as sample, collect, and analyze data. Introduces the use of SPSS computer software to compile and test social science data.

Prerequisites: MATH 134 or STATS 250 or equivalent, PAD 326.

PAD 324 – Legal and Administrative Research

Examines the U.S. legal system and the legal basis of governmental organizations, including rule-making and adjudication as well as judicial and administrative review. Introduces case method and legal research in the context of contemporary public and administrative law issues and cases.

Prerequisites: BLW 214 or GVT 110 or equivalent.

PAD 325 – Public Service Organizations and Groups

A study of the nonprofit and health care administration fields including organization structures, management and policy concerns, and administrative challenges.

PAD 326 – Public Policy Analysis

A study of several analytic tools used to develop and evaluate public policies in areas such as housing, transportation, welfare and taxes. Both quantitative and qualitative techniques will be used. The student will have ample opportunity to analyze one policy area.

PAD 361 – Public Human Resource Management

Survey course that covers the evolution of the original civil service system and the merit principles to modern public personnel management. Topics include testing and selection, wage and salary determination, performance appraisal, discipline and grievance procedures and personnel law.

PAD 360 – Public Labor/Management Relations

A survey course covering the history of the U.S. Labor Movement and the development of U.S. Labor Policy, especially as it relates to the public sector. Topics include union organizing, bargaining unit certification, collective bargaining, and the grievance-arbitration process.

PAD 410 – Public Management Internship

Approximately 150 hours of working in a government, nonprofit, or health care organization designed to offer the student the opportunity to work on a specific project of importance to the host organization.

PAD 411 – Strategic Planning in Public Administration (CAPSTONE)

Designed to familiarize students with theory and research on groups and teams, leadership, and organizational culture. The course provides an understanding of the role and importance of ethics in public service and a framework for making ethical and value-based decisions.

Prerequisites: PAD 321, PAD 326, PAD 361.

Minor in General Business Studies for CAS Students

The Sawyer School of Management offers a minor in General Business Studies for Suffolk University students enrolled in the College of Arts and Sciences who choose to develop a basic understanding and appreciation of business administration. The Minor requires 18 hours of semester course work selected from among the following business courses:

| Required Courses | 9 Credit Hours |
|------------------|----------------|
|------------------|----------------|

Must be completed

| | |
|----------|--------------------------------------|
| SOM 101 | Business Organization and Leadership |
| ACCT 201 | Accounting and Decision Making I |
| ACCT 202 | Accounting and Decision Making II |

| Elective Courses | 9 Credit Hours |
|------------------|----------------|
|------------------|----------------|

Select three from the following list. No more than two can be in the same functional area (i.e., department). Note that all 300-level Sawyer School courses require junior status (54 credit hours). All course prerequisites must be satisfied.

| | |
|----------|---|
| ACCT 331 | Cost Accounting Prerequisites: MATH 134, ACCT 202 |
| ACCT 421 | Taxation Prerequisite: ACCT 202 |
| BLW 214 | Introduction to Contracts & Legal Studies Prerequisite: None |
| BLW 215 | Ethics and Jurisprudence in the Regulatory Environment Prerequisite: None |
| FIN 210 | Personal Finance Prerequisite: None |
| FIN 310 | Business Finance Prerequisites: ACCT 202, EC 101-102, STATS 250 |
| FIN 315 | Principles of Investments Prerequisite: FIN 310 |
| FIN 319 | Money and Capital Markets Prerequisites: EC 101 and EC 102 |
| ISOM 212 | Web Content Development Prerequisite: SOM 120 or equivalent |
| ISOM 310 | Management Information Systems Prerequisites: ENG 102, SOM 120 or equivalent |
| ISOM 313 | Systems Analysis and Design Prerequisite: SOM 120 or equivalent |
| ISOM 314 | Structured Programming Prerequisite: SOM 120 or equivalent |
| ISOM 319 | Operations Management Prerequisites: SOM 101, MGT 201 |

| | |
|----------|--|
| MGT 201 | Management Science Prerequisites: SOM 101, MATH 134, STATS 250 |
| MGT 317 | Organizational Behavior Prerequisites: ENG 102, SOM 101 |
| MGT 320 | Management of Small Business Prerequisites: SOM 101, MKT 310 |
| MGT 321 | Introduction to Entrepreneurship Prerequisites: SOM 101 |
| MGT 330 | Interpersonal Effectiveness Prerequisite: SOM 101 |
| MGT 335 | International Management Prerequisite: SOM 101 |
| MKT 310 | Principles of Marketing Prerequisites: ENG 102, ACCT 202, EC 101-102, STATS 250 |
| MKT 313 | Sales Management Prerequisite: MKT 310 |
| MKT 423 | Retail Management Prerequisite: MKT 310 |
| IB 321 | International Business Prerequisite: MKT 310 |
| IBFN 417 | Multinational Financial Management Prerequisite: FIN 310 |

Sawyer School Academic Advisor

A student seeking to Minor in General Business Studies should consult with the Sawyer School Dean's Office. CAS students will be assigned an academic advisor within the Sawyer School of Management to discuss courses and obtain approval for specific course selection. Any substitution for the prescribed course requirements must receive prior approval from the Sawyer School of Management Dean's Office.

Minimum Requirements

The Minor in General Business Studies requires 18 semester hours of approved course work completed with a cumulative grade of 2.0 (C) or better. In addition:

- A minimum of 9 semester hours (including at least one 300-level course at Suffolk) must be completed in the Sawyer School of Management.
- A student may transfer up to 9 semester hours of course work with grades "C" or better, based on equivalent course work taken prior to enrollment at Suffolk University.
- A maximum of 30 semester hours of business school credits may be counted towards the completion of a CAS degree.
- All prerequisite course requirements must be met.

GRADUATE PROGRAMS

Graduate Objectives

In our interdependent global economy, the not-for-profit, public and private sectors require managers who have the skills, knowledge, values and sensitivities to be leaders and effective decision makers in their organization. The Sawyer School, through the MBA, MPA and specialized graduate programs, offers opportunities for personal growth, professional development and advancement by providing students with the interpersonal and functional managerial and administrative skills they need to succeed in our increasingly complex, diverse, and changing environment.

The Sawyer School of Management offers the following graduate degree programs:

- MBA
- MBA/Corporate Financial Executive Track
- MBA/Health
- MBA/Entrepreneurship
- MBA/Non-Profit
- Global MBA (full-time only)
- MBA Online
- Executive MBA
- Accelerated MBA for Attorneys
- Accelerated MBA for Music Management Majors at Berklee College
- Accelerated MBA for CPAs
- Accelerated MBA for ASQ members
- MBA and GDPA
- MHA (Master of Health Administration)
- MPA (Master of Public Administration)
- MSF (Master of Science in Finance)
- MSFSB (Master of Science in Financial Services and Banking)
- MSA (Master of Science in Accounting)
- MST (Master of Science in Taxation)

Locations

The Suffolk MBA and MPA degrees are offered on Suffolk's main Boston campus, at Cape Cod Community College, West Barnstable, Massachusetts, and at Merrimack College, North Andover, Massachusetts. The Suffolk MBA is also offered at Dean College in Franklin, Massachusetts.

The Sawyer School offers several joint degrees:

- MBA/MSA
- MBA/MSF
- MBA/MST
- MPA/MS in Mental Health Counseling
- MPA/MS in Criminal Justice
- MPA/MS in Political Science

The Sawyer School also offers the following joint degree programs with Suffolk University Law School:

- JD/MBA
- JD/MPA
- JD/MSF

Certificate/Diploma Programs:

- ACT (Advanced Certificate in Taxation)
- APC (Advanced Professional Certificate)
- CASPA (Certificate of Advanced Study in Public Administration)
- CPASF (Certificate Program of Advanced Study in Finance)
- APE (Advanced Program in Entrepreneurship)
- GDPA (Graduate Diploma in Professional Accounting)

Advising

The specific program directors and the academic departments provide academic advising to both full-time and part-time students. Sawyer School academic administrators, department chairs, and faculty all schedule some office hours during the day and evening to assist students with their program of study and course registration.

Office Location

8th Floor, Sawyer Building

Sawyer School of Management

Office Hours

Graduate Programs Office

| | |
|---------------------------|---|
| Fall and Spring Semesters | Monday through Thursday 8:45 am – 7:15 pm Friday 8:45 am – 4:45 pm |
| Summer Sessions | Monday and Tuesday 8:15 am – 7:15 pm Wednesday, Thursday and Friday 8:15 am – 4:45 pm |

Office hours for **Sawyer School faculty** are posted on individual faculty office doors, or by contacting the departments listed below:

| | |
|---------------------|--------------|
| Accounting | 617-573-8040 |
| Business Law | 617-573-8652 |
| Information Systems | 617-573-8331 |
| Finance | 617-573-8641 |
| Management | 617-573-8336 |
| Marketing | 617-573-8651 |
| Public Management | 617-573-8330 |

Graduate Programs Contacts

| | |
|--|--------------|
| MBA Programs | 617-573-8306 |
| Global MBA | 617-305-1707 |
| Executive MBA | 617-573-8660 |
| MBA Online | 617-573-8334 |
| MS in Accounting Programs | 617-573-8339 |
| MS in Finance Programs | 617-573-8641 |
| MS in Taxation Programs | 617-573-8361 |
| Public Management Graduate Programs | 617-573-8024 |
| Suffolk Graduate Programs at Cape Cod Community College | 508-375-4083 |
| Suffolk Graduate Programs at Merrimack College | 978-837-5143 |
| Suffolk Graduate Programs at Dean College | 508-541-1972 |

Admission Requirements*

Required credentials for admission include:

- a completed application form;
- the appropriate non-refundable application fee (\$50);
- a current resume;
- two recommendation letters;
- official transcripts of all prior academic work (the Sawyer School of Management requires proof of completion of the undergraduate degree);
- professional goals statement;
- official score reports:

GMAT (Graduate Management Admissions Test) for all Sawyer School of Management Programs except MPA and the Accelerated MBA for Attorneys; The GMAT may not be required for those who have passed the CPA exam, demonstrated professional competence and have an undergraduate GPA of at least 2.7. The MSF/JD requires the GMAT and the LSAT. The MBA/JD requires the LSAT.

The **LSAT** (Law School Admission Test) is required for all joint degree programs with Suffolk University Law School.

Courses in business administration or public management are not required for admission to the Sawyer School. For both full-time and part-time master's programs, candidates must demonstrate evidence of academic and management potential. In addition to the GMAT, prior academic performance and work experience are evaluated in the admission process.

**See the Global MBA section of this catalog for admissions requirements.*

International Applicants

Suffolk University welcomes qualified international students to its full-time graduate programs. In addition to the requirements outlined above, the candidate must submit:

- an explanation of the grading system if the candidate's undergraduate education was not received in an American institution,
- official TOEFL test score; if English is not the candidate's native language, this requirement is waived for permanent residents of the United States and those candidates possessing a baccalaureate degree from a U.S. college or university;
- a statement of Financial Resources certifying that sufficient funds exist to cover the candidate's academic and living expenses.

Waiver/Transfer Policy

Students admitted to the Sawyer School may waive core courses and transfer up to two electives based on specific program criteria and residency requirements, as detailed in each of the following programs. In the MBA Program up to two electives may be transferred from an AACSB International MBA Program with a grade of B or better. (Not applicable to Global MBA.)

Deadlines and Notification

Excluding the Executive MBA, Global MBA, MSF, and MSFSB programs, all graduate programs admit students to the Fall, Spring, and Summer semesters of the academic calendar. The Executive MBA, MSF, and MSFSB degree programs admit students in the Fall and the Spring only. The Global MBA admits students in the Fall only. A part-time Global MBA program is being developed and will be offered in fall 2004.

Deadlines for full-time and part-time admission:

Fall Semester **March 15**
(if applying for financial aid)

Pending funding, fellowship applicants reviewed through May 1

June 15
August 15
(Executive Programs only)

Spring Semester **November 15**
February 15
(Executive Programs only)

Summer Sessions **April 15**

Applications submitted after these dates will be considered on a space-available basis only.

The Graduate Admissions Committee relies on a variety of factors to determine a candidate's potential for success in graduate school. Entry-level, mid-career, and career-change applicants are regarded as viable candidates.

The Graduate Admission Committee evaluates each application as they become complete and makes an effort to notify candidates of their admission decision within four weeks.

Admitted students, wishing to enroll in a graduate program at Suffolk University, remit a \$100 (\$200 for Ph.D. and Executive Programs and \$150 for Global MBA) non-refundable deposit, to reserve a place in the entering class. The non-refundable deposit is credited to the tuition bill at the time of registration.

Non-Degree Graduate Student Status

Available only to prospective MBA candidates, the Sawyer School offers the **Management Advancement Professional Studies** option (MAPS) that allows experienced, academically qualified individuals to take two MBA core courses through a personal interview with the Dean of Graduate Programs prior to formal admission to the MBA Program. MAPS does not apply to the Global MBA.

Tuition and Costs

For information regarding tuition and costs for graduate studies, please refer to the section in this catalog entitled Tuition and Fees.

Financial Aid

A variety of financial aid options are available to graduate students. For more information please contact the Financial Aid Office, (617) 573-8470. Merit-based fellowships are available for full-time students and academic scholarships for qualified part-time students. All admitted candidates are considered for merit-based fellowships/scholarships.

Academic Standing

Students are expected to earn a 3.0 "B" or better in all courses attempted. Failure to maintain this average can lead to academic dismissal. Refer to the Sawyer School of Management Graduate section of this catalog for specific academic standing information.

Grading System

| Letter Grade | | Grade Point Average |
|--------------|-----------------------|---------------------|
| A | | 4.0 |
| A- | Satisfactory | 3.7 |
| B+ | Performance | 3.3 |
| B | | 3.0 |
| <hr/> | | |
| B- | | 2.7 |
| C+ | Unsatisfactory | 2.3 |
| C | Performance | 2.0 |
| F | | 0.0 |
| <hr/> | | |
| I | Incomplete | |
| L | Non-Evaluative Grades | |
| W | Withdrawal | |

Graduate Warning

A graduate warning is issued:

- if the student's grade point average falls below a 3.0 ("B") for the first time or
- a student receives a cumulative total of two "C" grades with a grade point average above 3.0

Subject to Dismissal

- A graduate warning has previously been issued and the student's cumulative grade point average falls below 3.0 (B),
- An F grade with a GPA of above 3.0

Dismissed

- An F grade with a GPA of below 3.0
- Two F grades
- A student may retake one graduate course where an F grade has been received. The new grade will be included in his/her GPA. The original F will remain on the transcript, but will not be included in the GPA. Only **one** course with an F grade may be retaken during the student's graduate program. If a second F is received, the grade will remain on the transcript and be included in the GPA.

"I" (incomplete) indicates failure to complete the course requirements. The "I" grade is given, at the instructor's discretion, only if the student has completed at least half of the course requirements successfully at the end of the semester and there is a reasonable expectation that all course requirements can be completed in one academic year.

The "I" grade in the Sawyer School converts automatically to an "F" after one calendar year, unless the instructor submits a grade or officially extends the incomplete.

The Sawyer School of Management requires an Incomplete Form to be completed by the student and the instructor of the course. Upon completion, the form is returned to the Registrar's Office.

Normally, degree requirements should be completed within five years.

Course Numbering System

Graduate Level

| | |
|---------|--|
| 600-899 | Graduate Courses |
| 900-999 | Graduate Directed Study Course (faculty permission required) |

Re-Admission to Suffolk University

Students re-entering after an absence of one semester or more should request a special re-entry form from the Graduate Admissions Office. Re-entry is on a space available basis.

For further information on any graduate programs offered at Suffolk University, please contact the Graduate Admissions Office, 20 Beacon Street, Boston, MA 02108-2770, (617) 573-8302. Fax Number (617) 523-0116.

E-Mail: grad.admission@suffolk.edu

Special Programs

The MBA Internship

The MBA Internship program allows you to earn three academic credits by spending eight or more hours per week helping to solve actual business problems or issues facing public and not-for-profit organizations. The objective of the internship experience is to simulate an initial assignment for a newly hired MBA and to give participants the opportunity to apply classroom knowledge in a "real-world" business environment. Recent internship assignments have ranged from a competitive analysis of the market for a cardiac ultrasound machine for Hewlett Packard to a strategic analysis and plan for mergers and acquisitions in the telecommunications industry.

Co-Ops

Co-ops are paid, short-term positions for graduate students. They are available through the Office of Career Services, 20 Beacon Street.

International Seminars

The MBA and MPA programs offer both full-time and part-time students short overseas seminars (one to two weeks) as three credit electives. These seminars require pre- and post-travel meetings in Boston, are hosted by one of our foreign university partners, and involve extensive visits to companies, government agencies, and other organizations in the host country. Among past seminars are programs offered in Europe, Asia, and Latin America, hosted by universities in Ireland, France, the Czech Republic, Argentina, England, China, and Turkey, among others. Suffolk Global MBA students are required to participate in a one-week international orientation, a one-to-two week overseas seminar, and a three-month professional internship in a country outside their home country.

Student Activities

The following student organizations are available to graduate students:

The *MBA Association* plans professional and social activities, and a series of guest lectures on current management topics.

The *MPA Association* sponsors programs designed to improve the quality of education for public administration students.

The *Graduate Student Association* is the representative body for all graduate students. Its goal is to promote and maintain quality services for graduate students.

Academic Honors

Each year the University recognizes students for outstanding scholarship, leadership and service to the Suffolk community. The following awards are granted at the end of each academic year.

Beta Gamma Sigma

The Beta Gamma Sigma National Honor Society honors the top business and management undergraduate and graduate students. The purpose of Beta Gamma Sigma is to encourage and reward scholarship, to promote the advancement of high quality education in business and, to foster integrity in the conduct of business operations. These objectives are achieved through awards, recognition of outstanding institutions, seminars and publications. To be eligible for membership, a student must rank in the upper 20 percent of the master's class. Students are elected to membership and publicly recognized during the spring semester.

Financial Management Association National Honor Society

The Financial Management Association National Honor Society rewards scholarship and achievement by undergraduate and graduate students majoring in Finance. To be eligible for membership a graduate student must have completed one half of their program and hold a 3.6 or better overall cumulative average, and specialize in the financial area. Selection is made during the first month of the fall and spring semesters.

Pi Alpha Alpha

Pi Alpha Alpha is a national honor society formed to recognize and promote excellence in the study and practice of public affairs and administration. PAA membership identifies those with the highest performance levels in educational programs preparing them for public service careers. To be inducted, students must:

1. Be enrolled in MPA, MHA, or any other joint MPA program;
2. Complete at least 27 credit hours (18 credit hours in the 10-course MHA);
3. Remove all incompletes (except internship or practicum);
4. Have a cumulative GPA in the top 20% of those students meeting requirements one and two.

GRADUATE PROGRAMS IN BUSINESS ADMINISTRATION

MBA

The Suffolk MBA program is internationally accredited by AACSB International – The Association to Advance Collegiate Schools of Business. The MBA Program is offered in a full-time or part-time format; in a “Saturday-only” executive format; an online format; and as a joint degree (JD/MBA) with the Suffolk University Law School. The Suffolk MBA is also offered on the campus of Cape Cod Community College in West Barnstable, at Merrimack College in North Andover, Massachusetts and at Dean College in Franklin, Massachusetts.

Based upon a strong integrative core, the MBA program provides a pragmatic and theoretical framework within its curriculum. Additional breadth and depth is provided through a dozen specializations and over 100 advanced elective courses in selected functional areas of management. Students explore areas of special interest by selecting from a broad range of elective course offerings, through co-ops, internships, and directed individual study opportunities.

The MBA Degree consists of 10 to 18 courses (or 31 to 55 credits). A student with strong prior academic preparation in business or management typically completes the MBA program in 10 to 14 courses, depending on waiver review. A student without prior academic preparation in business or management enrolls in all MBA core courses and completes the degree with a maximum of 18 courses.

Admissions

Requirements for admissions into the MBA are specified on the preceding pages.

Management Advancement Professional Studies (MAPS)

On a limited, selective basis, individuals with strong undergraduate academic performance (GPA of 2.8 or higher) and at least three years full-time work experience have the opportunity to enroll in two MBA core courses before formally applying for admission. The MAPS Program requires a personal interview with the Dean of Graduate Programs and submission of a letter of recommendation, resumé, and undergraduate transcript(s). These two courses are applied toward the MBA degree if the applicant meets all admission requirements for the Suffolk MBA Program. Not applicable to the Global MBA.

Advising

The Graduate Programs Office and the Academic Departments provide academic advising to both full-time and part-time students. All students are encouraged to discuss their academic interests, goals and concerns with the Dean of Graduate Programs or the Assistant Dean of Graduate Programs, Sawyer School of Management department chairs and faculty.

The Dean of Graduate Programs and Assistant Dean of Graduate Programs are available to assist students with their programs of study. The Office of the Dean and the Graduate Studies Office maintain evening hours during the semester to handle immediate student concerns.

Degree Requirements

The faculty will recommend to the President and Trustees of Suffolk University the degree of Master of Business Administration upon satisfactory completion of the following conditions:

- all graduate courses are satisfactorily completed, and
- an overall average of 3.0 (“B”) or better is achieved for the entire graduate program.
- all Incompletes have been removed from the transcript.

Degree requirements are normally completed within five years after the start of graduate work.

MBA Requirement (31 credits)

Students are normally required to complete a minimum of 31 semester hours at the Sawyer School of Management for the 55 credit hour curriculum effective fall 2003. For those students on the prior 52 credit hour MBA Program, a minimum of 34 credits must be completed in the Sawyer School of Management.

MBA EDGE Program

The MBA EDGE program complements the student's academic study by providing professional development of networking opportunities. Activities include an executive luncheon series, and workshops on interview and resume writing and presentation skills.

MBA Curriculum

Full-time: 10 to 16 months

Part-time: 16 to 28 months

Total Credits: 31 to 55

Total 3-Credit Equivalent Courses: 10 to 18

| Required Introductory Business Simulation | | 1 Credit |
|---|------------------|----------|
| MBA 600 | MBA Experiential | |

| MBA Core Courses* | | 24 Credits |
|-------------------|---|------------|
| MBA 610 | Organizational Behavior | |
| MBA 620 | Statistical Methods | |
| MBA 625 | Operations Management (prerequisite: MBA 620) | |
| MBA 630 | Economic Analysis for Managers | |
| MBA 640 | Corporate Financial Reporting and Control | |
| MBA 650 | Value-Based Financial Management (prerequisites: MBA 630 and MBA 640) | |
| MBA 660 | Marketing: The Challenge of Managing Value | |
| MBA 670 | Information Management for Competitive Advantage (prerequisite: MBA 625) | |
| MBA 680 | Managing in the Ethical and Legal Environment | |

* May be waived

| Global Requirement | | 3 Credits |
|--------------------|------------------------------------|-----------|
| MBA 780 | Managing in the Global Environment | |

| MBA Electives | | 24 Credits – 8 Courses |
|--|--|------------------------|
| Must be chosen from courses numbered 800 and above. One must be in the international business area. Electives may not be waived. | | |

Specialization Option

Four electives in one functional area comprise a specialization. You may choose to specialize in one of the following: accounting, business law, e-commerce, entrepreneurship, finance, health care management, international business, marketing, not-for-profit, organizational behavior, strategic management, taxation; or the corporate financial executive track. To insure breadth in management skills, a maximum of two electives in any area outside the specialization are permitted.

| Required MBA Capstone | | 3 credits |
|-----------------------|----------------------|-----------|
| MBA 800 | Strategic Management | |

Waiver Policy

Core courses may be waived. Required MBA Courses (MBA 600, MBA 780 and MBA 800) cannot be waived.

To waive a **Core Course** a student must:

- successfully complete equivalent academic course work at the undergraduate/graduate level in the past seven years (B or better).

All waiver requests are evaluated upon a student's acceptance into the MBA Program and are waived during the student's first semester. A student receives credit for each course waived, thereby reducing the total number of courses for the MBA degree. All students must, however, complete a minimum of 31 credits (10 courses and MBA 600) in the Sawyer School of Management.

Transfer Credit

Transfer credit is granted for core courses if:

- the graduate level course(s) is (are) completed at an AACSB International accredited college or university and
- the course(s) was (were) taken within the last seven years; with a grade of "B" or better; and if
- the course(s) is (are) not used towards another degree.
- two electives can be transferred if completed at an AACSB International accredited college or university with the prior approval of the Dean of Graduate Programs.

Academic Standing

A grade point average of 3.0 ("B") or better is required to complete a graduate degree. Students are expected to earn a 3.0 in all courses attempted. It is the student's responsibility to monitor his/her academic progress. Formal guidelines for academic performance in graduate courses are as follows:

Graduate Warning

A graduate warning is issued:

- if the student's grade point average falls below a 3.0 ("B") for the first time or
- a student receives a cumulative total of two "C" grades with a grade point average above 3.0

Subject to Dismissal

- A graduate warning has previously been issued and the student's cumulative grade point average falls below 3.0 (B),
- An F grade with a GPA of above 3.0

Dismissed

- An F grade with a GPA of below 3.0
- Two F grades
- A student may retake one graduate course where an F grade has been received. The new grade will be included in his/her GPA. The original F will remain on the transcript, but will not be included in the GPA. Only **one** course with an F grade may be retaken during the student's graduate program. If a second F is received, the grade will remain on the transcript and be included in the GPA.

Students can appeal to the Office of the Graduate Dean and the faculty Graduate Programs Committee for readmission based on special considerations following the procedures outlined in the Academic Standing section of this catalog.

Incompletes can be given with permission of the instructor and automatically convert to an "F" grade after one year, unless the instructor submits a grade.

The Sawyer School of Management requires an Incomplete Form to be completed by the student and the instructor of the course. Upon completion, the Form is returned to the Registrar's Office.

Reentry to the MBA Program

Students who left the program in good academic standing and choose to return to the MBA program after an absence of a year or more, do not require a new application for admission. Individuals absent for five or more years do and must meet with the Dean of Graduate Programs.

Previous MBA course work is reviewed for currency and content to determine if credits earned previously are retained upon reentry. To reenter the MBA Program contact the Graduate Admissions Office.

Accelerated MBA Program

Assuming strong undergraduate preparation in business, the waiver policy allows a student to complete the MBA Program in as few as 10 courses (31 credits) in 10 months full-time or 16 months part-time study. Excluding the MBA Required Courses (MBA 800, Strategic Management and MBA 780, Managing in the Global Environment and MBA 600, MBA Experiential) a student can waive Core Courses under the criteria discussed under Waiver Policy.

Accelerated MBA Program for Attorneys

The Accelerated MBA Program for Attorneys is open to graduates of ABA-approved law schools and offered at all MBA sites. Students in their final year of law school (third year day students/fourth year evening students) can apply for provisional acceptance into this program, however, acceptance is conditional upon satisfactory completion of the Juris Doctor (JD) or equivalent degree. The GMAT exam is waived with documentation of the LSAT. The Accelerated MBA for Attorneys consists of 10 to 13 courses (31 to 40 credits), depending upon waiver eligibility.

Attorneys, based on previous law school course work, shorten the 18-course MBA program by 5 courses. Sawyer School course work is completed on either a full- or part-time basis. Students who have completed prior undergraduate or graduate level business school course work may also be eligible to substitute additional MBA electives for required core courses.

Ten (10) MBA courses (or 30 credits) must be completed at the Sawyer School of Management.

Accelerated MBA Program for Music Management Majors

The Sawyer School of Management at Suffolk University offers an Accelerated MBA Program for Music Management majors at the Berklee College of Music. Students who have appropriate credentials could feasibly waive required core courses, shortening their MBA program by one semester.

Accelerated MBA for CPAs

The Sawyer School of Management has created a strategic alliance with the Massachusetts Society of Certified Public Accountants by establishing the Accelerated MBA for CPAs. Accelerated and tailored to MSCPA members, you can complete this 10 to 16 course MBA in 10 to 16 months full-time and 16 to 24 months part-time. The program includes eight electives. The GMAT entry exam is waived (for those with a 2.7 undergraduate GPA **OR** 10 years experience in the field) based on passing the CPA exam and demonstrated professional competence.

MSCPA members may receive credit for two MBA courses through their professional CPEs. The program is offered at the Boston campus, offsite at Cape Cod Community College, Merrimack College and Dean College, Franklin, MA in the MBA Online, and in the Saturday-only Executive MBA format. CPAs will enhance their management skills with an MBA, and also through classroom interactions with fellow students from diverse business sectors and organizations. Enhance your management skills and increase your strategic value to your clients and your organization with Suffolk's Accelerated MBA for CPAs.

Accelerated MBA for ASQ Members

The Sawyer School of Management and the American Society for Quality-Boston Chapter have collaborated to establish the Accelerated MBA for ASQ members. With the Suffolk MBA, professionals working in Quality can increase their managerial skills and their strategic value to their organization. Qualified ASQ members from any of the organization's national or international chapters can complete this MBA in 30 to 49 credits or the equivalent of 10 to 16 three-credit courses.

Joint Degree Programs

MBA/MSA Joint Degree Program

The MBA/MSA consists of 14 to 25 courses, depending upon course waivers. The MBA/MSA can be completed with five additional courses beyond the MBA.

The MBA/MSA is for those students seeking to develop a general management perspective and a deep expertise in the preparation, presentation and interpretation of accounting information and applying methods of accounting and financial analysis to management problems. Beyond technical knowledge, the joint program establishes a framework for career-long development. The curriculum stresses strategic thinking, including knowledge of strategic analysis and the assessment and management of risk, and the application of accounting and financial analysis in strategy and organizational process. Graduates of the joint program are expected to become professionally qualified with either the CPA or the CMA.

Interested students should contact Professor Morris McInnes about the MBA/MSA.

Waivers and Transfer Credits

MBA Core Courses may be waived according to the existing rules of the MBA Program. MSA Core Courses may be waived, and transfer credit granted, according to the existing rules of the MSA Program.

Admission

Admission requirements are listed in the Graduate Programs section of this catalog.

Advising

Students will see the Director of Graduate Programs in Accounting.

Requirements to Graduate

Students must maintain a grade point average of 3.0 or better in the courses they are required to take at Suffolk University to complete the MBA/MSA degree.

MBA/MSA Curriculum

The MBA/MSA consists of 43-76 credits.

| MBA Required Introductory Course | | 1 Credit |
|---|------------------|-----------------|
| MBA 600 | MBA Experiential | |

| MBA Core Courses* | | 24 Credits |
|--------------------------|--|-------------------|
| MBA 610 | Organizational Behavior | |
| MBA 620 | Statistical Methods | |
| MBA 625 | Operations Management | |
| MBA 630 | Economic Analysis for Managers | |
| MBA 640 | Corporate Financial Reporting and Control | |
| MBA 650 | Value-Based Financial Management | |
| MBA 660 | Marketing: The Challenge of Managing Value | |
| ACCT 865 | Information Technology and Financial Information | |
| BLLS 800 | Business Law | |
| * May be waived | | |

| Global Requirement | | 3 Credits |
|---------------------------|---|------------------|
| MBA 780 | Managing in the Global Environment (prerequisites: all MBA core courses) | |

| MSA Core Courses* | | 9 Credits |
|--------------------------|--|------------------|
| ACCT 801 | Graduate Intermediate Accounting I | |
| ACCT 802 | Graduate Intermediate Accounting II | |
| ACCT 804 | Cost Information, Decision and Control | |
| * May be waived | | |

| MSA Required Courses** | | 15 Credits |
|---|--|-------------------|
| ACCT 824 | Corporate Financial Reporting and Analysis | |
| ACCT 825 | Corporate Financial Planning and Control | |
| ACCT 861 | Accounting Theory and Practice | |
| ACIB 872 | International Financial Analysis and Control | |
| **These courses may be waived and another elective substituted. | | |

| Electives | | 27 Credits |
|--|--|-------------------|
| Elective courses must be chosen at the 800 level or higher. No more than four courses (12 credits) may be from a single subject area. Choices of electives are recommended. See MSA section for details. | | |

| Required MBA Capstone | | 3 Credits |
|------------------------------|----------------------|------------------|
| MBA 800 | Strategic Management | |

MBA/MST Joint Degree Program

The MBA/MST joint program requires 16 to 24 courses, depending on course waivers. The MBA/MST can be completed with five additional courses beyond the MBA.

The MBA/MST allows students to develop a deep expertise in taxation and a sound grasp of general management. The joint program prepares students for high level careers in tax consulting and advising, most particularly in a corporate or trust context. Students who possess a CPA, or who are preparing to become professionally qualified, are likely to find this an especially attractive option.

Interested students should contact Professor James Angelini about the MBA/MST.

Waivers and Transfer Credits

MBA Core Courses may be waived according to the existing rules of the MBA Program. MST Core Courses may be waived, and transfer credit granted for required courses, according to the existing rules of the MST Program.

Admission

Admission requirements are listed in the Graduate Programs section of this catalog.

Advising

Students will see the Director of Graduate Programs in Taxation.

Requirements to Graduate

Students must maintain a grade point average of 3.0 or better in the courses they are required to take at Suffolk University to complete the MBA/MST degree.

MBA/MST Curriculum

The MBA/MST consists of 49-76 credits.

MBA Required Introductory Course 1 Credit

MBA 600 MBA Experiential

MBA Core Courses* 24 Credits

| | |
|----------|--|
| MBA 610 | Organizational Behavior |
| MBA 620 | Statistical Methods |
| MBA 625 | Operations Management |
| MBA 630 | Economic Analysis for Managers |
| MBA 640 | Corporate Financial Reporting and Control |
| MBA 650 | Value-Based Financial Management |
| MBA 660 | Marketing: The Challenge of Managing Value |
| ACCT 865 | Information Technology and Financial Information |
| BLLS 800 | Business Law |

* May be waived

Global Requirement 3 Credits

MBA 780 Managing in the Global Environment

MST Core Courses* 9 Credits

| | |
|----------|-------------------------------------|
| ACCT 801 | Graduate Intermediate Accounting I |
| ACCT 802 | Graduate Intermediate Accounting II |
| ACCT 803 | Graduate Advanced Accounting |

* May be waived

MST Required Courses** 21 Credits

| | |
|---------|---------------------------------------|
| TAX 801 | Issues in Federal Taxation |
| TAX 861 | Tax Research |
| TAX 862 | Taxation of Corporations |
| TAX 863 | Taxation of Pass-Through Entities |
| TAX 864 | Tax Practice and Procedure |
| TAX 867 | Advanced Topics in Corporate Taxation |
| TAX 871 | Taxation of Estates, Trusts and Gifts |

**These courses may be waived and another elective substituted.

MBA Electives 15 Credits

Elective courses must be chosen at the 800 level or higher. No more than four courses (12 credits) may be from a single subject area. Maximum 1 additional tax course. One course must be international. Maximum 2 electives in an area other than tax. Choices of electives are recommended. See MST section for details.

Required MBA Capstone 3 Credits

MBA 800 Strategic Management

MBA/MSF Joint Degree Program

The MBA/MSF program provides students with a broad-based managerial education and specialized expertise in the field of finance. The MBA/MSF degree can be completed with seven additional courses beyond the MBA degree. Because of current INS regulations, this program is available only to U.S. citizens and permanent residents. Two master's degrees will be awarded when all degree requirements for both programs are fulfilled.

Interested students should contact the Assistant Dean and Director of MBA Programs about MBA degree and Mary Jane Walker, Associate Director, MS in Finance Programs, about MSF degree.

Waivers and Transfer Credits

MBA Core Courses may be waived according to the existing rules of the MBA Program. MST Core Courses may be waived, and transfer credit granted for required courses, according to the existing rules of the MST Program.

Admission

Admission requirements are listed in the Graduate Programs section of this catalog.

Advising

Students will see the Assistant Dean and Director of MBA Programs for MBA advising and the Associate Director, MS in Finance Programs, for MSF advising.

Requirements to Graduate

Students must maintain a grade point average of 3.0 or better in the courses they are required to take at Suffolk University to complete the MBA/MSF degree.

MBA/MSF Curriculum

The MBA/MSF consists of 52-76 credits (17-25 courses).

MBA Required Introductory Course 1 Credit

MBA 600 MBA Experiential

MBA Core Courses* 24 Credits

MBA 610 Organizational Behavior
MBA 620 Statistical Methods
MBA 625 Operations Management
MBA 630 Economic Analysis for Managers
MBA 640 Corporate Financial Reporting and Control
MBA 650 Value-Based Financial Management
MBA 660 Marketing: The Challenge of Managing Value
MBA 670 Information Management for Competitive Advantage
MBA 680 Managing in the Ethical and Legal Environment

* May be waived

Global Requirement 3 Credits

MBA 780 Managing in the Global Environment

MSF Required Courses 7 Courses, 21 Credits

MSF 808 General Theory in Corporate Finance
MSF 810 Investment Analysis
MSF 812 Capital Budgeting
MSF 814 Options and Futures
MSF 816 Financial Institution Management
MSF 818 Econometrics
MSF 820 Financial Policy

Electives 24 Credits

6 MBA electives (1 must be in the international business area)
2 MSF electives

Required MBA Capstone 3 Credits

MBA 800 Strategic Management

Combined MBA and GDPA Program

The Combined MBA and GDPA Program allows students to develop a foundation in accounting, preparing themselves for positions of leadership in public accounting, or financial management positions in industry, commerce, not-for-profit and governmental organizations.

An MBA student may choose at any time before graduating to enter the Combined MBA and GDPA Program. Students will be awarded the GDPA when degree requirements have been met for both the MBA and GDPA.

Students choosing this combined program complete the MBA, and an additional two courses to earn the GDPA. The program is designed especially for students considering the CPA or the CMA professional qualification.

Waivers and Transfer Credits

MBA Core Courses may be waived according to the existing rules of the MBA Program.

Admission

Admission requirements are listed in the Graduate Programs section of this Catalog.

Advising

Students on joining the joint program will see the Director of Graduate Programs in Accounting.

Requirements to Graduate

Students must maintain a grade point average of 3.0 or better in the courses they are required to take at Suffolk University to complete the MBA/GDPA degree.

Combined MBA and GDPA Curriculum

The MBA/GDPA consists of 40-57 credits.

| | |
|---|-----------------|
| MBA Required Introductory Course | 1 Credit |
|---|-----------------|

| | |
|---------|------------------|
| MBA 600 | MBA Experiential |
|---------|------------------|

| | |
|--------------------------|-------------------|
| MBA Core Courses* | 24 Credits |
|--------------------------|-------------------|

| | |
|---------|--|
| MBA 610 | Organizational Behavior |
| MBA 620 | Statistical Methods |
| MBA 625 | Operations Management |
| MBA 630 | Economic Analysis for Managers |
| MBA 640 | Corporate Financial Reporting and Control |
| MBA 650 | Value-Based Financial Management |
| MBA 660 | Marketing: The Challenge of Managing Value |
| MBA 670 | Information Management for Competitive Advantage |
| MBA 680 | Managing in the Ethical and Legal Environment |

* May be waived

| | |
|---------------------------|------------------|
| Global Requirement | 3 Credits |
|---------------------------|------------------|

| | |
|---------|---|
| MBA 780 | Managing in the Global Environment (prerequisites: all MBA core courses) |
|---------|---|

| | |
|------------------------------|-------------------|
| Required GDPA Courses | 15 Credits |
|------------------------------|-------------------|

| | |
|----------|--|
| TAX 801 | Issues in Federal Taxation |
| ACCT 801 | Graduate Intermediate Accounting I |
| ACCT 802 | Graduate Intermediate Accounting II |
| ACCT 804 | Cost Information, Decision and Control |
| ACIB 872 | International Financial Analysis and Control |

These courses may be waived and another elective substituted.

| | |
|----------------------|-------------------|
| MBA Electives | 15 Credits |
|----------------------|-------------------|

Elective courses must be chosen at the 800 level or higher. May not be accounting or taxation courses.

| | |
|-----------------------|------------------|
| GDPA Electives | 9 Credits |
|-----------------------|------------------|

Two accounting courses numbered 800 or above.

JD/MBA

For information on the joint JD/MBA degree turn to the Joint Degrees section at the end of the catalog.

MBA/Entrepreneurship Degree

The MBA/Entrepreneurship degree is designed for people with an interest in starting a business, or for those wishing to join non-traditional, innovative "growth" companies that abound in today's marketplace. It is also appropriate for those seeking a more entrepreneurial perspective or contemplating a career transition into an entrepreneurial work setting.

The MBA/Entrepreneurship degree is a select, specialized program. The core curriculum, flexible design of the program and a wide range of electives allow you to explore various aspects of new venture management. The degree provides the strong management skills of the MBA and also focuses on new ventures, small businesses, family businesses, high tech businesses, and international enterprises. It also focuses on corporate renewal and entrepreneurship in the decentralized and divisionalized firm, where opportunity-seeking behavior is oriented toward business innovation.

Waiver Options

Core foundation workshops and MBA courses may be waived if you have completed equivalent academic course work in the past seven years at the undergraduate or graduate level and received a grade of B or better. Waiver requests are evaluated after a student has been accepted into the program.

MBA/Entrepreneurship Curriculum

31-55 credits (10-18 courses)

The MBA/Entrepreneurship Curriculum contains the following requirements:

MBA Required Introductory Course 1 Credit

| | |
|---------|---|
| MBA 600 | MBA Experiential-Required Introductory Simulation |
|---------|---|

MBA Core Courses* 24 Credits

| | |
|---------|--|
| MBA 610 | Organizational Behavior |
| MBA 620 | Statistical Methods |
| MBA 625 | Operations Management (prerequisite: MBA 620) |
| MBA 630 | Economic Analysis for Managers |
| MBA 640 | Corporate Financial Reporting and Control |
| MBA 650 | Value-Based Financial Management (prerequisites: MBA 630 and MBA 640) |
| MBA 660 | Marketing: The Challenge of Managing Value |
| MBA 670 | Information Management for Competitive Advantage |
| MBA 680 | Managing in the Ethical and Legal Environment |

* May be waived

Global Requirement 3 Credits

| | |
|---------|---|
| MBA 780 | Managing in the Global Environment (prerequisites: all MBA core courses) |
|---------|---|

MBA Electives 6 Credits

Two electives. One must be in the international business area. Electives may not be waived.

Required Entrepreneurship Core Courses* 6 Credits

| | |
|----------|--|
| MGES 826 | Entrepreneurship and New Venture Creation3 |
| MGES 910 | Practicum in Entrepreneurship3 |

* May not be waived.

Entrepreneurship Electives 12 Credits

May not be waived. Choose four from the following list.

| | |
|----------|---|
| MGES 828 | The Entrepreneurial Firm.....3 |
| MGES 830 | Small Business Management and Entrepreneurship.....3 |
| MGES 832 | Venture Capital Finance.....3 |
| MGES 834 | Management of Technology and Innovation3 |
| MGES 836 | Managing the Family Firm.....3 |
| MGES 838 | Managing Growing Businesses.....3 |
| PAD 900 | The Entrepreneurial Nonprofit.....3 |

MBA/Entrepreneurship Contact

Professor Robert DeFillippi
617-573-8243

MBA/Health Administration Degree

There is a great demand for managers responsible for health care planning and oversight for the private sector. The MBA/Health Administration degree prepares students with the skills and knowledge necessary to meet this demand.

MBA/H Curriculum

10-18 courses (31-55 credits)

MBA Required Introductory Course **1 Credit**

MBA 600 MBA Experiential

MBA Core Courses* **24 Credits**

| | |
|---------|--|
| MBA 610 | Organizational Behavior |
| MBA 620 | Statistical Methods |
| MBA 625 | Operations Management |
| MBA 630 | Economic Analysis for Managers |
| MBA 640 | Corporate Financial Reporting and Control |
| MBA 650 | Value-Based Financial Management |
| MBA 660 | Marketing: The Challenge of Managing Value |
| MBA 670 | Information Management for Competitive Advantage |
| MBA 680 | Managing in the Ethical and Legal Environment |

* May be waived

Global Requirement **3 Credits**

MBA 780 Managing in the Global Environment
(prerequisites: all MBA core courses)

Public Policy Courses **9 Credits**

Select three (3) of the following:

| | | |
|---------|---|---|
| PAD 823 | The U.S. Health System | 3 |
| PAD 824 | Health Financial Management..... | 3 |
| PAD 825 | Health Politics and Law..... | 3 |
| PAD 826 | Strategic Health Systems Leadership | 3 |
| PAD 836 | Health Care Data and Economics | 3 |

Health Administration Courses **12 Credits**

Select four (4) of the following:

| | | |
|---------|--|---|
| PAD 815 | Non-Profit Organizations in the Community..... | 3 |
| PAD 821 | Human Services Integration | 3 |
| PAD 829 | Environmental Policy and Administration..... | 3 |
| PAD 832 | Disability Issues | 3 |
| PAD 834 | Disability and Public Policy | 3 |
| PAD 835 | Non-Profit Marketing and Communications | 3 |
| PAD 836 | Health Care Data and Economics | 3 |
| PAD 840 | Comparative Public Policy | 3 |
| PAD 900 | Special Topics (if related to Health Administration)..... | 3 |
| PAD 910 | Directed Individual Study | 3 |

One MBA Elective **3 Credits**

One elective must be in the international business area.

MBA/Corporate Financial Executive Track

10-18 courses (31-55 credits)

MBA Required Introductory Course **1 Credit**

MBA 600 MBA Experiential

MBA Core Courses* **24 Credits**

| | |
|---------|--|
| MBA 610 | Organizational Behavior |
| MBA 620 | Statistical Methods |
| MBA 625 | Operations Management |
| MBA 630 | Economic Analysis for Managers |
| MBA 640 | Corporate Financial Reporting and Control |
| MBA 650 | Value-Based Financial Management |
| MBA 660 | Marketing: The Challenge of Managing Value |
| MBA 670 | Information Management for Competitive Advantage |
| MBA 680 | Managing in the Ethical and Legal Environment |

* May be waived

Global Requirement **3 Credits**

MBA 780 Managing in the Global Environment
(prerequisites: all MBA core courses)

Corporate Financial Executive – Accounting Emphasis Required Courses **6 Credits**

| | |
|----------|------------------------------------|
| ISOM 815 | Database Management |
| FNIB 825 | Multinational Financial Management |

OR

Corporate Financial Executive – Finance Emphasis Required Courses **6 Credits**

| | |
|----------|--|
| ISOM 815 | Database Management |
| ACIB 872 | International Financial Analysis and Control |

Electives **18 Credits**

For Accounting emphasis, choose four:

For Finance emphasis, choose two:

| | |
|----------|--|
| ACCT 810 | Corporate Financial Planning and Taxation |
| ACCT 824 | Corporate Financial Reporting and Analysis |
| ACCT 825 | Corporate Financial Planning and Control |
| ACCT 865 | Info. Technology and Financial Information |
| ACIB 872 | International Financial Analysis and Control |

For Accounting emphasis, choose two:

For Finance emphasis, choose four:

| | |
|----------|------------------------------------|
| FIN 805 | Capital Management |
| FIN 812 | Capital Budgeting |
| FIN 814 | Options and Futures |
| FIN 820 | Financial Policy |
| FIN 880 | Investment Banking |
| FNIB 825 | Multinational Financial Management |

Required MBA Capstone **3 Credits**

MBA 800 Strategic Management

MBA/Non-Profit

10-18 courses (31-55 credits)

| | |
|---|-----------------|
| MBA Required Introductory Course | 1 Credit |
|---|-----------------|

| | |
|---------|------------------|
| MBA 600 | MBA Experiential |
|---------|------------------|

| | |
|--------------------------|-------------------|
| MBA Core Courses* | 24 Credits |
|--------------------------|-------------------|

| | |
|---------|--|
| MBA 610 | Organizational Behavior |
| MBA 620 | Statistical Methods |
| MBA 625 | Operations Management |
| MBA 630 | Economic Analysis for Managers |
| MBA 640 | Corporate Financial Reporting and Control |
| MBA 650 | Value-Based Financial Management |
| MBA 660 | Marketing: The Challenge of Managing Value |
| MBA 670 | Information Management for Competitive Advantage |
| MBA 680 | Managing in the Ethical and Legal Environment |

* May be waived

| | |
|---------------------------|------------------|
| Global Requirement | 3 Credits |
|---------------------------|------------------|

| | |
|---------|------------------------------------|
| MBA 780 | Managing in the Global Environment |
|---------|------------------------------------|

| | |
|------------------------------------|-------------------|
| Non-Profit Required Courses | 12 Credits |
|------------------------------------|-------------------|

Choose four of the following:

| | |
|---------|---|
| PAD 815 | Non-Profit Organizations in the Community |
| PAD 835 | Non-Profit Marketing and Communication |
| PAD 839 | Leadership and Decision-Making |
| PAD 845 | The Entrepreneurial Non-Profit |
| PAD 847 | Financial Management of Non-Profits |

OR

| | |
|----------|---|
| ACCT 871 | Not-for-Profit Accounting and Control |
| PAD 870 | Revenue Strategies for Non-Profit Organizations |

| | |
|------------------|-------------------|
| Electives | 12 Credits |
|------------------|-------------------|

Choose three of the following courses; at least one must be non-PAD and one must be in the international business area.

| | |
|----------|---|
| BLLS 870 | Alternative Dispute Resolution |
| ISOM 810 | Management of Information Technologies |
| ISOM 824 | E-Commerce Applications Development |
| FIN 810 | Investment Analysis |
| FIN 831 | Portfolio Management |
| MKT 814 | Strategic Marketing |
| MBOB 860 | Leadership and Team Building |
| MGSM 833 | Strategic Management of Technology and Innovation |
| PAD 716 | Public Service Human Resource Management |

OR

| | |
|----------|--|
| MGOB 825 | Human Resource Management |
| PAD 818 | Public Sector Labor-Management Relations |
| PAD 819 | Grants-in-Aid and Grants Management |
| PAD 821 | Human Services Integration |
| PAD 822 | Public Management Information Systems |
| PAD 823 | U.S. Health Systems |
| PAD 824 | Health Financial Management |
| PAD 830 | Public Liaison Strategies |
| PAD 840 | Comparative Public Policy |
| PAD 900 | Non-Profit Law and Ethics |

| | |
|------------------------------|------------------|
| Required MBA Capstone | 3 Credits |
|------------------------------|------------------|

| | |
|---------|----------------------|
| MBA 800 | Strategic Management |
|---------|----------------------|

Advanced Program in Entrepreneurship

The Advanced Program in Entrepreneurship (APE) is a non-degree program for advanced practitioners who already possess a master's degree in a business related specialty. All APE students are required to take MGES 826, MGES 910 and three other entrepreneurship electives. MGES 910 requires students to prepare and implement an entrepreneurial project under faculty supervision.

Advanced Professional Certificate in Business Administration (APC) Program

The Advanced Professional Certificate (APC) in business administration is a pragmatic non-degree program designed for those professionals possessing an MBA who wish to contemporize or broaden their knowledge of modern business practices, and to assist them in developing a competitive edge in the rapidly changing economic, social and political environment.

The Advanced Professional Certificate program consists of five (5) 3-credit hour MBA elective courses. Students design their program specifically to satisfy their needs and objectives, with faculty approval and consultation if needed. The APC program may focus on a particular functional area, or may draw from several areas.

Courses for the APC program are offered mainly during the evening from 4:30-7:10 p.m. and 7:15-9:55 p.m., Monday through Thursday, and on Saturday afternoons from 1:15-5:00 p.m.

All courses will not be offered each semester. For the most up-to-date listing of courses being offered during any given semester, please refer to the course schedules available in the Sawyer School of Management Dean's Office, Sawyer Building, 8th Floor and Registrar's Office.

For information regarding application of admission to the APC Program, you should contact the Graduate Admissions Office, 20 Beacon Street, Boston, MA 02108-2770, (617) 573-8302.

MBA Online

The Suffolk MBA Online is specifically designed for people who find it difficult to attend classes on campus. The MBA Online is an interactive, rigorous and challenging program which prepares students for the rapidly changing global marketplace and the highly specialized challenges the global manager will face in the 21st century. The Suffolk MBA Online also opens the doors to international students who are interested in earning a graduate business degree from an accredited American educational institution.

The MBA Online consists of 11-16 courses, including 9 electives. Our integrated core curriculum ensures that students develop the skills of an effective business leader.

Other schools may offer online MBA's, but few provide such a high degree of choice, flexibility, quality, and personal attention as the Sawyer School of Management.

MBA Online courses are available to all Suffolk University MBA students when necessary to accelerate their program and avoid disruption due to life or career change.

Method of Instruction

The MBA Online instruction consists of the latest multimedia and Internet technologies such as: slide shows, video clips, and audio technology. Faculty and students interact via email, chat rooms, threaded (on-going) discussions, and audio media. Students require access to the Internet and a moderate level of experience in working on the World Wide Web to participate in online courses. A moderate level of experience working with Microsoft Word, Excel, and PowerPoint programs is necessary to participate in this program. As a minimum configuration, we recommend a Pentium computer, 56K-baud modem, Microsoft Windows '95 and Office '97 Professional.

Admission

In addition to the MBA admission requirements indicated on the previous pages, the MBA Online Program may ask for an online interview with the program director. New students are admitted in the fall, spring, and summer semesters.

Technology Fees

The MBA Online Program has additional technical fees per course. The fees are \$80/one and a half credits; \$120/three credits; and \$160/four-credit course.

For additional information, contact Mawdudur Rahman, Director, Programs (617) 573-8334, or visit our web site at: www.SuffolkMBA.org.

MBA Online Curriculum

11-16 courses (34-52 credits)

| | |
|------------------------------|------------------|
| Foundation Workshops* | 3 Credits |
|------------------------------|------------------|

| | | |
|-----------|---------------------------|-----|
| CIS W700 | Computer Literacy | 1.5 |
| MGQM W700 | Statistical Methods | 1.5 |

* May be waived

| | |
|-------------------------|------------------|
| Required Courses | 7 Credits |
|-------------------------|------------------|

| | |
|---------|---|
| MBA 700 | Tomorrow's Manager (may not be waived; must be completed in the first semester) |
| MBA 800 | Strategic Management (may not be waived; must be completed after all MBA core courses are completed; typically at the end of the program) |

| | |
|----------------------------|-------------------|
| MBA Course Courses* | 15 Credits |
|----------------------------|-------------------|

| | |
|---------|---|
| MBA 710 | Behavior in the Workplace and Marketplace |
| MBA 720 | Accounting Information and Customer Value |
| MBA 730 | Managing in the Global Legal and Economic Environment |
| MBA 740 | Managing Operations and Information Technology |
| MBA 750 | Financial Management and Economic Value |

* May be waived

| | |
|------------------|-------------------|
| Electives | 27 Credits |
|------------------|-------------------|

Choose nine courses at the 800 level or higher. One elective must be in an international area of study. Electives may not be waived.

Executive MBA

Suffolk offers an Executive MBA program: the first in New England, in its 27th year; and the *only* "Saturday-only" Executive MBA program in New England.

Rigorous, challenging and practical, the Suffolk Executive MBA provides currently employed professionals the opportunity to achieve senior managerial positions in business, government and not-for-profit organizations. The 15–24 month Program is designed for those who possess a business background and for those who do not.

Composed of four ten-week terms (Fall, Winter, Spring and Summer), and one four-week term in June, students take two classes per term, one Saturday morning from 8:30 a.m. to 12:15 p.m. and one Saturday afternoon from 1:15 p.m. to 5:00 p.m.

Requirements

Students are required to complete a minimum of eleven (11) courses at the Sawyer School of Management.

EMBA Management Seminar

During the first term, students must attend a two-day Management Seminar held at a local conference center. The Management Seminar provides students with the foundation for a team learning experience that continues throughout the Executive MBA Program.

EMBA Curriculum

10–18 courses or 30–51 credits

| Required Courses* | | 9 Credits |
|-------------------|--|-----------|
| EMBA 600 | Management Seminar (non-credit) | |
| EMBA 770 | The Washington Campus Seminar | |
| EMBA 780 | Managing in the Global Environment | |
| EMBA 800 | Strategic Management (capstone course) | |

* May not be waived

| EMBA Core Courses** | | 24 Credits |
|---------------------|--|------------|
| EMBA 610 | Organizational Behavior | |
| EMBA 620 | Statistical Methods (1.5 credits) | |
| EMBA 625 | Operations Management (1.5 credits) | |
| EMBA 630 | Economic Analysis for Managers | |
| EMBA 640 | Corporate Financial Reporting and Control | |
| EMBA 650 | Value-Based Financial Management | |
| EMBA 660 | Marketing: The Challenge of Managing Value | |
| EMBA 670 | Information Management for Competitive Advantage | |
| EMBA 680 | Managing in the Ethical and Legal Environment | |

** May be waived

| Electives | 18 Credits |
|-----------|------------|
|-----------|------------|

Select 6 courses; one must be in the international area

International Seminar

The International Seminar allows students a unique opportunity to study "doing business in a global economy." Before visiting the host country, students immerse themselves in the economy, the business environment, and the culture of the host country. Students spend one week at the host school, participating in lectures, case studies, discussions, and company sight visits. This week also allows Executive MBAs and international business leaders to discuss differences between the American and international economies, the cultural aspects of doing business internationally, and the barriers and pitfalls of international business. Upon their return to Suffolk, students will complete a group project based upon their experiences. Thus far, EMBA students traveled to: Spain, France, England, Ireland, the Czech Republic, Argentina, Costa Rica and South Africa.

Admission

In addition to the MBA admission requirements indicated on the previous pages, the Executive MBA program requires an interview with the Program Director and a minimum of five years managerial or professional experience. New students are admitted to the Executive MBA Program in October and March.

Accelerated Programs

If you are an attorney, you could opt for an accelerated schedule allowing you to complete the EMBA in 15 months. If you are a CPA, a member of MSCPA and have a 2.7 undergraduate GPA, you could complete the program in 18 months.

For additional information, contact Peter J. Nowak, Director of Executive Programs by telephone (617) 573-8660, or send email to: pnowak@suffolk.edu.

Global MBA

The Global MBA is a distinctive, intensive graduate degree program in international business. The curriculum is fully integrated and cutting-edge; it blends rigorous, globally-focused coursework with practical international study and work experiences.

With the Global MBA, students gain the broad, fundamental knowledge of international business needed to lead, compete and succeed in global business.

Global MBA Curriculum

The 15-month Global MBA program begins with an orientation held in an international setting. The orientation introduces students to global business education, focusing on such areas as leadership, ethics, teambuilding, cross-cultural challenges, and career planning.

Back in Boston, students begin the full-time globally-focused curriculum, complementing their academic study with overseas study and work experiences. Once the core is completed, students choose electives in either the International Finance Track or International Marketing Track.

Students test their newly acquired global business knowledge with GMBA 800, Global Internship, a three-month professional internship in a global business environment. Following their global internship, students return to Boston for a two-week Capstone Seminar, during which they complete a pre-approved comprehensive research project that builds on shared learning from their global experiences and revisits their original personal academic and professional goals.

Optional language training in Spanish, French, Japanese, Chinese, among others, may be arranged through the Global MBA program with outside language instructors.

Global MBA Curriculum*

56.5 credits

Global MBA Core Courses

31.5 Total Credits*

Students are required to complete the following core courses. Courses may not be waived.

| | |
|----------|--|
| GMBA 602 | Corporate Financial Reporting |
| GMBA 604 | Cost Information for Decisions and Control |
| GMBA 606 | Taxation in an International Context |
| GMBA 610 | Financial Management I |
| GMBA 612 | Financial Management II |
| GMBA 620 | Multifaceted Global Environment |
| GMBA 622 | Leading in the Global Environment |
| GMBA 624 | Managing Global Strategies |
| GMBA 630 | Fundamentals of Information Systems Management |

| | |
|----------|---|
| GMBA 632 | Managing Information Systems for Global Competition |
| GMBA 640 | Marketing Fundamentals for the Global Market |
| GMBA 642 | Multilateral Marketing |
| GMBA 650 | Competitive Advantage Through People |
| GMBA 652 | Negotiating Across Cultures |
| GMBA 660 | Managing Global Operations |
| GMBA 670 | Competing Through Strategy |
| GMBA 682 | Data Analysis and Research |

Global MBA Required Courses

11.5 Total Credits

| | |
|----------|---------------------------|
| GMBA 600 | International Orientation |
| GMBA 700 | Overseas Seminar** |
| GMBA 800 | 3-Month Global Internship |
| GMBA 850 | Capstone Seminar |

Global MBA Electives

13.5 Total Credits*

Students choose an in-depth study in International Finance or International Marketing. Both tracks are listed below.

International Finance Track Electives

| | |
|----------|---|
| GFIN 750 | Financial Statement Analysis in a Multinational Context |
| GFIN 752 | Multinational Financial Management |
| GFIN 754 | Derivatives for the Corporate Manager |
| GFIN 756 | Global Investment Analysis and Portfolio Management |
| GFIN 758 | Global Portfolio Management |
| GFIN 760 | Global Financial Services Industry and Capital Markets |
| GFIN 762 | Risk Management for Global Financial Services |
| GFIN 764 | Investment Banking: A Global Perspective |
| GFIN 766 | Global Capital Budgeting |
| GFIN 768 | Valuation in a Global Environment |

International Marketing Track Electives

| | |
|----------|--|
| GMKT 710 | Management of Traded Goods (Export/Import Management) |
| GMKT 712 | Research and Product Development Strategies for Global Competition |
| GMKT 714 | Developing and Managing Brands for Global Markets |
| GMKT 716 | Global Outsourcing and Logistics |
| GMKT 718 | Marketing Communications in Global Markets |
| GMKT 720 | Managing Channels Globally |
| GMKT 722 | Global Consumer Culture: The Highs and the Lows |
| GMKT 724 | Global Price Management |

Additional Electives

| | |
|----------|--|
| GMBA 780 | Doing Business in Asia and Europe |
| GMBA 782 | Technology, Innovation and International Competitiveness |

* Most of the courses in the Global MBA Program are half semester courses.

** Students complete a one- to two-week overseas regional study seminar. The overseas seminars are offered in the Winter or Spring semesters. During overseas seminars, students are immersed in the host country's culture, where they gain perspective on regional economic, cultural, political and legal issues, and explore their impact on global business through a combination of lectures, readings, discussions and activities. Activities include operations tours of multinational corporations and/or local businesses, interactions with business leaders, and cultural visits.

GRADUATE PROGRAMS IN PUBLIC MANAGEMENT

Master of Public Administration (MPA)

Offered by the Public Management Department, the MPA Program provides a pragmatic approach to public management education and administration.

The MPA program emphasizes and allows students to develop the knowledge and expertise needed to perform managerial and administrative work at all levels of government or in a public service institution.

Accreditation

Established in 1974, the MPA Program is one of only six in New England to be fully accredited by the National Association of Schools of Public Affairs and Administration (NASPAA).

Advising

Students in the MPA program are assigned an individual full-time public management faculty member as an academic advisor. All students are encouraged to discuss their interests, goals, and concerns with faculty advisors and should make appointments or drop in during posted faculty office hours.

Objectives

The major objective is to foster each student's potential as a public service manager. The curriculum has been designed to meet the needs of students who:

- have no previous training for a career in public service;
- work in public service and are interested in further study and advancement; and
- work in not-for-profit agencies or private sector.

Scheduling

The program accommodates both full- and part-time students. Most courses are offered in the late afternoon and evening from 4:30-7:10 p.m. and 7:15-9:55 p.m., Monday through Thursday. You can complete the program on an accelerated basis by taking classes on Saturdays. The MPA Program meets on Saturdays in Boston, Cape Cod Community College in West Barnstable, Massachusetts, and at Merrimack College in North Andover. The Cape Cod campus also offers late afternoon and evening courses.

Admission

Sawyer School of Management Admission Requirements are listed in the Graduate Programs sections of this catalog. The GMAT is not required for admission to the MPA program.

Course Waiver, Transfer & Substitution Policy

Students with little or no educational background or professional experience in areas covered by our public management curriculum are expected to devote the equivalent of two academic years of full-time study to complete our MPA program.

Students with other graduate studies, certificates or related undergraduate work may be eligible to waive (a maximum of three courses) and/or transfer (a maximum of two courses) up to five courses. All transfers and waivers must be reviewed in writing by the student's academic advisor and must be approved in writing by the Department Chair. All waiver requests are evaluated upon acceptance into the MPA program and waived during the first year.

Under no circumstances may waivers reduce any degree requirement below a 10-course minimum and students must spend at least one year (exclusive of internship) in residence completing the MPA program.

Courses Waiver Details

Certificate Programs

Students may be eligible to waive out of a required (core) and/or elective MPA course by successfully completing a certificate (minimum 30 hour for each 3-credit waiver consideration) professional development program that has equivalency in the MPA/MHA curriculum.

Other Graduate Degrees

Students may waive some requirements based on successful completion of a graduate degree from Suffolk or another university. Numbers of courses to be waived shall be determined by the Department Chair. In some cases, course waivers may be granted for degrees in Allied Health fields.

Undergraduate Course Work

One required 700-level course may be waived by completing academic course work at the undergraduate level with a grade of B+ or better on one course or B or better on two courses.

Transfer of Courses

Students may transfer up to six semester credit hours (not previously counted toward a degree) into the MPA program. Graduate courses from NASPAA-accredited programs automatically transfer into the program. Graduate courses from other accredited universities or colleges may be transferred after review and approval. Transfer credit may be granted for any required (core) or elective course. Graduate courses must have been completed within five years, with a grade of at least "B," and must not have been counted toward another degree. Students must provide official transcripts and course syllabi so that we can determine course equivalency between our program and others.

Course Substitution

On a case-by-case basis, students, with Department Chair approval, may substitute one course for another in the Public Management curriculum.

The Department Chair shall have final authority to approve any waiver, transfer or course substitution.

Degree Requirement

The Faculty will recommend to the President and Trustees of Suffolk University the awarding of the Master of Public Administration degree if the following conditions are satisfied:

- all graduate courses are satisfactorily completed;
- an overall average of 3.0 ("B") or higher is achieved for the entire graduate program; and,
- all degree requirements are completed within seven years after the start of graduate work.

Graduate Warning

A graduate warning is issued:

- if the student's grade point average falls below a 3.0 ("B") for the first time or
- a student receives a cumulative total of two "C" grades with a grade point average above 3.0

Subject to Dismissal

- A graduate warning has previously been issued and the student's cumulative grade point average falls below 3.0 (B),
- An F grade with a GPA of above 3.0

Dismissed

- An F grade with a GPA of below 3.0
- Two F grades
- A student may retake one graduate course where an F grade has been received. The new grade will be included in his/her GPA. The original F will remain on the transcript, but will not be included in the GPA. Only **one** course with an F grade may be retaken during the student's graduate program. If a second F is received, the grade will remain on the transcript and be included in the GPA.

Joint Degrees

For information about joint degrees with the College of Arts and Sciences and Law School, refer to the Joint Degree section of this catalog.

Pi Alpha Alpha

Pi Alpha Alpha is a national honor society formed to recognize and promote excellence in the study and practice of public affairs and administration. PAA membership identifies those with the highest performance levels in educational programs preparing them for public service careers. To be inducted, students must:

1. Be enrolled in MPA, MHA, or any other joint MPA program;
2. Complete at least 27 credit hours (18 credit hours in the 10-course MHA);
3. Remove all incompletes (except internship or practicum);
4. Have a cumulative GPA in the top 20% of those students meeting requirements one and two.

Presidential Management Internship

The Presidential Management Internship (PMI) was created in 1977 by executive order of President Jimmy Carter. The goal of the program is to attract a bright and diverse pool of graduate students to government service. Interns work in a federal agency for two years, with the potential for permanent federal employment. To be considered for PMI, students must be nominated by their academic department. According to PMI program rules, the Public Management Department may nominate "up to 10% of the total number of graduates who

will receive graduate degrees during the current academic year." Nominees go on to compete against students from other schools in a process managed by the U.S. Office of Personnel Management. To be considered for nomination by the Department, students must be in the last year of their studies, have at least a 3.5 cumulative GPA (B+ average) and no incompletes (with the exception of PAD 758/759). When the number of qualified applicants exceeds the department's cap, cumulative GPA is used to reduce the pool. For more information, please see Professor Gianakis.

Curriculum

The MPA curriculum is a 45-credit program (15 courses) accredited by the National Association of Schools of Public Affairs and Administration. The program offers specialized MPA degrees in health administration, disability studies, nonprofit, state and local government, and community leadership and public engagement.

The curriculum consists of nine (9) required courses and six (6) electives in the general MPA curriculum.

Foundation courses PAD 711, 712, and 713 should be taken before all other required courses. PAD 758, Internship in Public Management or PAD 759, Practicum Seminar in Public Management should be taken in the last year.

MPA Required Courses 9 Courses (27 Credits)

| | |
|----------|--|
| PAD 711 | Foundations of Public Organizational Administration |
| PAD 712 | Policy Analysis and Program Evaluation |
| PAD 713 | Foundations of Public Financial Administration |
| PAD ____ | Law Course |
| | Either PAD 714 Legal Basis of Public Management; PAD 825 Legal Environment of Health Care; OR PAD 900 Non-Profit Law and Ethics |
| PAD 715 | Quantitative Analysis |
| PAD 716 | Public Service Human Resource Management |
| PAD 717 | Organizational Effectiveness in Government |
| PAD 718 | Leadership Strategies for an Interconnected World |
| PAD 758 | Internship in Public Management (for pre-professional students) OR |
| PAD 759 | Practicum Seminar in Public Management (for in-service students) |

Elective Courses Select 6 Courses (18 Credits)

Elective courses are listed in the Graduate Course Descriptions section entitled Public Management Courses

Specialized MPA Degree Options

This specialized 51-credit curriculum consists of nine required MPA core courses plus five required and four elective courses from the concentration. You can complete the degree requirements in two years of full-time study and three to four years of part-time study. The MPA required core courses are the same for the MPA program and specialized MPA degrees. The elective requirements for each specialized degree are listed below.

MPA/Health Administration

The MPA/Health Administration specialized degree meets the present and expanding needs of managers in the area of hospital administration, public health, managed care, research, health planning, medical education, insurance and health care.

The curriculum integrates the disciplines of public management and health care administration providing those skills necessary to deal with the challenges of the political, social and economic environment and the ever increasing responsibilities of managers employed in or related to the health field. The MPA/Health Administration degree option is ideal for those seeking advancement or preparing for careers in public or private health care organizations and consists of the following:

Four (4)* Required Health Administration Courses:

| | |
|---|---|
| PAD 823 | The U.S. Health System |
| PAD 824 | Health Financial Management |
| PAD 826 | Strategic Health Systems Leadership |
| AND | |
| PAD 835 | Non-Profit Marketing and Communications OR |
| PAD 836 | Health Care Data and Economics |
| * PAD 825 <i>The Legal Environment of Health Care</i> is also required. It can also be used to fulfill one of the nine "MPA Required Course." | |

Four (4) of the following Health Administration Elective Courses:

| | |
|---------|---|
| PAD 815 | Non-Profit Organizations in the Community |
| PAD 821 | Human Services Integration |
| PAD 829 | Environmental Policy and Administration |
| PAD 832 | Disability Issues |
| PAD 834 | Disability and Public Policy |
| PAD 835 | Non-Profit Marketing and Communications |
| PAD 836 | Health Care Data and Economics |
| PAD 840 | Comparative Public Policy |
| PAD 900 | Special Topics |
| PAD 910 | Directed Individual Study |

MPA/Disability Studies

The MPA/Disability Studies meets the present and expanding needs for managers and policy analysts in the area of disability studies. Suffolk University offers the first MPA/Disability Studies degree program in the country. With the passage of the Americans with Disabilities Act the need for persons trained on the graduate level in disability studies and management is even more underscored.

The curriculum integrates the fields of public management and disability studies.

Four (4)* Required Disability Studies Courses:

| | |
|---------|-----------------------------------|
| PAD 832 | Disability Issues |
| PAD 834 | Disability and Public Policy |
| PAD 846 | Community and Citizen Empowerment |

AND

| | |
|---------|---|
| PAD 815 | Non-Profit Organizations in the Community OR |
| PAD 823 | The U.S. Health System |

* A law class is also required: either PAD 714 *Legal Basis of Public Management*; PAD 825 *Legal Environment of Health Care*; **OR** PAD 900 *Non-Profit Law and Ethics*

Four (4) of the following Disability Studies Elective Courses:

| | |
|---------|---|
| PAD 815 | Non-Profit Organizations in the Community |
| PAD 821 | Human Services Integration |
| PAD 823 | The U.S. Health System |
| PAD 824 | Health Financial Management |
| PAD 835 | Non-Profit Marketing and Communications |
| PAD 836 | Health Care Data and Economics |
| PAD 840 | Comparative Public Policy |
| PAD 900 | Special Topics |
| PAD 910 | Directed Individual Study |

MPA/State and Local Government

The MPA/State and Local Government meets the present and expanding needs of managers in the areas of state and local government. Persons seeking advancement or preparing for a career in the field of state and local government as an appointed or elected official, may wish to customize the MPA Program in a way which recognizes an interest in these fields. The curriculum covers the field of public administration with special attention given to state and local government.

Four (4)* Required State and Local Government Courses:

| | |
|---------|---|
| PAD 812 | Managing State Government |
| PAD 813 | Administrative Strategies of Local Government |
| PAD 827 | Financing State and Local Government |

AND

| | |
|---------|--------------------------------|
| PAD 838 | Ethics in Management OR |
| PAD 814 | Intergovernmental Relations |

* PAD 714 *Legal Basis of Public Management* is also a required course. It can also be used to fulfill one of the nine "MPA Required Course."

Four (4) of the following State and Local Government Elective Courses:

| | |
|---------|--|
| PAD 811 | Politics of the Federal Bureaucracy |
| PAD 814 | Intergovernmental Relations |
| PAD 816 | Analysis of Public Policy |
| PAD 818 | Public Sector Labor/Management Relations |
| PAD 819 | Grants-in-Aid and Grants Management |
| PAD 820 | Governmental Decision Making |
| PAD 821 | Human Services Integration |
| PAD 822 | Public Management Information Systems |
| PAD 830 | Public Liaison Strategies |
| PAD 838 | Ethics in Management |
| PAD 839 | Leadership and Decision Making |
| PAD 840 | Comparative Public Policy |
| PAD 842 | Public Sector Labor Issues |
| PAD 846 | Community and Citizen Empowerment |
| PAD 850 | Alternative Dispute Resolution |
| PAD 900 | Special Topics |
| PAD 910 | Directed Individual Study |

MPA/Non-Profit Management

The MPA/Non-Profit Management meets the career interest for those interested in the management of nonprofit agencies. The curriculum covers the field of public administration with special attention given to the additional intricacies of non-profit management.

Four (4)* Required Non-Profit Management Courses:

| | |
|---------|---|
| PAD 815 | Non-Profit Organizations in the Community |
| PAD 847 | Financial Management of Non-Profits** |
| PAD 845 | The Entrepreneurial Non-Profit |

AND

| | |
|---------|---|
| PAD 835 | Non-Profit Marketing and Communications OR |
| PAD 900 | Revenue Strategies for Non-Profit Organizations |

* PAD 900 *Non-Profit Law and Ethics* is also required. It can also be used to fulfill one of the nine "MPA Required Courses."

**ACCT 871 *Non-Profit Accounting and Control* may be substituted for this requirement.

Four (4) of the following Non-Profit Management Elective Courses:

| | |
|---------|--|
| PAD 818 | Public Sector Labor-Management Relations |
| PAD 819 | Grants-in-Aid and Grants Management |
| PAD 821 | Human Services Integration |
| PAD 822 | Public Management Information Systems |
| PAD 823 | The U.S. Health System |
| PAD 830 | Public Liaison Strategies |
| PAD 834 | Disability and Public Policy |
| PAD 835 | Non-Profit Marketing and Communications |
| PAD 839 | Leadership and Decision Making |
| PAD 840 | Comparative Public Policy |
| PAD 846 | Community and Citizen Empowerment |
| PAD 900 | Revenue Strategies for Non-Profits |
| PAD 900 | Special Topics |
| PAD 910 | Directed Individual Study |

MPA/Community Leadership and Public Engagement

The Community Leadership and Public Engagement specialized degree option provides those policymakers and managers whose work requires them to interface with the public with the knowledge and specialized skills to design and lead public processes and multi-stakeholder decision making. Students will find a curriculum supportive of careers in local, state and federal government, international development, non-profit organizations, and a wide array of professions in which people's roles require them to engage the public. Course work prepares students to build capacity for broader, more inclusive policy making and community learning.

Four (4)* Required Community Leadership and Public Engagement Courses:

- PAD 900(A) Civic Innovation, Community Engagement and Effective Governance
PAD 846 Community and Citizen Empowerment
PAD 900(B) Group Theory and Facilitative Practice
AND
PAD 850 Alternative Dispute Resolution **OR**
MGOB 855 Conflict and Negotiation

** A law class is also required: either PAD 714 Legal Basis of Public Management; PAD 825 Legal Environment of Health Care; **OR** PAD 900 Non-Profit Law and Ethics*

Four (4) of the following Community Engagement Elective Courses:

- PAD 813 Administrative Strategies of Local Government
PAD 815 Non-Profit Organizations in the Community
PAD 820 Governmental Decision Making
PAD 827 Financing State and Local Government
PAD 830 Public Liaison Strategies
PAD 838 Ethics and Management
PAD 839 Leadership and Decision Making
PAD 840 Comparative Public Policy

With faculty approval, up to two of the elective courses may also be selected from other departments at Suffolk University:

Suggested List:

- | | |
|----------|---|
| CJN 703 | Presentation Skills |
| CJN 721 | E-Community and the Digital Divide |
| CJN 739 | Interpersonal and Intercultural Communication |
| CJN 740 | Political Communication |
| CJN 757 | Consulting |
| EHS 736 | Consultation |
| CJ 688 | Restorative Justice |
| EHS 652 | Adult and Organizational Learning |
| EHS 658 | Systems Thinking |
| EHS 659 | Reflection and Dialogue |
| EHS 664 | Communicating for Results |
| EHS 668 | Organizational Development |
| GVT 623 | Political Survey Research |
| GVT 639 | Community Advocacy |
| GVT 657 | Urban Politics and Government |
| GVT 658 | Politics and the Media |
| GVT 671 | Topics in Democracy |
| GVT 673 | American Political Thought |
| GVT 664 | The Internet and Politics |
| MGOB 880 | Crisis Management |
| MGOB 840 | Power and Influence |

Master of Health Administration (MHA)

The Public Management Department offers a Master of Health Administration, a 15 course master's program designed for students who wish to study the field of health administration.

The MHA curriculum consists of eight required courses, three public policy, three health administration courses and one elective. The program curriculum is flexible in that other courses, with the approval of the department chairperson, may be substituted for required courses based on a student's knowledge, expertise, and experience.

Admission

Admission Requirements are stated in the Graduate Programs section of this catalog. The GMAT is not required for the MHA.

Curriculum

The 45-credit MHA consists of 15 courses:

Required courses:

MHA Courses:

| | |
|---------|--|
| PAD 711 | Foundations of Public Organizational Administration |
| PAD 712 | Policy Analysis and Program Evaluation |
| PAD 713 | Foundations of Public Financial Administration |
| PAD 825 | The Legal Environment of Health Care |
| PAD 715 | Quantitative Analysis |
| PAD 716 | Public Service Human Resource Management |
| PAD 717 | Organizational Effectiveness in Government |
| PAD 718 | Leadership Strategies for an Interconnected World |
| PAD 758 | Internship in Public Management (for pre-professional students) OR |
| PAD 759 | Practicum Seminar in Public Management (for in-service students) |

Three (3) of the following Health Administration Courses:

| | |
|---------|--|
| PAD 818 | Public Sector Labor/Management Relations |
| PAD 821 | Human Services Integration |
| PAD 823 | The U.S. Health System |
| PAD 824 | Health Financial Management |
| PAD 826 | Strategic Health Systems Leadership |
| PAD 835 | Non-Profit Marketing and Communications |
| PAD 836 | Health Care Data and Economics |

Two (2) of the following Public Policy Courses:

| | |
|---------|---|
| PAD 816 | Analysis of Public Policy |
| PAD 829 | Environmental Policy and Administration |
| PAD 834 | Disability and Public Policy |
| PAD 838 | Ethics in Management |
| PAD 840 | Comparative Public Policy |

One (1) 800 Level PAD Course

If You Have An Advanced Degree

There is also a ten (10) course MHA curriculum for students who have work experience and already hold another graduate degree such as an MPA, MBA, JD, MSW, M.Ed., MPH, MA, or MS and wish to study the field of health administration.

The MHA curriculum consists of eight (8) required courses and two (2) electives. The program curriculum is flexible in that other courses, with the approval of the department chairperson, may be substituted for required courses based on a student's knowledge, expertise, and experience.

Required courses:

Eight MPA Required Courses:

| | |
|---------|---|
| PAD 711 | Foundations of Public Organizational Administration |
| PAD 712 | Policy Analysis and Program Evaluation |
| PAD 713 | Foundations of Public Financial Administration |
| PAD 716 | Public Service Human Resource Management |
| PAD 823 | The U.S. Health Systems |
| PAD 824 | Health Financial Management |
| PAD 826 | Strategic Health Systems Leadership |
| PAD 836 | Health Care Data and Economics |

Two (2) electives consisting of any other Public Management courses depending upon the student's background and training.

Comparative Public Policy Study

The Public Management Department offers six to ten days of national and international comparative public policy study. As part of the requirements for PAD 840, the student researches a topic of interest such as: urban policy, gerontology, health, human services, labor relations, women's issues, or the environment; and then meets with professionals in the host country.

Students in the past have traveled to the Czech Republic, Ireland, England and Puerto Rico.

Certificate of Advanced Study in Public Administration (CASPA)

The CASPA is designed for professionals who want to broaden their knowledge of public administration in specific areas or to update their present base of knowledge.

The program consists of five (5) courses at the 800 (elective) level, to be completed within five years with a grade point average of 3.0 ("B") or better.

In addition to the present five (5) course CASPA the Public Management Department offers a CASPA with an area of specialization in health administration, disability studies, finance and human resources, state and local government, and nonprofit management. The curriculum consists of the four required concentration courses plus one elective, all in their chosen concentration area. With the approval of the Department Chairperson, another course may be substituted for a required course based on the student's knowledge, expertise, and experience.

Admission

to the CASPA program requires an MPA or its equivalent. Graduates of other programs may need to take prerequisite courses.

Students applying for admission to the CASPA program should contact the Graduate Admissions Office, 20 Beacon Street, Boston, MA, (617) 573-8302 for more information.

GRADUATE PROGRAMS IN ACCOUNTING AND TAXATION

Master of Science in Accounting (MSA)

Accounting and financial management are conducted in a dynamic competitive environment of rapidly changing technologies, complex global challenges, and ever more exacting standards of disclosure and accountability. The MSA prepares students for successful professional careers in accounting and financial management in several contexts: public accounting; forensic accounting; corporate, not-for-profit and governmental financial planning, accounting, and control; and management consulting. The program also prepares students who plan to pursue careers in teaching and research for entry to doctoral programs in accounting.

The MSA provides concepts, technical knowledge and skills for immediate effectiveness. It also establishes the basis for continual lifetime learning and development to meet future challenges as people's careers evolve. The subject matter in all the MSA courses is presented in a strategic framework, with a view to preparing graduates to function effectively as advisors to, or members of, senior management teams.

The Sawyer School is the only business school in Boston to achieve accreditation of its accounting and taxation programs by AACSB International. The Suffolk MST program is the only AACSB International accredited MST program in Massachusetts. Membership in this elite group means Suffolk's faculty, curriculum, and practice-oriented focus will provide you with the skill set necessary to succeed as tax advisors, either in personal practice; as members of accounting or law firms; in corporate tax management positions; or as members of federal or state agencies.

Joint Degree Program MBA/MSA

See MBA section of this catalog.

Admission

Admission requirements for the Sawyer School of Management MSA Degree Program are listed in the Graduate Programs section of this catalog.

- The 30-credit-hour MSA is designed for candidates who hold an undergraduate degree in accounting.
- Candidates with an undergraduate management degree with a concentration other than in accounting must complete 15 credit hours of accounting and finance preparation as part of the degree requirements for the MSA.
- Candidates with an undergraduate degree other than in management must complete seven credit hours of management preparation as part of the degree requirements for the MSA.

Waivers

A student may waive **accounting and finance preparation courses** with credit by having an undergraduate degree in accounting, or by having completed equivalent courses at an accredited business school with a grade of "B" (3.0) or better.

A student may waive **foundation workshops** with credit by:

- having obtained a grade of B or better in equivalent courses, or
- having demonstrated significant work experience in a respective workshop area

A student may waive **MBA 700 – Tomorrow's Manager** with credit by having a management or business degree at the baccalaureate level or above.

Transfer Credits

Of the thirty (30) credit hours required for the MSA, a maximum of nine (9) may be transferred from another AACSB International accredited graduate program, provided these credits have not been applied to another degree, certificate or diploma. A minimum of 21 credit hours must be earned at Suffolk University.

Advising

Students will be assigned an advisor from the accounting faculty upon admission into the program.

MSA Curriculum

The curriculum builds on an undergraduate degree in accounting. Courses may be taken in any sequence, depending on designated course prerequisites. However, ACCT 861 Accounting Theory and Practice is a capstone course and should be taken later in a student's course of study. Students must have their programs of study approved by their faculty advisor and by the Director of Graduate Programs in Accounting.

Requirements to Graduate

Students must maintain a grade point average of 3.0 or better in the courses they are required to take at Suffolk University to complete the MSA degree.

The MSA consists of 30 – 51 credits:

Total courses: 10-19

Management Preparation Courses* **7 Courses, 18 Credits**

| | |
|---------|--|
| MBA 610 | Organizational Behavior |
| MBA 620 | Statistical Methods |
| MBA 625 | Operations Management |
| MBA 630 | Economic Analysis for Management |
| MBA 640 | Corporate Financial Reporting and Control |
| MBA 650 | Value-Based Financial Management |
| MBA 660 | Marketing: The Challenge of Managing Value |

* May be waived

Accounting and Finance Preparation Courses* **3 Courses, 9 Credits**

| | |
|----------|--|
| ACCT 801 | Graduate Intermediate Accounting I |
| ACCT 802 | Graduate Intermediate Accounting II |
| ACCT 804 | Cost Information, Decision and Control |

* May be waived

MSA Required Courses **6 Courses, 9 Credits**

| | |
|----------|--|
| ACCT 824 | Corporate Financial Reporting and Analysis |
| ACCT 825 | Corporate Financial Planning and Control |
| ACCT 861 | Accounting Theory and Practice** |
| ACCT 865 | Technology & Financial Information |
| MBA 780 | Managing in the Global Environment |
| ACIB 872 | International Financial Analysis and Control |

**This should be taken toward the end of the MSA Program.

Electives

4 Courses, 12 Credits

Select from any 800-level course offered in Sawyer School, or any other advanced elective with the approval of the Director of Graduate Programs in Accounting. Only two may be Accounting courses. Please see the MSA Career Tracks below for suggestions.

MSA Career Tracks

The following choices of electives are suggestions based on a student's choice of career focus:

Public Accounting

| | |
|----------|---------------------------------|
| ACCT 803 | Graduate Advanced Accounting |
| ACCT 805 | Auditing and Assurance Services |
| BLLS 800 | Business Law |
| TAX 801 | Issues in Federal Taxation |

(These courses complete the content required for the CPA exam in Massachusetts)

Controllership (For-Profit)

| | |
|----------|---------------------------------|
| ACCT 805 | Auditing and Assurance Services |
| TAX 801 | Issues in Federal Taxation |
| TAX 862 | Taxation of Corporations |
| FIN 805 | Capital Management |

Controllership (Not-for-Profit)

| | |
|----------|---------------------------------------|
| ACCT 871 | Not-for-Profit Accounting and Control |
| TAX 801 | Issues in Federal Taxation |
| TAX 872 | Tax-Exempt Organizations |

Fraud Examination

| | |
|----------|---------------------------------|
| ACCT 805 | Auditing and Assurance Services |
| ACCT 806 | Forensic Accounting |

Two graduate courses in Criminal Justice (see College of Arts and Sciences section of this catalog)

Information Technology

| | |
|----------|--|
| ACCT 805 | Auditing and Assurance Services |
| ISOM 810 | Management of Information Technologies |
| ISOM 815 | Database Management |
| ISOM 825 | Business Data Communications |

The Graduate Diploma in Professional Accounting (GDPA)

The Graduate Diploma in Professional Accounting provides an economical and accelerated way for students to gain a sound understanding and competence in the practice of accounting.

The program allows students to concentrate in one of four options: public accounting; corporate controller-ship; not-for-profit controllership; and international controllership. Students pursuing the public accounting option obtain the accounting educational requirements in Massachusetts to take the Certified Public Accountant (CPA) examinations, provided they have completed a total of 150 credit hours of university education.

Admission

Admission requirements for the Sawyer School of Management GDPA are listed in the Graduate Programs section of this catalog. However, the GMAT is not required for admission to the GDPA Program.

Waivers

Up to four of the eight required GDPA courses may be waived with credit on the basis of equivalent courses taken at an accredited college or university within the past five years with a grade of "B" or better.

Advising

Students are assigned an advisor from the accounting faculty upon admission.

Curriculum

The GDPA curriculum consists of ten courses (30 credits): eight (8) required courses and two (2) elective courses. Courses can be taken in any sequence, depending only on specified course prerequisites. Students must have their proposed programs of study approved by the Director of Graduate Programs in Accounting.

Requirements to Complete Program

Students must maintain a grade point average of 3.0 or better in the courses they are required to take at Suffolk University to complete the GDPA.

GDPA Required Courses

7 Courses, 21 Credits

With no background in accounting, students must also take MBA 640 before taking ACCT 801.

| | |
|----------|--|
| ACCT 801 | Graduate Intermediate Accounting I* |
| ACCT 802 | Graduate Intermediate Accounting II |
| ACCT 804 | Cost Information, Decision and Control |
| ACCT 865 | Technology and Financial Information |
| ACIB 872 | International Financial Analysis and Control |
| BLLS 800 | Business Law |
| TAX 801 | Issues in Federal Taxation |

Electives

2 Courses, 6 Credits

The following options are suggested, based on a student's choice of career focus:

Public Accounting

| | |
|----------|---------------------------------|
| ACCT 803 | Graduate Advanced Accounting |
| ACCT 805 | Auditing and Assurance Services |

Corporate Accounting

| | |
|----------|--|
| ACCT 824 | Corporate Financial Reporting and Analysis |
| ACCT 825 | Corporate Financial Planning and Control |

Not-for-Profit Accounting

| | |
|----------|---------------------------------------|
| ACCT 871 | Not-for-Profit Accounting and Control |
| TAX 872 | Tax-Exempt Organizations |

Combined MBA/GDPA

For information about the Combined MBA and GDPA program, please refer to the MBA section of this catalog.

The Master of Science in Taxation (MST)

The Sawyer School is the only business school in Boston to achieve accreditation of its accounting and taxation programs by AACSB International. The Suffolk MST program is the only AACSB International-accredited MST program in Massachusetts.

The MST Program prepares students to become successful tax professionals in public accounting, the corporate sector, or government. It is intended primarily for part time study, complementing the experience students gain from the workplace.

The program is flexible in terms of the kinds of educational background and experience candidates can bring to the program. Our most important concern is that students are focused in their professional career objectives. The MST is recognized for tax advisors, either in personal practice, as members of accounting or trust firms, in corporate tax management positions, or as members of federal or state agencies. Both accountants and attorneys often take the MST to specialize their professional knowledge and skills.

Graduates of the MST Program will have competence in accounting, a sound understanding of tax issues in a global environment, and an ability to apply this knowledge effectively in tax planning and problem solving situations. They will also have strong communication and research skills, and a keen appreciation of the ethical standards of professional practice.

Admission

Admission requirements for the Sawyer School of Management MST Degree Program are listed in the Graduate Programs section of this catalog. However, the GMAT may be waived if the candidate holds a CPA or other recognized professional qualification in accounting; a JD; a master's degree from an accredited school of management; or significant work-related experience and an appropriate GPA.

Waivers and Transfer Credits

The accounting core can be waived with credit by students who have an undergraduate accounting major, or who have a recognized professional accounting qualification. Alternatively, accounting core courses can be waived by equivalent undergraduate or graduate courses taken within the past five years with a grade of "B" or better at an accredited college or university.

Transfer credit for the tax courses up to a maximum of nine credit hours can be granted for equivalent graduate courses taken within the past five years at an AACSB International-accredited college or university, with a grade of B or better, provided they have not been applied to another degree, certificate or diploma.

TAX 801 – Issues in Federal Taxation may be waived with substitution for students who have passed two appropriate undergraduate tax courses with a grade of B or better at an accredited U.S. college or university. Students who have significant tax experience as judged by the Director of Graduate Programs in Taxation may also waive it with substitution. Another graduate course is chosen from the electives to replace it.

Advising

Students are assigned an advisor from the accounting faculty upon admission into the program.

Requirements to Graduate

Students must maintain a grade point average of 3.0 or better in the courses they are required to take at Suffolk University to complete the MST degree.

Curriculum

The MST consists of 30 – 39 credits:

For students who hold a bachelor's degree in accounting from an accredited college or university, or who hold a recognized professional accounting qualification, the MST Program consists of seven (7) required tax courses and three (3) elective courses. The program also accommodates students with no accounting background, through three (3) accounting core courses. The number of courses required for the MST can therefore be between 10 and 13, depending on a student's accounting preparation.

Accounting Core Courses* **9 Credits**

| | |
|----------|-------------------------------------|
| ACCT 801 | Graduate Intermediate Accounting I |
| ACCT 802 | Graduate Intermediate Accounting II |
| ACCT 803 | Graduate Advanced Accounting |

*May be waived.

MST Required Courses **21 Credits**

| | |
|---------|---------------------------------------|
| TAX 801 | Issues in Federal Taxation** |
| TAX 861 | Tax Research |
| TAX 862 | Taxation of Corporations |
| TAX 863 | Taxation of Pass-through Entities |
| TAX 864 | Tax Practice and Procedures |
| TAX 867 | Advanced Topics in Corporate Taxation |
| TAX 871 | Taxation of Estates, Trusts and Gifts |

**May be waived and another tax elective substituted

Electives **9 Credits**

Students select three (3) electives from the following:

| | |
|---------|---|
| TAX 865 | International Taxation I |
| TAX 866 | State and Local Taxation |
| TAX 868 | Estate Planning Techniques |
| TAX 870 | Federal Income Taxation of Estates and Trusts |
| TAX 872 | Tax Exempt Organizations |
| TAX 874 | International Taxation II |
| TAX 875 | Tax Accounting Periods and Methods |
| TAX 876 | Tax Policy |
| TAX 878 | Tax Compliance |
| TAX 879 | Personal Financial Planning |
| TAX 900 | Special Topics in Taxation |
| TAX 910 | Directed Individual Study in Taxation |

Any other 800-level course offered in Sawyer School, or any other advanced elective with the approval of the Director of Graduate Programs in Taxation.

Joint Degree Program MBA/MST

See MBA section of this catalog.

Combined MST and GDPA Program

This program is designed for students who do not have an undergraduate degree in accounting, and who want to develop working competence in accounting along with a deep expertise in taxation. It allows students in a very focused and economical way to prepare themselves to obtain a professional qualification in accounting, for instance the CPA, while at the same time completing the MST curriculum.

Admission

Admission requirements for the Sawyer School of Management MST Degree Program are listed in the Graduate Programs section of this catalog. However, the GMAT may be waived if the candidate holds a CPA or other recognized professional qualification in accounting; a JD; a master's degree from an accredited school of management; or significant work-related experience and an appropriate GPA.

Waivers

The four courses in the accounting core and a maximum of one of the required GDPA courses may be waived with credit on the basis of equivalent courses taken at an accredited college or university within the past five years with a grade of "B" or better.

Advising

Students are assigned an advisor from the accounting faculty upon admission.

Requirements to Graduate

Students must maintain a grade point average of 3.0 or better in the courses they are required to take at Suffolk University to complete the MST/GDPA.

Curriculum

The MST/GDPA curriculum consists of 39 – 51 credits:

Accounting Core Courses* **9 Credits**

| | |
|----------|-------------------------------------|
| ACCT 801 | Graduate Intermediate Accounting I |
| ACCT 802 | Graduate Intermediate Accounting II |
| ACCT 803 | Graduate Advanced Accounting |

*May be waived

GDPA Required Courses** **12 Credits**

| | |
|----------|--|
| BLLS 800 | Business Law |
| ACCT 804 | Cost Information, Decision and Control |
| ACCT 865 | Technology and Financial Information |
| ACIB 872 | International Financial Analysis and Control |

**A maximum of one of these courses may be waived with credit

MST Required Courses **21 Credits**

| | |
|---------|---------------------------------------|
| TAX 801 | Issues in Federal Taxation*** |
| TAX 861 | Tax Research |
| TAX 862 | Taxation of Corporations |
| TAX 863 | Taxation of Pass-through Entities |
| TAX 864 | Tax Practice and Procedures |
| TAX 867 | Advanced Topics in Corporate Taxation |
| TAX 871 | Taxation of Estates, Trusts and Gifts |

***May be waived and an additional tax elective substituted

MST Electives

9 Credits

Students select three (3) electives from the following:

| | |
|---------|---|
| TAX 865 | International Taxation I |
| TAX 866 | State and Local Taxation |
| TAX 868 | Estate Planning Techniques |
| TAX 870 | Federal Income Taxation of Estates and Trusts |
| TAX 872 | Tax Exempt Organizations |
| TAX 874 | International Taxation II |
| TAX 875 | Tax Accounting Periods and Methods |
| TAX 876 | Tax Policy |
| TAX 878 | Tax Compliance |
| TAX 879 | Personal Financial Planning |
| TAX 900 | Special Topics in Taxation |
| TAX 910 | Directed Individual Study in Taxation |

Any other 800-level course offered in Sawyer School, or any other advanced elective with the approval of the Director of Graduate Programs in Taxation.

Advanced Certificate in Taxation (ACT)

The ACT Program extends and complements the MST Program. The MST, through the choice of three electives, permits students some degree of specialization. However, given the dynamic and complex nature of tax policy and practice, tax professionals need to devote much more effort and study to developing an area of special expertise. Moreover, they need to be continually active in studying tax matters as they evolve.

Candidates must hold a graduate degree in a management subject or law to be admitted to the program.

Five (5) graduate courses, for a total of 15 credit hours, are required to earn the ACT. At least four of the courses must be in taxation.

Requirements to Complete Program

Students must maintain a grade point average of 3.0 or better in the courses they are required to take at Suffolk University to complete the ACT.

GRADUATE PROGRAMS IN FINANCE

Master of Science in Finance (MSF)

The Master of Science in Finance (MSF) Program is designed to prepare students for a career in finance. To excel in finance a person must be able to act and react to a rapidly changing business environment. The MSF Program at Suffolk provides students with the tools that will enable them to confront and manage the financial variables crucial to achieving success. During the past decade, financial tasks have become increasingly complex. A traditional MBA degree may not be adequate for students wishing to succeed in the highly specialized financial environment of today's business world. The MSF Program at Suffolk is ideal for students who are seeking employment in the finance industry; students possessing an MBA degree who wish to specialize in the finance industry; and students working towards professional designations such as a CFA (Certified Financial Analyst) or CFP (Certified Financial Planner).

Students with an MBA or bachelor in business may be eligible to waive some or all of the prerequisite management courses.*

Program of Study

The MSF is a cohort program and runs on a four-quarter-a-year calendar, enabling students to take two courses per quarter. The course schedule was created with the students' professional career objectives in mind. Courses are offered in the evening, making it possible to combine work and education. For student convenience and planning, each entering MSF class will possibly meet on the same evening throughout the program. Classes run from 4:30 to 7:10 and 7:15 to 9:55, meeting thirteen times during each quarter, including two Saturday sessions per quarter, with classes meeting from 9:00 to 11:30 and 12:30 to 3:00. Meals are provided for evening and Saturday classes.

Admission Requirements

In addition to the requirements listed in the Sawyer School Graduate Programs section of this catalog, candidates are required to complete an interview with the Program Director as the final step of the Admissions Requirements. Applicants will be contacted by the Program Office to schedule the interview once all necessary documents are filed with Graduate Admissions.

*Course waivers enable students to complete the program within 15 months.

For more information about the Master of Science in Finance Program, please contact Suffolk University, Office of Graduate Programs in Finance, 8 Ashburton Place, Boston, MA 02108-2770, (617) 573-8641.

MSF Curriculum

The MSF Curriculum consists of 30 – 43.5 credits.

Students may begin taking required MSF courses provided that they have successfully completed or waived the following:

MBA Core Courses 10.5 Credits

May be waived.

| | |
|---------|---|
| MBA 620 | Statistical Methods (1.5 credits) |
| MBA 630 | Economic Analysis for Managers |
| MBA 640 | Corporate Financial Reporting and Control |
| MBA 650 | Value-Based Financial Management |

MBA Electives 3 Credits

Select one course. *May be waived.*

| | |
|---------|--|
| MBA 610 | Organizational Behavior |
| MBA 660 | Marketing: The Challenge of Managing Value |
| MBA 670 | Information Management for Competitive Advantage |
| MBA 680 | Managing in the Ethical and Legal Environment |

MSF Required Courses 21 Credits

| | |
|---------|-------------------------------------|
| MSF 808 | General Theory in Corporate Finance |
| MSF 810 | Investment Analysis |
| MSF 812 | Capital Budgeting |
| MSF 814 | Options and Futures |
| MSF 816 | Financial Institutions Management |
| MSF 818 | Econometrics |
| MSF 820 | Financial Policy |

MSF Electives 9 Credits

Select three courses.

| | |
|-------------|---|
| MSF 825 | Multinational Financial Management |
| MSF 831 | Portfolio Management |
| MSF 841 | Financial Forecasting |
| MSF 851 | Working Capital Management |
| MSF 863 | International Financial Markets and Banking |
| MSF 871 | Advanced Banking Theory |
| MSF 880 | Investment Banking |
| MSF 881 | Real Estate Finance |
| MSF 882 | Financial Engineering |
| MSF 884 | Fixed Income Securities |
| MSF 885 | Risk and Insurance |
| MSF 887 | Fundamental Equity Analysis |
| MSF 891-894 | Seminar in Finance |
| MSF 895/897 | Master's Thesis OR |
| MSF 910 | Directed Individual Study |

Advising

Upon entering the MSF Program at Suffolk, students are assigned an academic advisor by the Finance Department. Additionally, students are invited to discuss academic and career interests with their advisor. Advisors office hours are posted in the Finance Department, 9th floor of the Sawyer Building.

Master of Science in Financial Services and Banking (MSFSB) Program

The Master of Science in Financial Services and Banking (MSFSB) Program prepares its graduates to perform successfully in commercial banking, investment banking, international banking, asset securitization, cash management, accounts receivable and payable management, as well as in the creation of complex derivative products, their use for risk exposure control, and their marketing to corporate clients. The MSFSB program consists of up to fourteen courses: four prerequisite courses, six MSFSB required courses and four MSFSB elective courses. MSFSB elective courses allow students to concentrate in specialization areas like bank management and financial services management.

Course Waivers

Students with an MBA or holders of Bachelor Degrees in business may qualify to waive some or all prerequisite courses*.

Program of Study

The MSFSB is a cohort program and runs on a four-quarter-a-year calendar, enabling students to take two courses per quarter. The MSFSB course schedule was created with the students' professional career objectives in mind. Courses are offered in the evening, making it possible to combine work and education. For student convenience and planning, each entering MSFSB class will possibly meet on the same evening throughout the program. Classes run from 4:30 to 7:10 and 7:15 to 9:55, meeting thirteen times during each quarter, including two Saturday sessions per quarter, with classes meeting from 9:00 to 11:30 and 12:30 to 3:00. Meals are provided for evening and Saturday classes.

Admission Requirements

In addition to the requirements listed in the Sawyer School Graduate Programs sections of this catalog, candidates require an interview with the Program Director as the final step of the Admission Requirements. The candidate will be contacted by the Program Office to arrange for this interview. For more information about the Master of Science in Financial Services and Banking Program, please contact Suffolk University, Office of Graduate Programs in Finance, 8 Ashburton Place, Boston, MA 02108-2770, (617) 573-8641.

MSFSB Curriculum

The MS in Financial Services and Banking Program consists of 30-45 credits.

Students may begin taking required MSF courses provided that they have successfully completed or waived the following:

MBA Core Courses 10.5 Credits

May be waived.

| | |
|---------|---|
| MBA 620 | Statistical Methods (1.5 credits) |
| MBA 630 | Economic Analysis for Managers |
| MBA 640 | Corporate Financial Reporting and Control |
| MBA 650 | Value-Based Financial Management |

MBA Electives 3 Credits

Select one course. *May be waived.*

| | |
|---------|--|
| MBA 610 | Organizational Behavior |
| MBA 660 | Marketing: The Challenge of Managing Value |
| MBA 670 | Information Management for Competitive Advantage |
| MBA 680 | Managing in the Ethical and Legal Environment |

MSFSB Required Courses 18 Credits

| | |
|---------|-------------------------------------|
| MSF 808 | General Theory in Corporate Finance |
| MSF 810 | Investment Analysis |
| MSF 814 | Options and Futures |
| MSF 816 | Financial Institutions Management |
| MSF 818 | Econometrics |
| MSF 820 | Financial Policy |

MSFSB Electives 12 Credits

Select four courses.

| | |
|-------------|---|
| BLLS 850 | Banking Laws |
| BLLS 860 | Securities Regulation |
| MSF 831 | Portfolio Management |
| MSF 863 | International Financial Markets and Banking |
| MSF 871 | Advanced Banking Theory |
| MSF 872 | Bank Administration |
| MSF 873 | Marketing of Financial Services |
| MSF 880 | Investment Banking |
| MSF 881 | Real Estate Finance |
| MSF 882 | Financial Engineering |
| MSF 885 | Risk and Insurance |
| MSF 887 | Fundamental Equity Analysis |
| MSF 891-894 | Seminars in Finance |
| MSF 895/897 | Master's Thesis |
| MSF 910 | Directed Individual Study |

Advising

Upon entering the MSFSB Program at Suffolk, students are assigned an academic advisor by the Finance Department. Additionally, students are invited to discuss academic and career interests with their advisor. Advisors' office hours are posted in the Finance Department, 9th floor of the Sawyer Building.

*Course waivers enable students to complete the program within 15 months.

The Certificate Program for Advanced Study in Finance

The Certificate Program for Advanced Study in Finance (CPASF) is a pragmatic non-degree program designed for those who wish to further their expertise in finance, either to improve their own technical proficiency or to supervise or interact with finance professionals. The program provides an opportunity for qualified professionals to update their knowledge of modern finance theories and practices and to develop a competitive edge in the rapidly changing financial environment.

The program is suitable for working professionals whose responsibilities are currently, or expected to be financial in nature, or for those outside of the finance area who desire to understand financial thinking in order to compete effectively in the corporate marketplace. The program may be beneficial to recent graduates of a master's program because new courses are designed to meet the challenges in the field of financial theory.

Admission Requirements

The program is available to individuals with a Master of Business Administration degree or a Master of Science degree in a business specialty. Those individuals with a baccalaureate degree in business who have sufficient professional experience and who have demonstrated their ability to do high quality academic work are also encouraged to apply. Consistent with the requirements of the AACSB International – The Association to Advance Collegiate Schools of Business, the criteria for admission to the program will be appropriate undergraduate and graduate grade point average and an appropriate score in the Graduate Management Admission Test (GMAT).

Curriculum

The program requires the completion of five courses at the 800 level selected from the area of Finance for a total of 15 credits (provided students demonstrate adequate proficiency in prerequisite course work). Students design their program specifically to satisfy their needs and objectives, with a faculty advisor's approval and consultation. Students may focus on a particular functional area.

Graduate Course Descriptions

A complete list of all graduate courses offered through the Sawyer School of Management is listed below. Unless otherwise stated a course is equivalent to 3 credits. Frequency and scheduling of courses is subject to change based upon class enrollment and faculty availability. Core Courses are generally offered every semester, while upper level elective courses are offered once a year.

Accounting Courses

ACCT 801 – Graduate Intermediate Accounting I

Students learn the practice of financial accounting and reporting under USGAAP, concentrating on the measurement and reporting of various asset, liability, and equity accounts, measurement and reporting of revenue, expense and net income, and the presentation and interpretation of financial statements. Pronouncements of authoritative sources such as the SEC, AICPA and the FASB are studied. Reference is made to accounting practices in other countries and to pronouncements by the IASB. With no prior background in accounting, students are required to take MBA 720 or MBA 640 before taking ACCT 801.

Prerequisite: MBA 720 or MBA 640 or equivalent or by permission of instructor.

ACCT 802 – Graduate Intermediate Accounting II

This course continues the treatment of financial accounting and reporting from ACCT 801. Students learn the USGAAP accounting treatment of corporate securities, treasury stock, contingent and recognized liabilities – including post-retirement benefits, bonds and leases, and the allocation of corporate tax expense. Other topics include cash flows and changes in GAAP methods.

Prerequisite: ACCT 801 or by permission of the instructor.

ACCT 803 – Graduate Advanced Accounting

This course continues the treatment of financial accounting and reporting from ACCT 802. Students learn the USGAAP accounting treatment of partnership and branch forms of organization, consolidations and business combinations. Governmental and not-for-profit methods of accounting are introduced.

Prerequisite: ACCT 802.

ACCT 804 – Cost Information, Decision and Control

Concepts and practices of cost measurement: variable costing, cost-volume-profit analysis, setting goals and monitoring performance; standard costing and variance analysis, and dealing with multiple products – standard mix and mix variances; joint and by-product costing; measurement and control of overhead costs. Constructing operating, working capital and capital budgets. Analysis in support of decisions, such as pricing, setting product line and customer profitability policy, and sourcing of products and services. Matching costing systems to strategy.

Prerequisite: MBA 720 or MBA 640 or ACCT 801.

ACCT 805 – Auditing and Assurance Services

Theory, philosophy and practice of auditing, including an examination of AICPA pronouncements and Generally Accepted Auditing Standards (GAAS). Internal audit programs and procedures and their interaction with the external audit. Analytical review methods. Assurance services: quality and reliability of information for decision making; assessment, management and auditing of risk; communication with markets, valuation issues and audit risk; electronic data processing and commerce and system reliability issues.

Prerequisite: MBA 720 or MBA 640 or ACCT 802.

ACCT 806 – Fraud Examination

An examination of the pervasiveness of and genres of fraud. A study of the motivations, opportunities and rationalizations that facilitate fraudulent behavior. Methods of detection, investigation and prevention of financial statement frauds, as well as other types of financial-related frauds, are covered, using lectures, texts, videos and outstanding forensic accountant guest speakers from both the public and private sectors.

Prerequisite: ACCT 801 or MBA 720 or MBA 640 or by permission of the instructor.

ACCT 810 – Tax Aspects of Business Decisions

Taxation and corporate strategy. The influence of taxation on planning, resource allocation, and capital structure. Taxation, operating decisions and performance assessment. US tax treaties with other countries, and tax sparing. An introduction to international taxation and its effect on the strategy, investment and financing plans, and operating decisions of the multinational firm.

Prerequisite: MBA 720 or MBA 640 or ACCT 802.

ACCT 824 – Corporate Financial Reporting and Analysis

Assessment of corporate strategy in respect to creation and retention of value; identification and management of risk and valuation of companies and financial securities. A framework for analyzing corporate performance and projecting future performance. Assessing quality of accounting and disclosure. Examination of research relevant to financial reporting and analysis and equity prices in the public financial markets. Topics include corporate financial policy, analysis and valuation, lending decisions and risk analysis by lending officers, valuation for mergers and corporate divestitures, and analytical review as part of the audit function.

Prerequisite: MBA 720 or MBA 640 and MBA 650 or ACCT 802.

ACCT 825 – Corporate Financial Planning and Control

Corporate strategy and assessment of key performance areas and principal sources of business risk. A framework for designing responsibility accounting systems to map corporate strategy – key performance indicators and risk – into the managerial organization. Balancing financial and non-financial measures of performance. Design of budgetary planning and control systems. Transfer pricing and management control of organizational interdependencies. Research pertaining to managerial incentives and performance. Use of financial information in corporate strategic and long-range planning and resource allocation, including capital investment criteria. Organizational issues around performance measurement and incentives, and creating a learning organization.

Prerequisite: MBA 720 or MBA 640 or ACCT 804.

ACCT 861 – Accounting Theory and Practice

Theories and practice of income measurement and valuation of assets and liabilities; accounting policy-making process; aspects of professionalism and ethics. Oral and written communication skills are developed and enhanced.

Prerequisite: MBA 720 or MBA 640 or ACCT 802.

ACCT 865 – Technology and Financial Information

Technologies of information management and how they are affecting the provision of financial information to management and to the financial markets. Financial modeling to support planning and control processes. Decision support systems and executive support systems. Database design, and technical aspects of organizational communication. Implementation of internal controls; privacy and data security issues.

Prerequisite: MBA 720 or MBA 640 or ACCT 802.

ACCT 871 – Not-for-Profit Accounting and Control

Accounting in a not-for-profit environment: fund accounting, encumbrance accounting, and GASB pronouncements. Cost accounting and budgetary control for government and its agencies, medical, educational, religious and other not-for-profit organizations. The application of cost benefit analysis in the resource allocation process. Program planning, budgeting and reporting systems.

Prerequisite: MBA 720 or MBA 640 or ACCT 801.

ACIB 872 – International Financial Analysis and Control

Corporate financial analysis in a multinational environment. Understanding the reasons for differences among nations in approaches to disclosure and choices of accounting measurement systems. The influence of the IASC and IOSCO on multinational accounting harmonization. Contrasting historical cost/historical purchasing power accounting with other accounting approaches, including current value accounting. Assessing how differences in industrial and ownership structures affect accounting performance measurement. Risk management in a multinational environment, and accounting for derivative contracts. Consolidation accounting in a multinational company. Budgetary control and transfer pricing in a multinational company.

Prerequisite: MBA 720 or MBA 640 or ACCT 802; and MBA 750.

ACCT 900 – Special Topics in Accounting

An in-depth analysis of timely special issues in the field of accounting. Specific topics are announced when the course is scheduled.

Prerequisite: Instructor's approval.

ACCT 910 – Directed Individual Study in Accounting

Prerequisite: Instructor's approval and approval of the Dean's Office.

Business Law Courses

BLLS 800 – Business Law

The philosophy and practice of substantive law affecting the formation, operations and discharge of commercial transactions and contracts, and business associations, including agency, partnership, corporation and trust forms of association. Aspects of property law as well as international dimensions are considered.

BLLS 810 – Domestic and International Aspects of Commercial Transactions

Principles of contracts, commercial transactions, and negotiable instruments including the Uniform Commercial Code, the United Nations Convention on Contracts for the International Sale of Goods, import-export transactions, and letters of credit. Emphasis on strategically structuring, negotiating, and executing sales, employment and other commercial transactions.

Prerequisite: MBA 730 or MBA 680.

MGLS 818 – Managing In the External Environment

The relationship between internal business strategic processes and external influences from consumers, government and society. Case studies of direct and indirect business/government/societal relations are used to identify and solve problems facing business administrators in highly complex and changing environments, with a focus on formulating long-term strategic processes.

Prerequisite: MBA 680 or MBA 730.

BLLS 820 – Enterprise Organization – Domestic and International

Legal aspects of organizing, financing and operating a business enterprise, with emphasis on agency, partnerships, corporations, trusts, multinational enterprise and joint ventures.

Prerequisite: MBA 680 or MBA 730.

BLLS 840 – Legal Protection of Product Innovation

Study of the legal framework for the protection and marketing of goods and services, especially in high technology industries, with emphasis on patents, trademarks, copyrights, unfair competition, misappropriation of trade secrets, and related forms of intellectual property protection.

Prerequisite: MBA 680 or MBA 730.

BLLS 850 – Banking Laws

Recent legislative reforms of the financial institutions industry, including: Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA), Omnibus Crime Bill of 1991. Laws affecting the competitiveness of financial institutions in today's markets, including: capital requirements, interstate banking, securities trading, will be studied.

BLLS 860 – Securities Regulation

An introduction to the federal securities laws, with particular attention focused on the registration, disclosure and liability provisions of the Securities Act of 1933 and the Securities Exchange Act of 1934. The Securities and Exchange Commission in civil enforcement actions will be studied.

BLLS 870/PAD 850 – Alternative Dispute Resolution

This course will review all areas of alternative dispute resolution. Mediation, arbitration, negotiation, conciliation, and mini trials will be discussed within the contexts of labor, management and governmental applications as ADR rapidly grows as an option to resolve disputes and manage litigation costs.

Entrepreneurship Courses

MGES 826 – Entrepreneurship and New Venture Creation

This course introduces the practice of entrepreneurship – the creation of value through innovation. We discuss how entrepreneurs combine ideas, concepts, technologies and procedures in new ways to produce highly profitable products and services. Innovation always begins with an idea, but successful ideas must be taken to the point where the what, when, where, and how the new venture will proceed are clearly specified. During the semester we discuss the information needed to succeed, where it's found and how it's used. As a means of reinforcing the points, each student will research and produce a new venture plan.

Prerequisite: MBA 610 or MBA 710.

Offered Fall and Spring.

MGES 828 – The Entrepreneurial Firm

The course explores the concept of the entrepreneurial firm, which lies at the heart of modern-day competition. Entrepreneurship is emphasized as a continuing orientation rather than a start-up activity, with interdependent internal and external components. Internal components include evolution, learning, "intrapreneurship," and strategic renewal of the firm, while external components include networking, alliance-building, and customer and supplier relations. There will be an opportunity to design a new or critique an existing firm, based upon course principles.

Offered Spring.

MGES 830 – Small Business Management and Entrepreneurship

This course focuses on the nature of the entrepreneurial organization; its volatility and flux, where standard operating procedures are lacking and organizational structure, culture and leadership style are created anew each day. Successful small business management requires that a series of developmental challenges be identified and addressed if the venture is to succeed.

Prerequisite: MBA 610 or MBA 710.

Offered Fall.

MGES 832 – Venture Capital Finance

This course is designed for people who wish to become involved in the venture capital market as investors, intermediaries, or as owner-managers of emerging growth companies seeking to raise funds. The purpose of the course is to define the venture capital market and to show where it fits within the domestic and international economic and financial system, to show how its characteristics relate to modern financial theory and practice, and to educate interested parties in the operational aspects of the venture financing process and the development of emerging growth companies.

Prerequisite: MBA 650 or MBA 750.

Offered Spring.

MGES 834 – Management of Technology and Innovation

This course examines the management process of creating, developing, designing and implementing new products and technology. The course focuses on the full range of activities from laying a foundation of technical knowledge in research, through the creation and design of new products or process concepts, to the integration of marketing, manufacturing, engineering and project management, in the development process and, finally to the successful commercial introduction of new products and processes.

Prerequisite: CIS W700.

Offered Fall.

MGES 836 – Managing the Family Business

The business, personal and interpersonal issues associated with a family-owned and managed firm are explored in this course. Topics evaluated in the course include: the competitive strengths and weaknesses in a family firm; dynamics of family interactions and the family business culture; conflictive resolution; estate planning; and planning for succession.

Prerequisite: MBA 710 or MBA 610.

Offered Fall or Spring.

MGES 838 – Managing Growing Businesses

The objective of the course is to provide a series of concepts, frameworks, and heuristics that enable students to anticipate and deal with the problem and opportunities that accompany growth in an owner-managed, privately-owned, entrepreneurial firm. The course focuses on the decisions made by owner-managers in order to turn their emerging businesses into self-sustaining organizations, from the first sale to \$100 million in sales. As such, it is designed to build on the skills and strategic perspective developed in the New Ventures and Entrepreneurship course. In the owner-managed, growing firm, the implementation challenges include the functional management of marketing, human resources, operations, and finance, as well as those that are particular to the growing firm: establishing and sharing the vision; customer and product development; managing and control systems, managing transitions and troubled times, professionalizing the growing business and the changing role of the founders. The course focuses primarily on the founding entrepreneur(s), but it will also address the issues faced by professional managers who join the firm after start-up.

Prerequisites: MBA 710, MBA 720 and MBA 740
or MBA 610, MBA 640 or MBA 670.

Offered Spring and Summer.

MGES 910 – Practicum in Entrepreneurship

An opportunity to undertake a project with a local business or institution in an area of the student's interest, usually for three credit hours and to be completed in one semester.

Offered Spring.

Finance and Managerial Economics Courses

FIN 800 – Financial Statement Analysis for Financial Institutions

The focus is on financial statement analyses of the financial services industry. Bank financial statement analysis with an emphasis on off-balance sheet lending and borrowing, capital structure issues, and savings and loans are studied. Innovations in mortgage-backed securities and asset-based financing techniques are analyzed. Additionally, the tax implications of various derivative securities are studied. Case studies and computer based assignments may be used.

FIN 801 – Money and Capital Markets

Analysis of the markets for financial assets, including the money market and various bond and stock markets. Topics include determinants of the level and structure of interest rates, the Federal Reserve impact on markets, how financial institutions operate with respect to their sources and uses of funds, essentials of the regulatory structure of financial markets, transactions costs, and interrelations among markets.

FIN 805 – Capital Management

The objective of this course is to extend the body of knowledge in basic finance. Topics include dividend theory, capital structure theory, capital budgeting, long-term financing decisions, cash management, corporate restructuring, market efficiency, and risk and liability management.

Prerequisite: MBA 750 or MBA 650.

FIN 808 – General Theory in Corporate Finance*

In-depth analysis of major theoretical issues in finance. Includes time value of money, valuation of capital assets, capital budgeting, capital structure and dividend policy, with an emphasis on the financial economics approach to the firm's problems.

Prerequisite: MBA 750 or MBA 650.

FIN 810 – Investment Analysis

An introduction to markets for investment procedures, valuation models, basic analytical techniques and factors influencing risk/return tradeoffs. This emphasizes the professional approach to managing investment assets.

Prerequisite: MBA 750 or MBA 650.

FIN 812 – Capital Budgeting*

Techniques and decision-making rules for the evaluation and selection of long-term investment projects by corporations. Also examines the interaction of investment and financing. Includes case assignments and discussion of readings.

Prerequisites: FIN 808 and FIN 810.

FIN 814 – Options and Futures*

The pricing of options and futures contracts, the characteristics of the markets in which these contracts are traded, options and futures strategies, and the application of these contracts in the hedging of financial positions.

Prerequisites: FIN 808 and FIN 810 for MSF students.

**Courses marked with an * are MSF or MSFSB Required Courses. MBA students require permission of the MSF director to take these courses.*

FIN 816 – Financial Institutions Management*

Major issues in the financial management of financial institutions, with emphasis on concepts and techniques required for successful management. Includes analysis of the interplay between regulation and innovation, and their joint effect on the organizational structure of financial institutions.

Prerequisites: FIN 808 and FIN 810.

FIN 818 – Econometrics*

An introduction to mathematical statistics and basic econometrics. Covers fundamental econometrics tools as well as hypothesis testing, analysis of variance, linear regressions, simultaneous equations, and models of qualitative choice. Requires significant reliance on the computer and relevant empirical work in finance.

Prerequisites: FIN 808 and FIN 810.

FIN 820 – Financial Policy*

Financial theories, techniques and models applied to the study of corporate financial decisions. Covers aspects of corporate strategy, industry, structure and the functioning of capital markets. Includes lectures and class discussion based on case studies and assigned readings as well as five written case analyses.

Prerequisites: FIN 808, FIN 810, FIN 814 and FIN 816.

FIN 825 – Multinational Financial Management*

Corporate financial decisions in an international setting, with a focus on foreign exchange management and capital budgeting.

Prerequisite: MBA 750 (FIN 808 and FIN 810 for MSF students) or MBA 650.

FIN 831 – Portfolio Management*

Theory and techniques of scientific portfolio management, including the establishment of portfolio objectives, evaluation of portfolio performance, asset allocation strategies, and the use of derivative securities in portfolio insurance.

Prerequisite: MBA 750 (FIN 808 and FIN 810 for MSF students) or MBA 650.

FIN 841 – Financial Forecasting*

The nature, techniques and problems of business forecasting. Covers indicators of business activity, short-run econometrics forecasting models, and the construction of aggregate forecasts as well as forecasts of major economic sectors. Includes long-term predictions and the application of aggregate and sector forecasts for particular industries and firms.

Prerequisite: FIN 818.

FIN 851 – Working Capital Management*

Theoretical and practical issues involved in the management of current assets and liabilities, with emphasis on the formulation and the financing aspects of a working capital policy.

Prerequisite: FIN 812.

FIN 863 – International Financial Markets and Banking*

An investigation of internationally competitive financial markets in which business managers and investors must make decisions by recognizing national and international constraints and possibilities. Also: techniques, concepts and institutional settings which are useful in analyzing national regulations, dealing practices, taxes, currencies and type of securities.

Prerequisite: FIN 816.

FIN 871 – Advanced Banking Theory*

A direct extension of Financial Institutions Management, this course will deepen the understanding of the Institutions area through case studies requiring the application of class material, and a reexamination of key theories through lectures and student research reports.

Prerequisite: FIN 816.

FIN 872 – Bank Administration*

Examines financial issues facing depository institutions using a practitioner approach. Topics include general lending policy, credit analysis, including financial statement analysis, statutory accounting, tax laws, and portfolio management.

Prerequisite: FIN 808

FIN 873 – Marketing of Financial Services*

Examines the role of the service sector in our economy, focusing on consumer and financial services. Topics include improving productivity in the service sector and developing strategic plans for service operations.

Prerequisite: FIN 808.

FIN 880 – Investment Banking*

The course provides a broad overview of the role of investment banking in modern societies such as the U.S., Europe and Japan. The main functions of investment banks such as origination, syndication and distribution of security issues will be analyzed. Topics to be covered include the pricing of new debt and equity issues, and secondary offerings by investment banks. The course will also focus on other activities such as mergers and acquisitions, leverage buyouts, valuation of closely held companies and restructuring of distressed companies. The role of investment bankers in restructuring industry and financing governments will also be covered. Finally, ethical issues which are faced by investment bankers will be considered. Each of the topics to be covered will be supplemented with a case study.

Prerequisites: FIN 808 and FIN 810.

FIN 881 – Real Estate*

Covers the theory and measurement of return and risk on real estate loans, valuation theory, determination of future costs; discounting cash flows in current income producing properties and use of negative cash flows in abandonment decisions. Applies finance theory to decisions in subdivision of land and development of such properties and to problems of investment strategy for lending institutions and government agencies.

Prerequisite: FIN 808.

FIN 882 – Financial Engineering*

Provides a framework for understanding, analyzing and valuing modern financial instruments. This course examines several types of derivative securities and their use in managing financial risk. While the interests of issuers, intermediaries, and investors will all be considered in the course, the primary emphasis is on the perspective of corporate financial managers and the use of modern financial technology in the creation of value for shareholders.

Prerequisite: FIN 814.

**Courses marked with an * are MSF or MSFSB Required Courses. MBA students require permission of the MSF director to take these courses.*

FIN 885 – Risk and Insurance*

Theory, practice and problems of risk-bearing in business, and personal pursuits including life, property, and casualty insurance and dealing with contract analysis and investments as well as corporate risk management. Topics in personal financial planning, estate planning, and the role of wills and investments are reviewed in detail.

Prerequisites: FIN 808 and FIN 810.

FIN 887 – Fundamental Equity Analysis

This course will help students develop practical techniques in order to effectively analyze securities and identify strengths and weaknesses. Students will develop presentation and communications skills and learn how to defend an argument, as well as develop skills in model building. The course will combine accounting, financial and strategic analysis and will build upon the skills learned in previous finance classes towards the goal of developing a practical approach to profitability in the markets.

Prerequisites: FIN 808 and FIN 810 or instructor approval.

FIN 888 – Applied Portfolio Research Seminar

This course offers students the opportunity to develop and to test theoretical and practical research ideas in the area of portfolio management. The history, current status, and empirical test results of capital market theory, arbitrage pricing theory, efficient markets theory, derivatives valuation and strategies, equity and bond valuation, and asset allocation theory are studied. Also studied are the applied needs of investors for diversification, considerations towards risk, time horizons and liquidity, and the process for evaluating portfolio performance. Finally, students plan and implement their research projects.

Prerequisite: FIN 810 or instructor's approval. Computer information and programs are very important in this research and analysis.

FIN 891, 892, 893, 894 – Seminar in Finance*

This course covers recently developed theory or practice in finance. Topics vary based on student interest and current trends in the finance industry.

Prerequisite: Instructor's approval.

FIN 895/897 – Master's Thesis*

Prerequisite: Instructor's approval.

FIN 910 – Directed Individual Study

A student-initiated directed study project, generally for three credit hours and completed within one quarter or semester. The student and faculty advisor must concur on a written proposal and final report, and the proposal must be approved by the Office of the Dean prior to registration.

Prerequisite: Instructor's approval.

FNEC 900 – Special Topics in Managerial Economics

A comprehensive analysis of timely special issues in the field of economics for management. Specific topics are announced when the course is scheduled.

Prerequisite: MBA 730 or MBA 630.

**Courses marked with an * are MSF or MSFSB Required Courses. MBA students require permission of the MSF director to take these courses.*

Information Systems and Operations Management Courses

CIS W700 – Computer Literacy for Management Workshop

This one and a half credit workshop introduces the terminology and management implications of computer hardware, software and applications, as well as hands-on skills with the Internet, and word processing, spreadsheets, presentation aids and databases using Microsoft Office products. The terminology/implications component is accomplished with lecture/discussions, textbook readings and interpretation of current technology announcements. The Internet and Microsoft Office applications skills are developed with hands-on tutorials and student projects using the computer teaching classroom, plus extensive outside exercises for use of the computer laboratory or the student's own computer. Additional tutorial sessions are available for students who need extra help. May be taken same semester as MBA 700.

ISOM 810 – Management of Information Technologies

Covers the concepts, applications and recent research findings about the planning, implementation and support of computer technologies in today's competitive, global business environment. Special emphasis is placed on the strategic role of information technologies, the concept of computer-integrated operations, and the effective management of information systems organizations, projects and workers. A group term project focusing on a current management issue is required.

Prerequisite: MBA 740 or MBA 670.

ISOM 813 – Systems Analysis and Design

Covers the concepts, techniques, and tools used in the analysis, design and implementation of computer-based information systems. Provides a conceptual as well as practical understanding of the tools and the process involved in systems analysis and design through lectures, current readings, cases and assignments. Fundamental information systems concepts, a system's life cycle approach, and various systems analysis tools will be used to solve business problems.

Prerequisite: MBA 740 or MBA 670.

ISOM 815 – Database Management

Provides an understanding of the importance of information as an organizational resource and its role in an information system. Students will learn how data management techniques can address an organization's information management problems. Techniques for data modeling and database design will be emphasized. Strategies for managing an organization's information resources in various environments including distributed and client server, and data warehousing will also be covered. Specific DBMSs, including Microsoft Access, will be described, used, and applied to business problems.

Prerequisite: MBA 740 or MBA 670.

ISOM 824 – E-Commerce Applications Development

This is an advanced information technology applications course intended for end-users rather than systems professionals. Focuses on the business implications of emerging Internet information technologies and introduces the concepts, vocabulary, and procedures associated with e-commerce applications development. Covers advanced skills for integrating personal productivity and web development software tools. Students learn to communicate with systems professionals in the analysis, design and implementation of enterprise-wide information technology initiatives (Internet, intranet, and extranet).

Prerequisite: MBA 740 or MBA 670.

ISOM 825 – Business Data Communications

This course introduces concepts, terminology, management issues, and business applications of data communications. It covers local and wide-area networking technologies, evolving standards, voice and data integration, and the Internet. Includes applications of technology to business problems through case studies and guest speakers. Research projects help students develop a clear understanding of the crucial roles of data communications in organizations as an enabling technology for competitive advantage.

Prerequisite: MBA 740 or MBA 670.

ISOM 826 – E-Commerce Concepts

This course introduces the various technologies associated with electronic commerce. Provides an understanding on how organizations utilize these technologies for the fulfillment of goals and to provide a competitive advantage. Focuses on the business implications and impact of Internet technologies, ensuring an appropriate fit between an organization's goals and its use of this technology, and strategies for leveraging E-Commerce.

Prerequisite: MBA 740 or MBA 670.

ISOM 900 – Special Topics in Information Systems

The following courses are being offered:

Business Transformation with Information Technologies which covers the basic concepts of information-technology enabled process reengineering and business transformation, and examines different models of business that have been used successfully for guiding changes in industry (e.g., process analysis, value chain analysis, concurrent engineering, product platform, relationship building, etc.). Case studies will be used to examine how successful organizations have transformed their businesses over the last two decades, and to analyze how information technologies can play critical roles in the transformation of businesses today. The emphasis is to provide the conceptual understanding and managerial knowledge necessary to analyze effective business strategies and implement business process changes in today's fast changing world of electronic commerce.

Another example, **Advanced E-Commerce Applications with ASP**, introduces the conceptualization, design and programming of web-based business applications. Web-scripting languages, such as Active Server Pages (ASP) and VBScript, would be used to develop web front-end applications that interact with back-end databases. The course would also cover organizations through the analysis of real-life cases and the lectures. Multiple strategies for managing the opportunities, risks and impacts of technology in organizations would be explored. Though the knowledge of a programming language is not required for the course, part of this course involved the learning and use of scripting languages to create applications.

Prerequisite: MBA 740 or MBA 670; ISOM 824 is recommended.

International Business Courses

ACIB 810 – Corporate Financial Planning and Taxation

Taxation and corporate strategy. The influence of taxation on planning, resource allocation, and capital structure. Taxation, operating decisions and performance assessment. U.S. tax treaties with other countries, and tax sparing. A framework for assessing international taxation and its effect on the strategy, investment and financing plans, and operating decisions of the multinational firm.

Prerequisites: MBA 640 or MBA 720 or ACCT 802;
and MBA 750 or MBA 650.

ACIB 872 – International Financial Analysis and Control

Corporate financial analysis in a multinational environment. Understanding the reasons for differences among nations in approaches to disclosure and choices of accounting measurement systems. The influence of the IASC and IOSCO on multinational accounting harmonization. Contrasting historical cost/historical purchasing power accounting with other accounting approaches, including current value accounting. Assessing how differences in industrial and ownership structures affect accounting performance measurement. Risk management in a multinational environment, and accounting for derivative contracts. Consolidation accounting in a multinational company. Budgetary control and transfer pricing in a multinational company.

Prerequisites: MBA 640 or MBA 720 or ACCT 802;
and MBA 750 or MBA 650.

FIN 863 – International Financial Markets and Banking*

An investigation of internationally competitive financial markets in which business managers and investors must make decisions by recognizing national knit international constraints and possibilities. Also: techniques, concepts and institutional settings which are useful in analyzing national regulations, dealing practices, taxes, currencies and type of securities.

Prerequisite: FIN 816.

FNEC 810 – The Manager in the Global Economy: Trade Issues and Policy

This course examines the conflicts, constraints, opportunities, and economic and non-economic issues facing managers/organizations interested or engaged in international trade. Special attention will be given to the basis for trade, current trade disputes between the U.S. and other countries, issues of international competitiveness, and the decision process for exportation vs. on-site production through foreign direct investment.

Prerequisite: MBA 730 or MBA 630.

FNIB 825 – Multinational Financial Management

Corporate financial decisions in an international setting with a focus on foreign exchange management and capital budgeting.

Prerequisite: MBA 750 (FIN 808 for MSF) or MBA 650.

BLLS 810 – Domestic and International Aspects of Commercial Transactions

Principles of contracts, commercial transactions, and negotiable instruments including the Uniform Commercial Code, the United Nations Convention on Contracts for the International Sale of Goods, import-export transactions, and letters of credit. Emphasis on strategically structuring, negotiating, and executing sales, employment and other commercial transactions.

Prerequisite: MBA 730 or MBA 630.

**Courses marked with an * are MSF or MSFSB Required Courses. MBA students require permission of the MSF director to take these courses.*

BLLS 830/BLIB 830 – Managing in the International Legal Environment

Legal aspects of doing business internationally and of managing a multinational enterprise with emphasis on the complex web of interactions among the legal, political, economic and cultural forces. Case studies are used as the focal points for discussion of contemporary international conflicts in the areas of trade, expropriation, political risk analysis, foreign direct investment, anti-dumping and countervailing duty laws, export control laws, extraterritoriality and taxation of income.

Prerequisite: MBA 730 or MBA 630.

MGIB 810 – International Business

Principles of international business and the characteristics of distinguishing it from domestic business. This survey course covers the international business environment, macroeconomic factors, global trade, foreign direct investment, exchange rates, and the complexities of multinational corporation formation and operation.

Offered Fall, Spring, Summer.

MGIB 835 – International Strategy

This course addresses the creation of competitive advantage in a multinational firm. Topics include: analysis of the nature of globalization, the formulation and implementation of international strategy, market entry and organizational forms, and the management of global operations.

Prerequisite: MBA 800.

Offered Spring.

MGIB 850 – International Management Overseas Seminar

The seminar is designed to develop students' awareness, understanding and knowledge of managing in an international context. The format will consist of several preparatory sessions at Suffolk and an intensive one week seminar outside the United States. Topics will include, but are not limited to, managing cultural and structural differences, geo-political-economic considerations, international human resources and strategic management issues. The scheduling and the host country destination, as well as content emphasis will vary from term to term. A maximum of two off-campus courses is permitted subject to the 30 credit residency requirement.

Prerequisite: MBA 600 or MBA 700 or permission of instructor.

Offered Spring.

MGIB 855 – Business in China

Note: This course is valued at 1.5 credit hours. It meets for half a semester.

The purpose of the course is to provide a rudimentary introduction to business in China. The main course components include: a fundamental overview of economic, political, and historical issues of China; a discussion on the cultural differences of US and China business practices; consideration of the alternate forms of business in China (e.g., Chinese international business, US multinational business, and small firm China/US business); and China current events. We will also engage in a US/China business negotiation simulation.

Prerequisites: None.

Offered Spring.

MGIB 910 – International Independent Study/Internship

A directed study project in the area of international business or an internship with an overseas component.

Prerequisites: Permission of instructor, Department Chair, and Dean Torrisi.

MGIB 817 – Global Marketing (formerly International Marketing)

This course exposes students to the problems and opportunities associated with marketing across national boundaries. In this attempt, first, national and international environments of international marketing will be analyzed. The purpose is to identify the economic, social-cultural, and legal-political factors relevant for the decision making in international marketing. Second, the way these environmental factors affect various functions of marketing management will be studied. Finally, the control, coordination, and integration of marketing efforts on a transnational basis will be examined.

Prerequisite: MBA 710 or MBA 660.

MKIB 900 Special Topics

An in-depth analysis of timely special issues in the field of marketing. Specific topics are announced when the course is scheduled. An example of a recently offered Special Topics Course is:

Trade Management This course provides students with management skills necessary to succeed in global markets through trade. The course content includes such topics as the role of trade in national economies, examining the trend and development in global trade, the assessment of company readiness to engage in trade, national and international regulations, the assessment of the climate for trade at the country levels, market potential analysis and demand forecasting, formulating marketing strategies and action plans for implementation, logistics and payments. To simulate the real world, the student teams will choose a product, a country of origin and a country of destination and prepare a comprehensive business plan covering all the issues (from A-to-Z) associated with trading of this chosen product. The teams will make a summary presentation of their business plan to the class.

Prerequisite: MBA 710 or MBA 660.

MKIB 817 – International Marketing

The application of marketing principles and practices to competition in global markets. The course emphasizes the skills necessary for cross-cultural marketing.

Prerequisites: MBA 710 and MBA 720 or MBA 660 and MBA 640.

TXIB 865 – International Taxation I

A framework for understanding the U.S. taxation of foreign sources of income. Topics include analysis of tax treaties, source-of-income rules, foreign tax credit, controlled foreign corporations, Foreign Sales Corporations, transfer pricing in multinational companies, and translation of foreign currencies.

Prerequisites: TAX 801 and TAX 861.

TXIB 874 – International Taxation II

U.S. taxation of foreign national taxpayers doing business in the United States. Business, investments and financing planning from a tax perspective for foreign corporations doing business in the United States. Tax treaties and issues of income determination in foreign controlled corporations.

Prerequisite: TXIB 865.

MBA Required and Core Courses (for Campus-based students)

MBA 600 – MBA Experiential

A hands-on behavioral simulation run in teams, this course highlights the interpersonal dynamics that occur between people as they address strategic and operating issues; issues that often involve departmental interdependencies, power relationships, and judgment. MBA 600 emphasizes experiential learning through doing. Working in teams, students assume different roles in the organization. Each role contains extensive information on past business decisions and correspondence on current issues, problem symptoms, and decision situations.

MBA 610 – Organizational Behavior

This course examines the fundamental principles underlying attitudes, motivation, and decision-making in the workplace.

MBA 620 – Statistical Methods

This course introduces the student to the general concepts of descriptive and inferential statistics. It covers basic probability theory, including its application to random variables. It is designed to acquaint the student with the fundamental theoretical background and the basic concepts required for mastery of subsequent topics in statistics.

MBA 625 – Operations Management

Operations Management is the systematic direction and control of the processes that transform inputs into finished goods and services. These goods and services have characteristics that distinguish them in the marketplace, such as high quality, low cost, or rapid delivery. This course provides an introduction to the concepts and analytical methods that are useful in understanding of the management of an organization's operations in both manufacturing and service industries. Topics covered include manufacturing and service operations, supply chain management, total quality management, forecasting.

Prerequisite: MBA 620.

MBA 630 – Economic Analysis for Managers

This course develops the basic tools of microeconomic and macroeconomic analysis with emphasis on business decision-making and the impact of economic policy on organizational performance and competitiveness with respect to global business.

MBA 640 – Corporate Financial Reporting and Control

The course deals with the structure and information content of the three principal financial statements of profit-directed companies, namely the income statement, balance sheet and statement of cash flows. It develops skills in how to use accounting information to analyze the performance and financial condition of a company, and to facilitate decision-making, planning and budgeting, and performance appraisal in a managerial context. Students with no prior background in accounting complete a programmed instruction in the mechanics of double entry accounting at the start of the course.

MBA 650 – Value-Based Financial Management

This course introduces the basic principles of corporate finance. The main focus of the course is on fundamental principles such as time value of money, asset valuation, and risk and return tradeoff. Topics to be covered also include cost of capital, capital budgeting, and capital structure.

Prerequisites: MBA 630 and MBA 640.

MBA 660 – Marketing: The Challenge of Managing Value

Marketing is changing – constantly driven by dramatic technology developments, globalization, and evolving consumption values, practices, and lifestyles. This course covers Marketing themes, theories, and trends that are critical for superior business performance in the 21st century. In this course, we will examine current marketing theory as it is being shaped by forward thinking academics and new developments in today's business practices. This course provides students with a strong foundation in marketing principles and practices required in upper level elective courses.

MBA 670 – Information Management for Competitive Advantage

This course focuses on exploiting information systems (IS) and information technology (IT) for a competitive advantage. It explores the impact of IS and IT on the internal and external environments of organizations. It examines decisions needed for effective deployment of IS and IT, such as IT infrastructures selection, valuation of IT business models, and analysis of the operational benefits and risks. The course also introduces students to the opportunities and challenges of managing technology activities to meet the needs of business executives, IT executives, users and IT partners.

Prerequisites: MBA 620 and MBA 625.

MBA 680 – Managing in the Ethical and Legal Environment

This course utilizes multidisciplinary analytical techniques and case analysis as strategic management tools to assist executives in successfully navigating an increasingly complex, evolving, and highly competitive business environment in which ethical, legal, economic, and regulatory forces are continuously reshaping the global marketplace both to create and limit competitive opportunities.

MBA 780 – Managing in the Global Environment

This course introduces the student to the fundamentals of the global business environment and the cross-cultural factors that affect management practice in this environment. Topics covered include: economic environment, free trade and regional integration, foreign direct investment, exchange rate determination and relevant government policies; the decision to go international; the multinational firm and its business functions.

MBA 800 – Strategic Management

In this course, students will develop a multifunctional general management perspective. Students will be required to integrate and apply knowledge and techniques learned in the core courses of the MBA program. Students will also learn about the principal concepts, frameworks and techniques of strategic management, they will develop the capacity for strategic thinking, and they will examine the organizational and environmental contexts in which strategic management unfolds. Students will achieve these course objectives through a variety of learning activities, such as case studies, computer simulations, examinations, project reports and experiential exercises.

Marketing Courses

MKT 810 – Marketing Research for Managers

The role of research in marketing decision-making, including the cost and value of information. The course uses cases and problems to explore problem definition, research design, sampling, questionnaire design, field methods, data analysis and reporting.

Prerequisite: MBA 710 or MBA 660.

MKT 813 – Integrated Marketing Communication

This course deals with all aspects of integrated marketing communication. Included are the creation and development of communication strategy (i.e., marketing research) and integrated communication tactics (i.e., advertising, public relations, sales promotion, direct marketing, media selection, etc.) as well as measurement and evaluation.

Prerequisite: MBA 710 or MBA 660.

MKT 814 – Strategic Marketing

This course is designed to provide you with both a sound theoretical and an applied approach to developing and implementing marketing strategy at multiple levels of the organization – corporate, division, strategic business unit, and product. Special emphasis will be placed on dealing with contemporary marketing issues in the highly competitive global environment. The course presentation will combine lectures, case studies, guest speakers and a semester long, team-based project.

Prerequisite: MBA 710 or MKT 660.

MKT 815 – Exploiting Insight on Consumers (formerly Consumer Behavior)

Since consumers are at the center of the value creation activities of businesses, an understanding of consumer thoughts, feelings, and actions is critical for business success. The objective of this course is to focus on the acquisition, consumption, and disposal behaviors of consumers. It starts with you examining yourself as a consumer and ends with you in the role of managers using consumer insight to solve business problems. The class uses a mix of lecture, projects, debates and case studies to foster discussion and learning.

Prerequisite: MBA 710 or MBA 660.

MKT 820 – Sales Management

This course addresses the role of the sales manager in today's challenging business environment. As such, the course includes an understanding of direct sales, as well as all facets of sales management such as recruitment, compensation, and management of a sales force. The core of activity is lecture and case study.

Prerequisite: MBA 710 or MBA 660.

MKT 821 – Business-to-Business Marketing

The focus of this course is effective strategies for B-2-B marketing. It explores theories from disciplines such as sociology and social psychology to understand how firms can use interfirm relationship management strategy to gain comparative advantage. Special attention will be given to business buyer behavior, developing and managing industrial product, negotiating for value, purchasing management, and integrating marketing communications.

Prerequisite: MBA 710 or MBA 660.

MKT 822 – Services Marketing

The course focuses on the unique challenges of managing services and delivering quality service to customers. The attraction, retention, and building of strong customer relationships through quality service (and services) are at the heart of the course content. The course is equally applicable to organizations whose core product is service (e.g., banks, transportation companies, hotels, hospitals, educational institutions, professional services, telecommunications, sporting industry, etc.) and to organizations that depend on service excellence for competitive advantage (e.g., high technology manufacturers, automotive, industrial products, etc.).

Prerequisite: MBA 710 or MBA 660.

MKT 823 – Public Relations for Managers

This course will look at the various strategies of how companies and brands develop programs “that do something good” and how they “get caught” doing them. We will examine public relations as a marketing communications tactic that has grown in importance within the enterprise, both as a proactive (e.g., marketing public relations) and reactive (e.g., crisis management) tool. Moreover, we will explore the strengths and weaknesses of the proactive as well as the popular myth that PR is “free advertising.” Although public relations is not synonymous with publicity, many of today's managers seem to believe so. Therefore, emphasis will be placed on publicity as a public relations tactic, as well as understanding trade and consumer news media as publicity outlets.

Prerequisite: MBA 710 or MBA 660.

MKT 830 – Marketing on the Internet

The course explores how the Internet, including the World Wide Web, can be used as an effective tool. Case studies from contemporary online businesses will be presented and discussed. Students will develop an Internet Marketing plan involving intelligence gathering, target market analysis, and evaluation of the marketing mix for achieving the stated objectives. Finally, issues of security, privacy and ethics will be discussed. The course will have the following components: lecture, guest presentations and student development of Internet Marketing plan.

Prerequisite: MBA 710 or MBA 660.

MKT 840 – Direct Marketing

The many aspects of direct marketing, including direct mail, catalogs direct response TV and radio, telemarketing in consumer and business-to-business contexts, and online activities. Includes prospecting techniques, mailing list development, list testing, database management, positioning and creative strategies, and statistically based list segmentation models.

Prerequisite: MBA 710 or MBA 660.

MKT 900 – Special Topics

An in-depth analysis of timely special issues in the field of marketing. Special topics are announced when the course is scheduled. An example of a Special Topics Course is:

Supply Chain Management This course is designed to develop students' ability to design and manage supply chains. It examines the theories and practices used to organize and control supply chains. The approach will go beyond viewing exchange relationships from a strictly physical sense (movement of goods and services) to focus on the interaction between trading partners and how firms are using channel strategies to gain a competitive advantage. Special attention will be given to the development of channel design, administration of multiple channels, managing channel behavior, understanding channel environment, and the management of logistics.

Prerequisite: MBA 710 or MBA 660.

MKT 910 – Directed Individual Study

A student proposes a directed study project, generally for three credit hours and completed during one semester. The student and faculty advisor must concur on a written proposal and final report, and the project must be approved by the Office of the Dean prior of registration.

MKT 920 – Marketing Internship

A semester long internship in a company, nonprofit organization or public agency in the Boston Metropolitan area, usually requiring the equivalent of at least one day per week on the site. The Internship project is described in a written proposal agreed upon by the company sponsor and faculty members. The intern must complete a mid-progress report, a final report and/or presentation.

Prerequisite: Completion of the MBA core courses and good academic standing and permission of the instructor.

Organizational Behavior Courses

MGOB 820 – Career Strategy

Explores the nature of careers in the new economy. Emphasizes how individual career strategy relates to the business strategy and competitiveness of employer firms. Also emphasizes the possibilities for inter-firm career mobility, and how individual enterprise, learning and networking can influence industrial and economic prosperity.

Prerequisite: MBA 710 or MBA 610.

Offered Fall.

MGOB 825 – Human Resource Management

For practitioners and students interested in understanding the roles and skills involved in human resources management. The course brings students up-to-date on the role and focus of human resources as well as provides an understanding of the relationship between human resources and other management functions.

Prerequisite: MBA 710 or MBA 610.

Offered Spring and Summer.

MGOB 830 – Managing Corporate Crises

The objective of this course is to help develop an effective approach for recognizing and dealing with rapid change and crisis in business. This course deals with understanding periods of crisis and rapid change and managing a business during these difficult times. It focuses on the early recognition of, methods of coping with, ways of learning from, and prevention of critically disruptive situations. This course aims to identify and understand the more frequent disruptions that business executives encounter. This is accomplished through readings of current literature and case simulations. Teams of students reconstruct outstanding cases based on reading, experience, and creative thinking.

Prerequisite: None.

Offered Spring.

MGOB 840 – Power and Influence In Organizations

The exercise of power, influence and related aspects of political behavior has been recognized from a practical and theoretical standpoint as an increasingly important and largely overlooked component of organizational life. The main objective of this course is to provide a framework for detecting, interpreting and understanding power and influence manifestations in a rational and objective manner. Topics addressed will include: (1) the concept of power, influence and politics and their role in organizational life; (2) sources of power and influence; (3) assessment of and conditions for the use of power; (4) strategies, tactics and modalities of political behavior; and (5) managerial and structural implications of power and politics. The course will be conducted in a seminar format with computer model applications.

Prerequisite: MBA 710 or MBA 610.

Offered Fall.

MGOB 841 – Seminar in Cultural Diversity

The purpose of this course is to teach specific skills and behaviors needed to manage in the multicultural workforce of the 2000s and beyond. The topics covered will include: (1) the definition and importance of valuing diversity; (2) the changing composition of the workforce; (3) differences between equal employment opportunity, affirmative action, and managing diversity; (4) cultural awareness sensitivity; (5) management strategies for dealing with workforce changes; and (6) international as well as domestic cultural differences. The issues are demonstrated through a series of exercises, videos, and cases.

Irregular Offerings.

MGOB 842 – Total Quality Management

This course examines the theory and practice of TQM as a people focused orientation to management. The course emphasizes the evolution of quality, the importance of both customer and operations considerations to the strategic utilization of quality, and the tools necessary for daily management, planning, and process analysis. Aspects of TQM are examined from a perspective that intertwines quality, organizational learning, and organizational defensiveness.

Irregular Offerings.

MGOB 850 – Management Consulting

In recent years, the practice of management consulting has been expanding because of the growing complexity and specialization of management problems. Whether internal or external, the consultant serves a valuable role by facilitating organization advancement and renewal in addition to providing a detached perspective to the complex problems that face organizations. This course has a dual focus, examining the ways the prospective consultant can develop successful client relationships and develop his or her intervention skills, and the ways organizations can optimize the use of management consultants.

Prerequisite: MBA 710 or MBA 610.

Offered Summer.

MGOB 855 – Conflict and Negotiation

This course emphasizes the theory and skills of win-win negotiation. Students assess their own negotiation styles, analyze the process of negotiation, and apply theory-based skills for integrative problem solving approaches to negotiation. The course utilizes a mix of teaching tools, including readings, lectures, cases, exercises, videotapes, and role-playing.

Prerequisite: MBA 710 or MBA 610.

Offered Fall and Spring.

MGOB 860 – Leadership and Team Building

This course takes multiple approaches to the exploration of leadership. Emphasis is put on individual self-awareness as a critical precursor to leadership success. A wide range of activities, exercises, cases, and simulations are used to develop understanding of the dynamics of leadership. Team building, both as an activity and a topic for study, is used as the model to develop, practice, and improve individual leadership skills.

Prerequisite: MBA 710 or MBA 610 or permission of instructor.

Offered Fall and/or Spring.

MGOB 900 – Special Topics in Organizational Behavior

A comprehensive analysis of timely special issues in the field of organizational behavior. Specific topics are announced when the course is scheduled.

Quantitative Methods Courses

MGQM W700 – Statistical Methods Workshop

This 1.5-credit workshop introduces the student to the general concepts of descriptive and inferential statistics. It covers in some detail basic probability theory, including its application to random variables. It is designed to acquaint the student with the fundamental theoretical background and the basic concepts required for mastery of subsequent topics in statistics. May be taken same semester as MBA 700.

1.5 credits.

MGQM 815 – Decision Science

This course provides rigorous coverage of the decision making process, and of the principal methods of using hard evidence-quantitative information-in decision making. Topics range from computer-generated techniques to intuitive methods of creating the right strategy for any situation. Decision trees, linear programming, mathematical optimization, information and its value, forecasting are included.

Prerequisite: MGQM W700 or MGQM 750.

Irregular Offerings.

MGQM 830 – Applied Forecasting Techniques

An examination of the latest forecasting techniques, from simple smoothing to autogressive, integrative time series models, and naive causal models. Emphasis will be placed on the ability to match model to application. At the end of the semester the student will be able to create and evaluate a forecast for accuracy and usefulness to specific situations.

Prerequisite: MGQM W700 or MGQM 750.

Irregular Offerings.

MGQM 850 – Advanced Statistical Analysis

A seminar in multivariate data analysis. The course starts with a philosophical approach for the need of empiricism in decision making. Explored are the basic statistical concepts such as hypothesis testing, variability and sampling. After covering analysis of variance, regression analysis and experimental design in depth, a number of other multivariate statistical methods are surveyed. Included are discriminant analysis, factor analysis, log-linear models, multidimensional scaling and conjoint analysis. Students are encouraged to bring in real life problems to model and analyze.

Prerequisite: MGQM W700 or MGQM 750.

Irregular Offerings.

Strategic Management Courses

MGSM 833 – Strategic Management of Technology and Innovation

This course focuses on the role of technology and innovation as a competitive tool. Topics include integrating business and technology strategies, evaluating substitute technologies, product development, R&D resource allocation, licensing and patents, corporate venturing and venture capital, corporate entrepreneurship and corporate spin-offs. The course assumes no prior background in either business strategy or technology/science, but students with such backgrounds are welcomed.

Offered Fall.

MGSM 834 – Strategic Management of Mergers, Acquisitions, and Divestitures

This course is designed to examine the underlying theoretical foundations and practice of decisions central to corporate strategy development. Since this subject is important to scholars and practitioners in strategic management, financial economics, and public policy, it is approached from an integrative, interdisciplinary perspective. Topics include: the history of merger waves in America and comparative global trends; types of mergers; merger financial and economic motives; strategic and managerial motives; acquisition processes; synergy of the diversified corporate portfolio; empirical evidence of merger success; post-merger integration; divestment; takeover defense strategies, leveraged buyouts; and public policy issues. Students will develop conceptual and analytical skills required for effective merger and divestment analysis through class lectures, selected readings, case discussions, and guest speakers.

Offered Fall.

MGSM 900 – Special Topics in Strategic Management

A comprehensive analysis of timely special issues in the field of strategic management. Specific topics are announced when the course is scheduled.

MGT 900 – Special Topics in Management

A comprehensive analysis of timely special issues in the field of management. Specific topics are announced when the course is scheduled.

MGT 910 – Directed Individual Study

A student proposes a directed study project, usually for three credit hours and to be completed in one semester. The student and faculty advisor must concur on a written proposal and final report, and the project must be approved by the Office of the Dean prior of registration.

MGT 920 – Management Internship

A semester long management internship in a company, nonprofit organization or public agency in the Boston Metropolitan area, usually requiring the equivalent of at least one day per week on site. A final written report and presentation is mandatory.

Prerequisite: Completion of the first year of the MBA program and/or good academic standing and permission of the instructor or the Dean's Office.

Public Management Courses

PAD 711 – Foundations of Public Organizational Administration

The structure, functions, and processes of government organizations at various levels – federal, state, regional and local – are examined. Students explore the historical trends and political rationale for the present operations of the public sector. A review of research methods, techniques, and tools will be done, including identification of information sources and communication formats.

PAD 712 – Policy Analysis and Program Evaluation

This course covers the application of social science research techniques and cost-benefit analysis to enhancing the efficiency and effectiveness of public and non-profit sector service delivery systems.

PAD 713 – Foundations of Public Financial Administration

This course introduces students to basic financial management concepts as they apply to state and local governments and non-profit organizations. Students learn the fundamentals of management control, Generally Accepted Accounting Principles, financial reporting, cost accounting, pricing goods and services, budgeting, capital planning, debt management, and auditing. This course is taught from a decision-making point of view.

PAD 714 – Legal Basis of Public Management

Review and development of basis for administrative practice. Legal interpretation of statutes, regulations, and proposed legislation which impact public administration and public policy are covered.

PAD 715 – Quantitative Analysis

The application of statistical analysis to data that can be collected through the evaluation designs examined in PAD 712. These include the analysis of contingency tables, t-tests and z-scores, analysis of variance, regression analysis and multiple regression.

Prerequisite: PAD 712.

PAD 716 – Public Service Human Resource Management

Analysis of emerging policy issues such as benefits administration, equal employment opportunity, workforce planning and flextime, as well as the traditional functions of recruitment, selection, appraisal, training, compensation, and retention. Teaching method includes lecture, video and case analysis and "hands on" class exercises.

PAD 717 – Organizational Effectiveness in Government

Examines small groups and organizational operations and practices as well as behaviors and structure. Techniques for maximizing efficiency and/or effectiveness, evaluation analysis; concepts and applications of the Classicist, leadership, organizational development, and management by objectives; as well as elements of reorganization, innovation and change are studied.

PAD 718 – Leadership Strategies for an Interconnected World

In this course, students gain the knowledge and skills for thinking and acting strategically. Students learn how to exercise effective leadership when addressing difficult and interconnected public problems and expand ways of analyzing and managing individual, institutional and inter-organizational dynamics that accompany and impede learning and change dynamics. Students will also learn how to expand knowledge of various frameworks for analyzing leadership and different aspects of collaborations.

PAD 758 – Internship

(Students take either PAD 758 or PAD 759)

A one-semester internship for those students without professional experience in government service or in private organizations working with government. It is recommended that this course be taken toward the end of your course work.

PAD 759 – Practicum Seminar

(Students take either PAD 758 or PAD 759)

The capstone course for working professional students. Its purpose is to provide each student with an opportunity to transport the management skills they have learned into the realities of their professional life. This directed study includes library research, professional and organizational data collection, and personal interviews with opinion leaders in the student's field/organization. This course should be taken toward the end of the program.

PAD 809 – Economic, Financial and Administrative Strategies of Public Service

The theory and application of financial and managerial practices in public service. The strategies of economic development and how it affects the financial condition of the community will be discussed. Financial applications of revenue and expenditure forecasting, capital planning and debt management will be fully explored. Intermingled within these topics will be the independent issues of relevance, such as Trust Fund Management, Procurement and Land Management.

PAD 811 – Politics of the Federal Bureaucracy

Evaluation of the interrelations between the federal executive, Congressional committees, constituency groups, and federal administrative agencies in the formulation and implementation of federal policies. A day-long field trip to Washington, D.C. is part of the course.

PAD 812 – Managing State Government

Theoretical and empirical review of the history and role of state government and its operational practices as well as administrative, financial, and policy-making functions. There will be particular emphasis on the major functions of state government such as education, transportation, health and human services, criminal justice, housing and economic development. This course is designed for people who wish to work in state government as well as those who do business with state government.

PAD 813 – Administrative Strategies of Local Government

Variations of administrative practice in local government will be described and analyzed. Impact on population growth and shifts on service delivery, and introduction of new demands and technologies on local management structures will be explored. Particular emphasis is on one or more of the major areas of local government policy making and service delivery such as public safety, public education, land use, or property tax administration.

PAD 814 – Intergovernmental Relations

Examination of patterns of intergovernmental operations and administration. Special emphasis on changing techniques of intergovernmental management and emerging patterns of intergovernmental relations. Issues such as regionalism, program mandates, and resource management will be explored. An international component is included.

PAD 815 – Non-Profit Organizations in the Community

This course is designed to grow operational and strategic leadership skills by acquiring knowledge and gaining experience in recognizing organizational constituencies, analyzing their often conflicting importance/opinions and making the appropriate action decisions which result in maintenance of good community relations and achievement of overall organizational mission and goals. The primary organizational focus will be on non-profit corporations, and as such there will be a dimension of the course work that explores the legal, structural, and operational issues that are particular to such organizations.

PAD 816 – Analysis of Public Policy

An interdisciplinary conceptual/analytical inquiry into the content and techniques associated with ongoing public policy decision-making. Includes applied field research and computer/statistical processing of survey data.

Prerequisite: PAD 715.

PAD 818 – Public Sector Labor/Management Relations

The main body of the course will cover the major processes of labor management relations – union organizing, elections and certification, negotiation, and contract administration including the grievance-arbitration process. The class will be applicable to all sectors – private, public, profit and non-profit.

PAD 819 – Grants-in-Aid and Grants Management

The United States grant labyrinth will be explored, governmental as well as non-governmental. This course will stress the understanding and skills needed in locating a grant fund, grant preparation, grant programming and grant management.

PAD 820 – Governmental Decision Making

Institutional and behavioral analysis of the decision making process, organizational behavior, leadership techniques, and with public sector applications at the local, state, and federal level, as well as the not-for-profit arena. Case study method incorporated.

PAD 821 – Human Services Integration

An overview of the major characteristics of and trends in the planning, delivery and management of human services explored in the context of the public and private sectors. Particular attention is given to the service integration movement and to selected policy issues and practices such as the use of specialists versus generalists, centralized versus decentralized systems, and other organizational delivery options.

PAD 822 – Public Management Information Systems

A decision-making course focusing on applying high speed information systems to support administrative and managerial functions. PMIS incorporates organizational assessments leading to purchasing computer hardware and software, office automation, and diverse communications including electronic mail, Internet, telecommunications, and networking. Current events, professional journals and the technology presently used will be highlighted.

PAD 823 – The U.S. Health System

An introduction to the health system, its origins, its components, and how they are organized and interrelated; determinants of health and disease; the role of professions, institutions, consumers, and government; landmark legislation, and social responses to the system.

PAD 824 – Health Financial Management

An investigation and analysis of the financing of health care delivery and the related problems in the financial management of health care institutions. Topics include cost funding concepts; reimbursement alternatives; budgeting principles; financial consideration in certificate of need determination, planning, and governmental rate-setting; cost-containment strategies; and health insurance trends.

PAD 825 – Legal Environment of Health Care

An analytical investigation of the structural and functional aspects of the legal, institutional, and political factors which condition the character of the American health care industry, the role of the health care manager, the legislative process, administrative policy making, and national trends related to political parties and interest groups. Topics in health care law include medical malpractice, informed consent, confidentiality of patient information, health care liability, and administrative law.

PAD 826 – Strategic Health Systems Analysis Leadership

This course examines and applies principles of the strategic planning and policy making processes as they relate to key issues in the management of the delivery of quality health care within the current and future U.S. health care system. The perspective is strategy-based and course work focuses on applying both processes to resolution of challenges posed by external and internal economic, social, regulatory, political and technological environmental factors, as well as internal institutional adaptive mechanisms.

PAD 827 – Financing State and Local Government

Advanced course in state and local financial management emphasizing revenue and taxation, debt management, and the economic environment. Students also develop skills in analyzing the financial condition of state and local governments. Knowledge of spreadsheet software is needed to complete assignments.

Prerequisite: PAD 713.

PAD 829 – Environmental Policy and Administration

Analysis of the formulation and implementation of environmental protection and energy policies. Discussion of the economic, political, and health-related consequences stemming from attempts to achieve a workable balance between energy sufficiency and environmental protection.

PAD 830 – Public Liaison Strategies

This course covers techniques and directives related to communication processing. Both interpersonal communication and electronic information flow will be examined. Communication skills, styles, and strategies will be stressed through the use of all forms of media. The role of information officers in the public sector and public affairs managers in the private sector will be examined and contrasted. Also covered are the management of public documents and the issues involved in Sunshine Laws and Privacy Acts.

PAD 832 – Disability Issues

This cross disability course reviews issues of health, mental health, substance abuse, special education, long term illnesses including HIV/AIDS, sensory impairments, early life, and end of life issues including genetics.

PAD 834 – Disability and Public Policy

This course reviews the history of the disability rights movements, disability laws, and court decisions including housing, employment, and transportation. Recreation/sports issues and the basics of universal design are also covered.

PAD 835 – Non-Profit Marketing and Communications

This course analyzes the theory and practice of non-profit services marketing in relation to administration in the multiple non-profit business sectors, including the health care industry. The course will examine non-profit market economics, competition, product differentiation, market research, and innovative non-profit products and services.

PAD 836 – Health Care Data and Economics

Today's economic climate requires public and private sector managers to "do more with less." This course integrates essential economic concepts and data analysis techniques managers need to make informed decisions about how to use their constrained resources most efficiently. Economic topics covered include supply and demand, utility, equity, marginal analysis, and cost-effectiveness. Data analysis topics include constructing and using datasets to answer specific management questions and presenting conclusions persuasively.

PAD 838 – Ethics in Management

Ethical, moral, and legal dilemmas in public and private managerial operations are the focus of this course. The "gray areas" of decision-making provide case studies for exploration of effective ethical practices. Management approaches to deter fraud, waste, abuse, and corrupt practices are identified, as are the tools and strategies to strengthen the organizational ethic and culture in business and government.

PAD 839 – Leadership and Decision Making

Effective approaches to leadership will be gained through examination of leadership models, styles and strategies. Decision-making cases, role-playing, and the critiques of current decision making in public and private organizations will be used. Emphasis is placed on the values and ethics of successful managerial leadership in public, private and not-for-profit sectors, as well as each student's development of a successful leadership pattern.

PAD 840 – Comparative Public Policy

An opportunity will be provided for students to research, experience, analyze, and compare public policy development and implementation in the United States and in other nations. The course consists of classroom lectures and independent research on the Suffolk campus as well as at a university related center in another country such as the Institute of Public Administration in Dublin, Ireland; the University of Puerto Rico in San Juan, Puerto Rico; the Charles University in Prague, Czech Republic, or in Washington, D.C. Students may pick their specific research topics from a variety of public policy and program subject areas. This course may be taken twice for a maximum of 6 credits.

PAD 842 – Workplace and Labor Law

Workplace and labor law affects every manager's ability to achieve the goals and objectives of the organization. Ignorance of the relevant statutes and case law leads to misunderstanding, mismanagement, and substantial legal costs and controversy. This course reviews some of the more significant legal requirements associated with recruitment and selection, performance appraisal, discipline, wages and benefits, etc. Teaching method includes lecture and case analysis.

PAD 844 – Management of Non-Profit Organizations

This course will explore the role of the third sector and its relationship to American society including an in-depth discussion of philanthropy, volunteerism, governance, policy making, evolution of mission, implementation of operations, leadership, and ethics. This course is primarily offered as an undergraduate course (PAD 325 Public Services Organizations and Groups). By completing additional work, graduate students may take this as a directed study for graduate credit.

PAD 845 – Entrepreneurial Nonprofit

This course will focus on organizational survival and enhancement achieved through leadership, planning, risk management and enterprise. Entrepreneurship and mission-achievement will be linked conceptually and applied functionally via the design, preparation and presentation of a start-up Business Plan using conventional materials and specifically designed computer software within the context of a specific "real world" nonprofit organization.

PAD 846 – Community and Citizen Empowerment

This course will focus on building powerful community organizations, empowering ordinary citizens and bringing about change on social and economic issues. What do we mean by community? Why do so many Americans feel that community is lacking in their lives? What role should public managers play in empowering citizens and communities? What would we do differently if we really wanted to bring citizens, elected officials and public managers together to solve community problems?

PAD 847 – Financial Management of Nonprofits

This is an advanced course designed to build on knowledge and skills acquired in PAD 713. Students learn how to prepare a business plan and budget, design a budget reporting and cost allocation system, and project cash flow. The format of the course is classroom lecture, discussion, and hands-on assignments. Knowledge of spreadsheet software is needed to complete most of the assignments.

Prerequisite: PAD 713.

PAD 850/BLIS 870 – Alternative Dispute Resolution

This course covers Alternative Dispute Resolution including mediation, arbitration, mini-trial, summary jury trial, etc. Applications in labor, business, and governmental disputes are reviewed using role-playing exercises and video tapes. Alternative Dispute Resolution and its legal context is critically evaluated as a growing option to resolve disputes and manage litigation costs.

PAD 900 – Special Topics

When offered, this course focuses upon a special topic in the field of public administration. The course may be retaken for credit when the topics differ. Courses are either 3 or 1.5 credits. Examples of 1.5-credit courses are: economic development, project management, public sector public relations, housing, transportation, and managed care. Example of 3-credit offerings are:

Legal and Ethical Issues for Community-Based Non-Profits This course provides a practical framework for understanding the legal and ethical challenges continually faced by non-profit human and social service organizations. Students learn about the various levels of legal influence including state, federal and city, as well as the "internal" laws of the corporation, and will explore the impact these laws can have on the day-to-day operation of the non-profit organization. Students completing this course should have developed a methodology for identifying issues that can trigger a legal response and processes for best protecting their organizations, their clients, and themselves.

Revenue Strategies for Non-Profits This course provides an in-depth look at today's philanthropic trends and patterns and best practices in fundraising techniques.

Community Engagement Concentration:

Civic Innovation, Community Engagement and Effective Governance In this course, students will examine a variety of civic innovations that attempt to reap the benefits of citizen and public engagement by bringing together diverse parties across a variety of policy areas to forge new solutions.

Group Theory and Facilitative Practice This course is for those who wish to increase their knowledge of group theory and build skills for designing processes to facilitate complex situations, especially those involving community. The course provides opportunities for practice and feedback and for reflection that integrates knowledge and application.

PAD 910 – Directed Individual Study

This elective course option involves a student-initiated proposal to a willing and appropriate faculty member for a directed study project. Normally this is for three credit hours and completed during one semester. The faculty member and student must concur on a written proposal and final report. Approval by the Office of the Dean is necessary prior to registration.

Global MBA Core Courses

GMBA 602 – Corporate Financial Reporting

(1.5 credit hours)

Students understand the economic foundations of financial accounting and the information content of the main accounting statements. They study the basis of USGAAP and why different accounting models are used elsewhere in the world. Ethical challenges in financial reporting and disclosure are considered. Students build initial competence in financial analysis techniques for appraising company performance, and the use of these techniques in setting objectives and projecting financial performance.

GMBA 604 – Cost Information for Decisions and Control

(1.5 credit hours)

Students understand the concept of cost and appreciate the main design parameters of systems for collecting and reporting cost information, and how company strategy affects the design of cost accounting systems. They develop skills in using cost information to support decisions such as pricing, product and service sourcing, and new product development. They appreciate the use of accounting information in budgetary control systems, and build skill in interpreting accounting variances and their use in appraising managerial performance. They understand the continual ethical challenges confronting accountants and managers in developing, reporting and using accounting information.

Prerequisite: GMBA 602.

GMBA 606 – Taxation in an International Context

(1.5 credit hours)

Students understand the philosophy and practice of taxation and appreciate U.S. tax policy in an international context. They develop skills in discerning how taxation affects important business decisions, and gain knowledge of when it is imperative to seek expert tax advice in business situations.

Prerequisite: GMBA 604.

GMBA 610 – Financial Management I

(1.5 credit hours)

Students understand financial decision-making tools that are essential for the global manager. They understand the concept of time value of money and its effect on asset valuation. They learn how to value bonds and stocks and understand the impact of the level of interest rate on the pricing of securities. They understand how risk affects asset values and rates of return. They utilize various capital budgeting techniques and understand their uses in decision-making.

GMBA 612 – Financial Management II

(1.5 credit hours)

Students develop an understanding of capital structure decisions, how to determine the average cost of capital, and how the cost of capital is used in financial decision-making. They understand short-term financial management and how firms manage their cash. They learn to analyze credit policies and manage inventory levels and receivables. They learn about short-term financing methods, including trade credit and bank loans.

GMBA 620 – Multifaceted Global Environment

(3 credit hours)

Students develop an understanding of the global economic environment, its drivers and impediments, political and related risk issues, and the multicultural factors influencing the environment. They understand the differences in economic and political systems, trade policies, cultures, monetary systems, among other factors influencing global leadership.

GMBA 622 – Leading in the Global Environment

(3 credit hours)

Students build an awareness of the legal aspects of doing business globally. They understand the principles of international law and major legal systems, their interaction with the ethical/social responsibility expectations in society, and their impact on leadership in a global context. They build skills in written and oral communication, research, and analysis.

GMBA 624 – Managing Global Strategies

(3 credit hours)

Students understand the principles of strategy formulation and implementation at the global and corporate levels. The course provides a multidimensional view of corporations. Areas of focus include developing corporate missions, building core competencies, developing corporate strategies, understanding the role of M&A, market entry, cross-border alliances, and the interaction between the MNC and the state.

Prerequisite: GMBA 670.

GMBA 630 – Fundamentals of Information Systems Management

(1.5 credit hours)

Through this course, students understand the basics of information technologies and computer-integration concepts that provide an enterprise-wide perspective on the role of information technologies and systems (IS/IT) operating in the global environment.

GMBA 632 – Managing IS for Global Competition

(1.5 credit hours)

Students understand the vital role of IT/IS in supporting organizational strategy and enhancing business processes. This course provides students with technological and organizational concepts that deal with the challenges of planning and implementing IS/IT in a networked, global environment with fast-changing technologies.

GMBA 640 – Marketing Fundamentals for the Global Market

(1.5 credit hours)

Students are introduced to field-specific concepts, tools, and techniques for strategic marketing management – conceptualizing, materializing, and delivering goods and services in a socially and ecologically responsive way to satisfy customers. Students become familiar with the role of marketing in society and in an organization, and they develop the necessary skills to be able to formulate strategic marketing plans and solve marketing problems to achieve strategic organizational objectives.

GMBA 642 – Multilateral Marketing

(1.5 credit hours)

The main objective of this course is to help students develop necessary skill sets to formulate and implement new market-entry strategies. The course evolves around three themes: (1) Policy Formulation – pre-entry analysis (resource, market, and alternative market assessments), standardization/harmonization/adaptation decisions; (2) Implementation – global segmentation and target marketing, and managing the marketing mix across countries; (3) Integration and Synergy – centralization/decentralization issues, organizing for global opportunities, and supervision and control.

GMBA 650 – Competitive Advantage Through People

(1.5 credit hours)

Students are introduced to fundamental organization theory and behavior concepts. They learn about organizational structure, corporate culture, and different management and leadership styles and their impact on the organization. Students become familiar with effective communication and teamwork, employee motivation, and personal awareness. They understand how all of these factors contribute to the success of global organizations.

GMBA 652 – Negotiating Across Cultures

(1.5 credit hours)

The primary focus of this course is effective negotiation and conflict resolution techniques across different cultures. In addition, students are introduced to organizational human resources issues, including how to successfully manage teams, and how to select, appraise and develop employees across cultures.

GMBA 660 – Managing Global Operations

(1.5 credit hours)

Students become familiar with the fundamentals of operations management within the context of an organization competing in the global environment. The course includes operations analysis in both the manufacturing and service sectors, with a heavier emphasis on the latter. Students understand process analysis and improvement, materials and supply chain management, total quality management, and the challenges of managing business operations across national boundaries.

GMBA 670 – Competing Through Strategy

(1.5 credit hours)

Students learn to identify and build competitive advantage at the business level (in different nations or globally) of large, medium and small companies. They study strategy formulation and implementation, and the influence of internal corporate culture, structure, individual styles, and management controls. They gain a general management perspective to corporate strategy.

Prerequisites: GMBA core courses in Accounting, Finance, Marketing, Operations, IT, and OB.

GMBA 680 – Statistical Tools

(1.5 credit hours)

Students understand the fundamental concepts and tools of statistical analysis. They learn the basics of probability, descriptive statistics, distributions, statistical inference, confidence intervals and hypothesis testing, the general linear regression model. And they master the use of Excel for analysis.

GMBA 682 – Data Analysis and Research

(1.5 credit hours)

The focus of this course is on the use of research for informed decision-making for global managers. Students study a variety of research methods and data gathering techniques (qualitative and quantitative), and explore the nature and availability of secondary data. The course focuses on precision in gathering and presenting data (unit and level of analysis).

GMBA 600 – International Orientation

(2 credit hours)

All GMBA students are required to participate in a one-week orientation session held in an international setting. The orientation is designed to introduce students to global business education, focusing on such areas as leadership, ethics, teambuilding, cross-cultural challenges, and career planning. Students work with faculty and career professionals to map out customized educational and professional objectives. Faculty mentors continue to work with students throughout the 15-month program to track progress toward and achievement of these goals. During the orientation, students also explore the complexities of managing in an international business environment through use of a simulation focusing on NAFTA.

GMBA 700 – Overseas Seminar

(3 credit hours)

All GMBA students are required to complete one 1-2 week overseas regional study seminar. Students choose between Winterim and Interim seminars offered in Asia and Europe. During overseas seminars, students are completely immersed in foreign cultures, where they gain perspective on regional economic, cultural, political and legal issues, and understand their impact on global business through a combination of lectures, readings, discussions and activities. Activities include operations tours of multinational corporations and/or local businesses, interactions with business leaders, and cultural visits.

GMBA 800 – Global Internship

(5 credit hours)

For three months, GMBA students are required to complete a full-time professional internship in a country outside their native country, putting their newly-acquired global business knowledge to the test in a real-world global business setting. Students may intern in a variety of industries including consumer products, e-commerce, economic development, energy, finance, industrial manufacturing, pharmaceutical, professional service, high technology, telecommunications, and travel. Employers may include start-ups, joint ventures, and global corporations. Global internships are supervised by GMBA faculty, and culminate in a two-week Capstone Seminar.

GMBA 850 – Capstone Seminar

(1.5 credit hours)

Following their global internships, GMBA students return to Boston for a two-week Capstone Seminar, during which they complete a pre-approved comprehensive research project which builds on shared learnings from their global experiences and revisits their original personal academic and professional goals.

Global MBA Focus Electives

Finance

GFIN 750 – Financial Statement Analysis in a Multinational Context

(1.5 credit hours)

Students understand the reasons for and the differences in financial reporting and disclosure practices among nations. They consider the ideal of global financial markets, and develop an appreciation of efforts towards multinational harmonization of accounting and disclosure practices. They develop skills in financial analysis and valuation in a multinational context.

Prerequisites: GMBA 606, GMBA 610, and GMBA 612.

GFIN 752 – Multinational Financial Management

(3 credit hours)

Students are taught to distinguish among the various exchange rate systems. They learn to use arbitrage effectively and forecast exchange rates. They understand the different types of currency exposures of a multinational firm, and how best to hedge each type of exposure. They develop familiarity with hedging instruments such as swaps, options, futures, and forwards. They hone their ability to use these relationships for arbitrage and to forecast exchange rates.

Prerequisites: All GMBA core courses.

GFIN 754 – Derivatives for the Corporate Manager

(1.5 credit hours)

Students become familiar with the pricing of options and futures contracts, the characteristics of the markets in which these contracts are traded, and the use of swaps, options, forwards and futures in the hedging of financial positions. Topics covered in the course include extended use of the Black-Scholes Option Pricing Model for stock options, index options, foreign exchange options and interest rate options; similarities and differences among futures, forwards, and options; and swap contracts in terms of payoff, obligations, and mechanics of margins.

Prerequisites: All GMBA core courses.

GFIN 756 – Global Investment Analysis and Portfolio Management

(1.5 credit hours)

Students are introduced to investment procedures, basic analytical techniques and factors influencing risk/return tradeoffs. The importance of the CAPM for valuation as well as valuation models such as discounted cash flow models and relative valuations are emphasized. The course involves the students in virtual trading as well as team projects applying the theoretical principles learned in class. Students gain in-depth exposure to the financial markets and their various functions and the characteristics of financial instruments. They learn to value various types of financial instruments and understand the general characteristics of a portfolio comprised of these instruments. And they learn to apply the CAPM and alternative methods of measurement of required return.

Prerequisites: All GMBA core courses.

GFIN 758 – Global Portfolio Management

(1.5 credit hours)

Students explore the theory and techniques of scientific portfolio management, including the establishment of portfolio objectives, evaluation of portfolio performance, asset allocation strategies and the use of derivative securities in portfolio insurance. The international aspects of modern portfolio theory are discussed. Students understand the effect of diversification on the components of portfolio risk, the role of international investing on portfolio diversification, risk and return and the theory of portfolio optimization. They learn to evaluate portfolio performance and understand the nature, types and empirical record on the performance of investment companies. They understand the different return-generating processes for individual assets and portfolios and the characteristics and management styles applicable to portfolios of bonds. And they master the application of derivatives in portfolio hedging and insurance.

Prerequisites: All GMBA core courses.

GFIN 760 – Global Financial Services Industry and Capital Markets

(1.5 credit hours)

Students are introduced to the structure and management of international financial services firms. The course examines the theory and evolution of financial institutions, international regulatory institutions and global financial markets. Students appreciate financial institutions as information and deal-making factories, and understand the accounting statements of financial institutions. They understand the organization structure of international financial services firms. They explore international risk-based capital requirements and country experiences on deposit insurance. And they are constantly reminded of the ethical issues facing global financial services firms.

Prerequisites: All GMBA core courses.

GFIN 762 – Risk Management for Global Financial Services

(1.5 credit hours)

Students study the risks faced by financial institution managers and the methods and markets through which these risks are managed. The course discusses the latest financial innovations for identifying, measuring, evaluating and managing interest rate risk, credit risk, liquidity risk, market risk, country and sovereign risk, foreign exchange risk and operational risk.

Prerequisites: All GMBA core courses.

GFIN 764 – Investment Banking: A Global Perspective

(1.5 credit hours)

The course provides a broad overview of the role of investment banking in the U.S., Europe and Japan, as well as the main functions of investment banks and their role in restructuring companies. Topics covered include origination, syndication, distribution of security issues, pricing of secondary offerings by investment banks, and restructuring of distressed firms. Students understand the process of initial and seasoned public offerings in the U.S. and other countries, the role played by venture capitalists and the timing to launch venture capital to increase the probability of success. They study SEC registration requirements, including insider trading law and enforcement. They are exposed to junk bond financing, the cyclicity of default and the relevance of seasoning. And they learn how to assess mergers, acquisitions and leveraged buyouts.

Prerequisites: All GMBA core courses.

GFIN 766 – Global Capital Budgeting

(1.5 credit hours)

Students acquire the necessary tools, techniques, and models to address almost any capital budgeting problem in finance. They are exposed to all the different asset valuation models that currently exist in the arsenals of corporate financial managers and analysts to make effective value-maximizing decisions in a changing global environment. The course covers decision-making rules for the evaluation and selection of long-term domestic and international investment projects by corporations.

Prerequisites: All GMBA core courses.

GFIN 768 – Valuation in a Global Environment

(1.5 credit hours)

Students delve in-depth into the various methods of corporate valuations. The course covers the techniques and practical issues in valuation of a number of assets such as brand name, franchise, private firms, IPO firms. Students understand the intricacies of measurement of free cash flow to the firm as well as the ability to measure the cost of capital domestically and globally. They identify the pros and cons and the appropriate circumstances under which to use various valuation methods. They learn to value brand names, franchises, mergers, acquisitions, leveraged buy-outs, private firms and foreign acquisitions.

Prerequisites: All GMBA core courses.

Marketing

GMKT 710 – Management of Traded Goods (Export/ Import Management)

(1.5 credit hours)

The growth rate in world trade has been outpacing the growth rate in production. Intra-industry and intra-firm trade have become an integral part of global business. This course presents the managerial issues associated with export and import. Students explore company readiness, market assessment and demand forecasting, modes of entry mode, trade climate assessment, trade barrier management, product policy analyses (standardization/adaptation, packaging and labeling, service and warranty), global logistics, risk management associated with trade, pricing, financing and payment.

Prerequisites: GMBA 640 and GMBA 642.

GMKT 712 – Research and Product Development Strategies for Global Competition

(1.5 credit hours)

The main objective of this course is to identify and analyze major sources of new products and how to market them (brand identity and positioning, channel strategy, and promotion). Topics covered include: Internal source – project identification (trend analysis, consumer behavior, competition), resource mobilization (team-talent formation, centralization/decentralization), and success/failure factors; External source – licensing/cross-licensing, contracting, R&D joint ventures, industry and governmental collaborations, mergers/acquisitions, and national/international impediments.

Prerequisites: GMBA 640 and GMBA 642.

GMKT 714 – Developing and Managing Brands for Global Markets

(1.5 credit hours)

Students learn how to strategically manage product brands in the global context. They learn to make brand portfolio decisions (local, regional and global), to assess cultural/ linguistic connotations, to create and sustain brand equity. They understand the use of brand equity as a business unit (brand name licensing), and they explore brand protection (intellectual property right).

Prerequisites: GMBA 640 and GMBA 642.

GMKT 716 – Global Outsourcing and Logistics

(1.5 credit hours)

An increasing number of companies are delegating business functions to third parties, most commonly contract manufacturing and telemarketing. In this course, students study managerial issues related to outsourcing in the global context, including cost-benefit analyses, selection of companies/countries with which to associate, contract negotiations and enforcement, the treatment of providers as suppliers vs. exporters, impacts on inventory management and brand equity, the protection of intellectual property rights, quality control, labor relations and human rights, and environmental and societal implications.

GMKT 718 – Marketing Communications in Global Markets

(1.5 credit hours)

Students study global management issues related to marketing promotion and communications -- delivering product and/or service information to intended audiences with intended outcomes. The course covers the cross-cultural challenges in developing and implementing media strategies, as well as management of regulatory impacts of marketing communications.

GMKT 720 – Managing Channels Globally

(1.5 credit hours)

Students understand all the managerial issues associated with facilitating the flow of goods and services from source to consumer level via intermediaries. This course focuses on channel decisions for exported/imported vs. locally-produced products, factors influencing channel selection and structure, integration and use of channel members as strategic partners, assessment and monitoring of channel trends and developments (internationalization of intermediaries, Internet).

GMKT 722 – Global Consumer Culture: The Highs and the Lows

(1.5 credit hours)

This course introduces students to global consumption cultures – markets that transcend national boundaries, like the teen-youth and professional executive markets, and virtual consumption cultures, such as cyberspace or M (Mobile)-space communities. Students study the products, services, and technologies that go hand-in-hand with consumption cultures, like high-status brands like Gucci and purveyors of popular culture like music, movies, TV shows and clothes. Beyond markets and brands, the course also explores the parallel changes in values across the globe, such as the rising tide of materialism and the changes in personal identity. Students examine the opposition to the spread of global consumption cultures both by organized groups and by consumers themselves. The course also examines trends such as cultural creolization, or the blending of the local with the global.

GMKT 724 – Global Price Management

(1.5 credit hours)

Product pricing is a major factor in global consumers' purchase decisions of products or services. In this course, students gain a comprehensive and in-depth understanding of all the international factors to be considered when devising and implementing cross-national pricing strategies. The course covers trade-related issues such as cost allocation, denomination, risk management and pricing, price escalation, subsidies, dumping regulations, and pricing of countertrade goods. It also covers pricing effects on consumer behavior, pricing-segmentation, pricing in inflationary environments, pricing-counterfeits, pricing in parallel markets, constraints on uniform versus differential pricing, regulations on price as a promotional tool, transfer pricing, and social/ethical issues affecting pricing strategies.

Prerequisites: GMBA 620 and GMBA 642.

Other Electives

GMBA 780 – Doing Business in Asia and Europe

(1.5 credit hours)

Students develop informational and application skills with respect to a particular region. In particular, the course focuses on historical developments of the region, current issues, the regional political environment (structure, parties and policy systems), economic environment (policies and major industries), social/cultural environment (impact of religious and social factors on business), business environment (investment policies and nature of competition), and legal environment (legal systems and trade barriers).

GMBA 782 – Technology, Innovation and International Competitiveness

(1.5 credit hours)

Students understand how technology-based innovation provides the basis for creating and sustaining international competitiveness. They study how technology is used as an engine for development in the U.S., Asia and Europe. They understand the role of country-specific vs. firm-specific factors in supporting technology-based innovation in products, services and business processes. They study market and non-market strategies in global technology markets, corporate R&D, and government policies that impact technology development.

Taxation Courses

TAX 801 – Issues in Federal Taxation

Introduces tax issues as they affect the sole proprietor. Emphasis is given to business questions that are reflected on the individual tax return.

TAX 850 – Advanced Technical Writing

Techniques and practice in communicating in a professional environment. The course is based on a field internship.

Prerequisite: Faculty approval.

One credit.

TAX 861 – Tax Research

Tax research methods, including identifying and defining tax questions, locating appropriate authority, and interpreting statutes, cases and rulings. Effective communication of research findings and recommendations, and proper administration, ethics and responsibilities of tax practice are emphasized in the course.

TAX 862 – Taxation of Corporations

Concepts, principles and practices of taxation of corporations and their shareholders. The effects of taxation on corporate formation, capital structure, distribution and liquidation are covered.

Prerequisites: TAX 801 and TAX 861.

TAX 863 – Taxation of Pass-Through Entities

Concepts, principles and practices of taxation of partnerships, including the use of pass-through entities and S-corporations for tax planning.

Prerequisites: TAX 801 and TAX 861.

TAX 864 – Tax Practice and Procedures

Strategies of tax practice before the Internal Revenue Service. Topics covered include tax deficiencies, assessments, claims for refunds, rulings, statutes of limitation, and penalties.

Prerequisites: TAX 801 and TAX 861.

TAX 866 – State and Local Taxation

The interrelationships between the federal and state taxation systems are covered. Problems such as revenue generation and residency issues are examined. Using federal adjusted gross income as a focal point, and its effect on state revenues, excise taxes, general sales taxes and inheritance taxes are studied. Offered by the Sawyer School through the Ernst & Young State & Local Tax Institute of Suffolk University.

Prerequisites: TAX 801 and TAX 861.

TAX 867 – Advanced Topics in Corporate Taxation

Tax-free reorganizations in relation to statutory mergers and acquisitions are examined. Other topics covered include continuity of interest issues in conjunction with carryover provisions, and consolidated returns for controlled groups.

Prerequisite: TAX 862.

TAX 868 – Estate Planning Techniques

Topics covered include use of living trusts, joint ownership, life insurance, charitable dispositions, inter vivos gifts, and the marital deduction. Problem areas discussed include the valuation and disposition of closely held businesses. Students participate in class discussions and are required to submit a written estate plan for a hypothetical client.

Prerequisites: TAX 871 and TAX 870 is desirable.

TAX 870 – Federal Income Taxation of Estates and Trusts

Concepts, principles and practices of income taxation of decedents' estates and trusts. Topics covered include grantor trusts, charitable trusts and income in respect of a decedent.

Prerequisites: TAX 801 and TAX 861.

TAX 871 – Taxation of Estates, Trusts and Gifts

Concepts, principles and practices of taxation of decedents' estates, trusts and lifetime gifts. Topics covered include valuation of property subject to estate and gift taxes, and the use of trusts for tax planning.

Prerequisites: TAX 801 and TAX 861.

TAX 872 – Tax Exempt Organizations

Tax and non-tax issues are studied in the formation of tax exempt organizations. Feeder organizations and unrelated business taxable income are covered in depth. Other topics covered include loss of tax exempt status and ceiling limitations on gift giving.

Prerequisites: TAX 801 and TAX 861.

TAX 875 – Tax Accounting Periods and Methods

Topics covered include methods of accounting, changes in accounting methods, prepaid income, installment sales, inventory analysis, and timing of income and deduction items. Reconciliation of differences between financial income and taxable income are presented.

Prerequisites: TAX 801 and TAX 861.

TAX 876 – Tax Policy

Policy considerations in the development of proposed tax legislation are covered. Tax policy issues are examined in relation to empirical, political and legal studies. Throughout the course the tax legislative process is explored.

Prerequisites: TAX 801 and TAX 861.

TAX 878 – Tax Compliance

This course provides in-depth experience in preparing a variety of complex tax returns, similar to actual compliance work. Various entities will be covered.

Prerequisites: TAX 801 and TAX 861.

TAX 879 – Personal Financial Planning

Topics covered include legal, economic, cash flow, tax, investment and insurance ramifications of life and death. Emphasizes tools and techniques necessary to maximize benefits generated from net worth, cash flow and employment and minimize the loss resulting from unforeseen contingencies, death and retirement. Students participate in class discussions and are required to submit a written financial plan for a hypothetical client.

Prerequisites: TAX 801 and TAX 861.

TAX 900 – Special Topics in Taxation

In-depth analysis of timely issues in taxation. The specific topics and prerequisites of a Special Topics Course will be announced when the course is offered.

TAX 910 – Directed Individual Study in Taxation

Prerequisite: Instructor's approval and approval of the Dean's Office



Suffolk University

Joint Degree Programs

JOINT DEGREE PROGRAMS

The Sawyer School of Management, College of Arts and Sciences, and Suffolk Law School have collaborated to offer a variety of highly specialized joint degree programs.

JD/MBA

Designed to fill the growing demand for business-trained lawyers and law-trained executives, the JD/MBA program serves persons interested in long-term careers in business law or management. The JD/MBA program is offered through the Sawyer School of Management and the Suffolk University Law School.

Admission

The JD/MBA program is open to full-time and part-time students. Candidates must meet the admission requirements established by the Suffolk University Law School and the Sawyer School of Management. The LSAT is required by the University Law School. The Sawyer School of Management accepts the LSAT in lieu of the GMAT for JD/MBA students only. Applicants may apply to the program during their first or second year of enrollment in the Law School or as a first-year MBA student. The Law School requires candidates for admission to have a bachelor's degree from an accredited college or university and to have taken the LSAT by February of the year of application. Applications must be submitted to the Law School by March 1. For further information, contact the Graduate Admissions Office, Suffolk University, 20 Beacon Street, Boston, Massachusetts 02108-2770, (617) 573-8302 or Suffolk University Law School Admissions Office, 120 Tremont Street, Boston, Massachusetts 02114-4280, (617) 573-8144.

- Admission to the JD/MBA program is available to full-time and evening (part-time) students in the Suffolk Law School and the Sawyer School of Management.
- Students must complete the JD/MBA degree in four years full-time or five years part-time study.

Accreditation

Suffolk University is accredited by the New England Association of Schools and Colleges (NEASC). The Sawyer School of Management's Master of Business Administration programs are nationally accredited by the AACSB International – The Association to Advance Collegiate Schools of Business and the Law School is an accredited member of the Association of American Law Schools (AALS) and is accredited by the American Bar Association (ABA).

Curriculum Requirements

Curriculum requirements of the JD/MBA degree are determined by the respective schools. Currently, 110-115 credits are required to complete the joint degree: 43 credits from the MBA Program and 72 credits (up to 12 credits are transferred from the MBA degree and applied towards the JD degree) from the Law School.

All summer credits applied to the final semester of the joint degree program have been determined based on the semester credits of each individual program so as not to permit students to enroll in fewer than two credits in the final semester.

All joint degree candidates are subject to II (G) of the Rules and Regulations limiting credit for ungraded activities to two credits per semester. Any student who is not in good academic standing is disqualified from the joint degree programs. Law School Regulation VII (E) states that a joint degree candidate, who is academically deficient (as defined in the Law School regulations) within the Law School curriculum, shall be disqualified from the joint degree program.

Program of Study

The Program of Study is approved by the Associate Deans of the respective schools. Specific information on the JD/MBA programs including current practices and procedures, are provided during the admissions process. Curriculum requirements are arranged according to the following schedule:

JD/MBA Curriculum**Track I****First Year***Fall Semester*

| | |
|---------|---|
| MBA 600 | MBA Experiential |
| MBA 610 | Organizational Behavior |
| MBA 620 | Statistical Methods (1.5 credits) |
| MBA 625 | Operations Management (1.5 credits) |
| MBA 630 | Economic Analysis for Managers |
| MBA 640 | Corporate Financial Reporting and Control |

First Year*Spring Semester*

| | |
|-------------------|--|
| MBA 650 | Value-Based Financial Management |
| MBA 660 | Marketing: The Challenge of Managing Value |
| MBA 670 | Information Management for Competitive Advantage |
| MBA 680 | Managing in the Ethical and Legal Environment |
| One MBA Elective* | |

First Year*Summer Session*

| | |
|-------------------|------------------------------------|
| MBA 780 | Managing in the Global Environment |
| One MBA Elective* | |

Second Year

Law School courses

Third Year

Law School courses

Fourth Year*Fall/Spring Semesters*

| | |
|---------|----------------------|
| MBA 800 | Strategic Management |
|---------|----------------------|

Law School courses

Two MBA Electives*

**One elective must be related to international business.*

Track II

Track II of the JD/MBA is substantially the same as Track I except that the first- and second-year curricula are reversed. This track is for those entering the joint degree program as first-year law students. Students who have completed one or two years of law school prior to MBA course work may substitute a 3-credit MBA elective for MBA 730.

Track III

This track is for those entering the joint degree program as second-year law students. During the third and fourth year, these students take both law and MBA courses. Students who have completed one or two years of law school prior to MBA course work may substitute a 3-credit MBA elective for MBA 730.

Accelerated MBA for Attorneys

Students in their last year of study at an accredited (ABA) law school are eligible for the accelerated MBA program and are admitted upon completion of the JD. The GMAT is waived with documentation of the LSAT. See the MBA Section for the description of the Accelerated MBA for Attorneys.

JD/MPA

The JD/MPA degree program is designed to integrate professional education in law and public administration for those seeking to obtain skills and concepts necessary for public and not-for-profit sector management. The JD/MPA is offered by the Sawyer School of Management and the Law School.

Admission

The JD/MPA is available to full- or part-time students. Candidates must meet the admission requirements established by the Suffolk University Law School and the Sawyer School of Management. The LSAT is required by the University Law School. Applicants may apply to both programs before entering Suffolk University, during their first or second year of enrollment in the Law School or as a first-year MPA student. The Law School requires candidates for admission to have a bachelor's degree from an accredited college or university and to have taken the LSAT by February of the year of application. Applications must be submitted to the Law School by March 1. For further information, contact the Graduate Admissions Office, Suffolk University, 20 Beacon Street, Boston, Massachusetts 02108-2770, (617) 573-8302 or Suffolk University Law School Admissions Office, 121 Tremont Street, Boston, Massachusetts 02114-4280, (617) 573-8144.

Accreditation

Suffolk University is accredited by the New England Association of Schools and Colleges. The Sawyer School of Management's Master of Public Administration program is accredited by the National Association of Schools of Public Affairs and Administration (NASPAA). The Law School is an accredited member of the Association of American Law Schools (AALS) and is accredited by the American Bar Association (ABA).

Curriculum Requirements

The requirements for the JD/MPA program are determined by the respective schools. The JD/MPA degree will be granted upon completion of 110 credit semester hours of work: 80 credit hours are completed in the Law School and a minimum of 30 (36 for an MPA with a concentration) credit hours are completed in the Sawyer School of Management's MPA curriculum.

All summer credits applied to the final semester of the joint degree program have been determined based on the semester credits of each individual program so as not to permit students to enroll in fewer than two credits in the final semester.

All joint degree candidate are subject to II (G) of the Rules and Regulations limiting credit for ungraded activities to two credits per semester. Any student who is not in good academic standing is disqualified from the joint degree programs. Law School Regulation VII (E) states that a joint degree candidate, who is academically deficient (as defined in the Law School regulations) within the Law School curriculum, shall be disqualified from the joint degree program.

Programs of Study

Specific programs and course selections are arranged through the Associate Dean of each respective School. Curricula requirements are arranged by year according to the following schedule:

JD/MPA Curriculum (For Full-Time Students)

Track I

First Year 12-15 Credits

Fall Semester

| | | |
|--------------------------|---|----|
| PAD 711 | Foundations of Public Organizational Administration | 3 |
| PAD 712 | Foundations of Public Policy Analysis | 3 |
| PAD 713 | Foundations of Public Financial Administration..... | 3 |
| PAD 716 | Public Personnel Management..... | 3 |
| Choose one elective..... | | 3 |
| | | 15 |

First Year 12-15 Credits

Spring Semester

| | | |
|---------------------------------------|--|----|
| PAD 715 | Managing Public Policy | 3 |
| PAD 717 | Organizational Effectiveness in Government | 3 |
| PAD 718 | Leadership Strategies for an Interconnected World..... | 3 |
| Two Public Management electives | | 9 |
| | | 15 |

Second Year 13-15 Credits

Fall Semester

Law School courses

Second Year 13-15 Credits

Spring Semester

Law School courses

Third Year 13-15 Credits

Fall Semester

Law School courses

Third Year 13-15 Credits

Spring Semester

Law School courses

In addition to Fiduciary Relations which is taken in the first semester of the second year of Law School, 2140 AD Professional Responsibility may be taken at any time during the second or third year of Law School.

At the end of first year of Law School, students must complete at least three courses from the Base Menu, as specified by the Law School.

Fourth Year 13-15 Credits

Fall Semester

| | | |
|---|--|----|
| PAD 758 | Internship*** | |
| PAD 759 | Practicum Seminar in Public Management | 3 |
| Electives (in Law or Public Management)** | | 12 |
| | | 15 |

Fourth Year 13-15 Credits

Spring Semester

| | | |
|---------|---|-----|
| LAW/MPA | Electives (in Law or Public Management)** | 14 |
| Total | | 110 |

*A student must enroll in the Professional Responsibility course in either the fall or spring semester of Year 3 or Year 4.

**All Sawyer School of Management electives are three credit courses while a Law School elective can be two or three credits. In any event, students must take enough credits of electives to meet the minimum requirements of at least 80 hours in the Law School and 30 hours in the Sawyer School of Management.

***Internship (pre-career) or the Practicum PAD 759 (in-service students).

Track II

The course requirements of Track II of the JD/MPA Program are the same as Track I, however, in Track II, first and second years are reversed.

Track III

The course requirements of Track III of the JD/MPA Program are the same as the Track I, however, in Track III, second and third years precede first year.

JD/MSF

Education in both law and finance is an invaluable tool and affords an advantage to those seeking to succeed in today's highly competitive job market. This combined JD/MSF degree program recognizes the strength of integrated disciplines, allowing joint degree recipients to be the beneficiaries of a specialized, competitive and highly applicable course of study. This joint degree program is available to full- and part-time students.

What Students Should Achieve

- A thorough grounding in the study of law and its interaction with the financial markets.
- The ability to look at questions in new ways and construct lucid and comprehensive legal and financial analysis of the problems raised.
- The ability to express analysis orally and to participate in discussions where ideas are debated and evaluated.

Admission Requirements

Students must be admitted to the Law School and the Sawyer School of Management. Candidates for the JD/MSF must satisfy the admission criteria set forth by both the Law School and the Sawyer School of Management. The JD/MSF requires the LSAT and the GMAT, however, in some cases the LSAT may satisfy the GMAT requirement. The MSF program requires all candidates to take the GMAT within the last five years. The Law School requires candidates for admission to have a bachelor's degree from an accredited college or university and to have taken the LSAT by February of the year of application. Applications must be submitted to the Law School by March 1. Applicants may apply during the first two years of Law School or after the first year as an MSF student. For information on the JD/MSF program, contact Graduate Admissions Office, Suffolk University, 20 Beacon Street, Boston, Massachusetts 02108-2770, (617) 573-8302 or Suffolk University Law School Admissions Office, 120 Tremont Street, Boston, Massachusetts 02114-4280, (617) 573-8144.

Accreditation

Suffolk University is accredited by the New England Association of Schools and Colleges (NEASC). The Sawyer School of Management's Master of Business Administration programs are nationally accredited by the AACSB International – The Association to Advance Collegiate Schools of Business and the Law School is an accredited member of the Association of American Law Schools (AALS) and is accredited by the American Bar Association (ABA).

Curriculum Requirements

The joint JD/MSF degree program requires 108-117 total credit hours: 78 credit hours in the Law School and 30-39 credit hours from the Sawyer School of Management.

All summer credits applied to the final semester of the joint degree program have been determined based on the semester credits of each individual program so as not to permit students to enroll in fewer than two credits in the final semester.

All joint degree candidate are subject to II (G) of the Rules and Regulations limiting credit for ungraded activities to two credits per semester. Any student who is not in good academic standing is disqualified from the joint degree programs. Law School Regulation VII (E) states that a joint degree candidate, who is academically deficient (as defined in the Law School regulations) within the Law School curriculum, shall be disqualified from the joint degree program.

Programs of Study

The JD/MSF credit allocation is similar to the JD/MBA program, with one year at 30 credits (Law School) and the remaining three years at 29 credits per year with a range of 14-15 each semester.

JD/MSF Curriculum

Track I

The following is a suggested track for a day student who must take all prerequisite requirements. Students may contact the Graduate Programs in Finance Office for information on additional tracks.

First Year

Fall Semester

| | |
|---------|---|
| MBA 620 | Statistical Methods (1.5 credits) |
| MBA 630 | Economic Analysis for Managers |
| MBA 640 | Corporate Financial Reporting and Control |
| MBA 650 | Value-Based Financial Management |

One elective (3 credits)

(May be waived or taken in conjunction with MSF courses), select one:

| | |
|---------|--|
| MBA 610 | Organizational Behavior |
| MBA 660 | Marketing: The Challenge of Managing Value |
| MBA 670 | Information Management for Competitive Advantage |
| MBA 680 | Managing in the Ethical and Legal Environment |

First Year

Third Quarter Finance Courses

| | |
|---------|-------------------------------------|
| FIN 808 | General Theory in Corporate Finance |
| FIN 810 | Investment Analysis |

Fourth Quarter Finance Courses

| | |
|---------|---------------------|
| FIN 812 | Options and Futures |
| FIN 814 | Capital Budgeting |

Second Year

Fall Semester

Law School courses

Second Year

Spring Semester

Law School courses

Third Year

Fall Semester

Law School courses

First Quarter Finance Courses

| | |
|------------|------------------------------------|
| FIN MS 816 | Financial Institutional Management |
| FIN MS 818 | Econometrics |

Third Year

Spring Semester

12 Credits Law School Electives

Third Quarter Finance Courses (3 credits)

| | |
|------------|------------------|
| FIN MS 820 | Financial Policy |
| | Finance course |

Fourth Quarter Finance Courses (3 credits)

| | |
|-----|----------|
| MSF | Elective |
|-----|----------|

In addition to Fiduciary Relations which is taken in the first semester of the second year of Law School, 2140 AD Professional Responsibility may be taken at any time during the second or third year of Law School.

Fourth Year

Fall Semester

14 Credits Law School Electives

Fourth Year

Spring Semester

Law School Electives

** Listed Below

Track II

Track II of the JD/MSF is primarily the same as Track I, except the first- and second-year curricula are reversed. This track is for those who enter the joint degree as first-year law students.

Track III

Track III is for those students who enter the joint degree program as second-year law students. During the third and fourth years, these students take both Law and MSF courses.

JD/MSJ

The JD/MSJ degree program is designed to serve the needs of professionals who must be conversant with legal principles and techniques as they work both within and beyond the boundaries of the criminal justice system. Problem-solving in the areas of crime, justice and social policy create the need for specialized training in both law and the social sciences as well as the interconnection between the two. As the complexity of human problems encourages more flexible, sensitive and multi-faceted responses to conflict and social problems, education that bridges the traditionally distinctive fields of criminal justice and law becomes increasingly valuable.

Admission Requirements

Candidates for the JD/MSJ program must meet the admission criteria for both the MS in Criminal Justice, as determined by the College of Arts and Sciences, and the JD, as determined by the Law School. The LSAT is required by the University Law School. The JD/MSJ program is open to both Day and Evening Division students. There is no limit to the number of qualified students admitted to the joint program. The Law School requires candidates for admission to have a bachelor's degree from an accredited college or university and to have taken the LSAT by February of the year of application. Applications must be submitted to the Law School by March 1. For further information, contact the Graduate Admissions Office, Suffolk University, 20 Beacon Street, Boston, Massachusetts 02108-2770, (617) 573-8302 or Suffolk University Law School Admissions Office, 120 Tremont Street, Boston, Massachusetts, 02108, (617) 573-8144.

Accreditation

Suffolk University is accredited by the New England Association of Schools and Colleges (NEASC). The Law School is an accredited member of the Association of American Law Schools (AALS) and is accredited by the American Bar Association (ABA).

Curriculum Requirements

The curriculum requirements for the JD/MSJ program are determined by the respective schools. The JD/MSJ degrees will be granted upon completion of 104 semester hours of work. Of this number, 80 semester hours must be completed in the Law School and 24 hours in the College of Arts and Sciences MSJ curriculum. Specific programs and course selections are arranged through the Associate Dean's office in the Law School and the Office of the Director of the MSJ program.

All summer credits applied to the final semester of the joint degree program have been determined based on the semester credits of each individual program so as not to permit students to enroll in fewer than two credits in the final semester.

All joint degree candidates are subject to II (G) of the Rules and Regulations limiting credit for ungraded activities to two credits per semester. Any student who is not in good academic standing is disqualified from the joint degree programs. Law School Regulation VII (E) states that a joint degree candidate, who is academically deficient (as defined in the Law School regulations) within the Law School curriculum, shall be disqualified from the joint degree.

Program Requirements

JD/MSJ Joint Degree

Application to the joint degree program may be made before entering Suffolk University, during the first year of full-time study in the MSJ program or during the first or second year of study in the Law School. The following tracks correspond to the three possible points of entry: first year MSJ; first year Law School; second year Law School.

JD/MSJ Curriculum**Track I****First Year***Fall Semester*

CJ 701 Seminar in Crime and Justice
 CJ 687 Justice and the Community Courts
 One course from an approved list of courses in a specialized area of Criminal Justice
 One elective in Criminal Justice

First Year*Spring Semester*

CJ 703 Research Methods in Criminal Justice
 CJ 688 Restorative Justice
 CJ 708 Ethical Issues in the Criminal Justice Professions
 One course from an approved list of courses in a specialized area of Criminal Justice.

Second Year*Fall Semester*

2040 AD Contracts
 2050 AD Torts
 2060 AD Property
 2080 AD Criminal Law
 1000 AD Legal Practice Skills.

Second Year*Spring Semester*

2040 AD Contracts
 2060 AD Property
 2070 AD Civil Procedure
 2090 AD Constitutional Law
 1000 AD Legal Practice Skills

Third Year*Fall Semester*

2130 AD Fiduciary Relations

In addition to Fiduciary Relations which is taken in the first semester of the second year of Law School, 2140 AD Professional Responsibility may be taken at any time during the second or third year of Law School.

At the end of the first year of Law School, students must complete at least three courses chosen from a Base Menu as specified by the Law School.

Fourth Year*Fall Semester*

Electives in Law

Students are encouraged to concentrate in specific areas relevant to their interest in criminal justice by selecting classes and clinics/internships from available offerings. Evening students who have not completed their MSCJ requirements may elect to enroll in one of the Internships or Practica in Criminal Justice (CJ 783, 784, 785) to obtain direct experience in the field.

Fourth Year*Spring Semester*

Electives in Law

Track II

Track II of the JD/MSJ program is substantially the same as Track I except that the first- and second-year curricula are reversed. This track is for first-year law students entering the joint degree program.

Track III

This track is for second-year law students entering the joint degree program. During years three and four, these students will take both law and MSCJ courses.

JD/MSIE

Trends toward the “globalization” of economic activity create a need for a program that integrates the study of law with that of international economic and business issues. The JD/MSIE degree program combines the study of law with that of international economics, institutions, markets and trends. It is valuable for students who expect to practice law in fields requiring an understanding of the global economy.

Admission Requirements

All candidates for admission to the joint program must satisfy the admission requirements for the JD program and for the MS in International Economics program. The LSAT is required by the Law School and will be accepted in lieu of the GRE or the GMAT by the MSIE program. Applicants must submit an application for admission to each school, a statement of professional goals, a current resume, two letters of recommendation, transcripts of all prior academic work, and LSAT scores. Candidates must have completed undergraduate courses in Principles of Economics and Principles of Statistics prior to enrolling in the program. In certain cases an interview is required. International students must take the TOEFL and provide a statement of financial resources. Application to the joint program may also be made during the first or second year of study in the Law School, or during the first year of full-time study in the MSIE program.

Curriculum

The joint degree program includes all core courses currently required of candidates for the JD degree. The MSIE component of the program requires the completion of ten courses. The program permits students to earn both degrees in four years (Law School Day Program) or five years (Law School Evening Program). Students may select from a number of tracks to start the program.

The faculty will advise students as to which courses they should complete each semester. Some suggested tracks are as follows:

JD/MSIE Day Division Track I

Year 1: MSIE courses
Year 2: First-year Law School curriculum
Year 3: Law/MSIE courses
Year 4: Law/MSIE courses

JD/MSIE Day Division Track II

Year 1: First-year Law School curriculum
Year 2: MSIE courses
Year 3: Law/MSIE courses
Year 4: Law/MSIE courses

JD/MSIE Day Division Track III

Year 1: First-year Law School curriculum
Year 2: Second-year Law School curriculum
Year 3: Law/MSIE courses
Year 4: Law/MSIE courses

JD/MSIE Evening Division

Year 1: First-year Law School curriculum
Year 2: Second-year Law School curriculum
Year 3: Third-year Law School curriculum
Year 4: MSIE courses
Year 5: Law/MSIE courses

JD/BSBA

The combined program allows focused students to complete both the BSBA and the JD degrees in six years and embark earlier on their legal career. Undergraduate students currently enrolled in the Sawyer School of Management who have completed three years of the BSBA and have outstanding academic records are eligible to apply for the combined BSBA/JD degree program.

The combined program is only open to those students who have attended Suffolk University since their freshman year on a full-time basis. Interested students should declare their intent to apply for the joint program during their freshman year and contact the Sawyer School Pre-Law Advisor, Associate Professor Anthony Eonas. Formal application must be made during the first semester of the student's third year (junior status). Students should refer to the Suffolk University Law School Catalog for the Law School application procedure.

Students may receive their Bachelor of Science in Business Administration (BSBA) degree upon the satisfactory completion of the first year of Law School. Please note that students in this program shall pay Law School tuition when matriculated in the Law School.

Joint Degree Requirements

A minimum of 122 credits of undergraduate course work is required for the BSBA. The first three years of the BSBA are completed in the Sawyer School, with the final 30 credits taken in the Law School. Two additional years of Law School course work completes the JD degree requirements as outlined in the Law School Catalog. A typical program of study would entail course requirements as outlined below.

BSBA Requirements

122 credits

| | |
|---------------------------------------|-------------------|
| General Education Core Courses | 44 Credits |
|---------------------------------------|-------------------|

| | |
|------------------------------|-------------------|
| Business Core Courses | 33 Credits |
|------------------------------|-------------------|

| | |
|-------------------------------|----------------------|
| Business Major Courses | 18-21 Credits |
|-------------------------------|----------------------|

Accounting and Finance majors complete 21 credits of major course work

| | |
|--------------------------------------|-------------------|
| First Year Law School Courses | 30 Credits |
|--------------------------------------|-------------------|

satisfies BSBA Liberal Arts and Free Elective requirements (24-27 credits) as well as first year Law School requirements

JD Requirements

The final two years of the joint degree program are completed in the Law School according to the degree requirements as outlined in the Law School Catalog.

Interested students may contact the Pre-Law Advisor, Professor Anthony Eonas, (617) 573-8652 or Associate Dean Susan C. Atherton, (617) 573-8307.

COLLEGE OF ARTS AND SCIENCES AND SAWYER SCHOOL OF MANAGEMENT JOINT PROGRAMS

The College of Arts and Sciences in partnership with the Sawyer School of Management's Public Management Department offer public service professionals three specialized joint degrees.

Master of Public Administration/ Master of Science in Criminal Justice (MPA/MS)

The MPA/MS in Criminal Justice Program is designed for the public safety professional. This 18-course program consists of 10 MPA courses and 8 courses in criminal justice. You must meet the admission requirements of each program. Upon completion of your study, you will have earned two degrees.

Curriculum

This 18-course program consists of 7 required MPA courses, 3 MPA electives, 5 required Criminal Justice courses, and 3 Criminal Justice electives.

Seven required MPA courses (21 credits):

(select two)

| | |
|---------|---|
| PAD 711 | Foundations of Public Organizational Administration |
| PAD 712 | Foundations of Public Policy Analysis |
| PAD 716 | Public Service Human Resource Management |
| PAD 717 | Organizational Effectiveness |

(select two)

| | |
|---------|---|
| PAD 713 | Foundations of Public Financial Administration |
| PAD 809 | Economic, Financial and Administrative Strategies |
| PAD 822 | Public Management Information Systems |
| PAD 827 | Financing State and Local Government |
| PAD 844 | Financial Management of Nonprofits |

(select two)

| | |
|---------|---------------------------------------|
| PAD 714 | Legal Basis of Public Management |
| PAD 838 | Ethical Leadership |
| PAD 842 | Public Sector Labor and Workplace Law |
| PAD 850 | Alternative Dispute Resolution |

(select one)

| | |
|---------|--|
| PAD 758 | Internship in Public Management |
| PAD 759 | Practicum Seminar in Public Management |

MPA Electives

Select 3 Courses (9 credits)

Choose any Public Management course not already counted toward the required seven.

MSCJ Courses

8 Courses (24 credits)

Required Core Courses

3 Courses (9 credits)

| | |
|--------|--------------------------------------|
| CJ 701 | Seminar in Criminal Justice |
| CJ 703 | Research Methods in Criminal Justice |
| CJ 704 | Legal Issues in Criminal Justice |

Electives

5 Courses (15 credits)

| | |
|--------|---|
| CJ 638 | White Collar Crime |
| CJ 657 | Perspectives on Drug Policy |
| CJ 681 | Crime and Communities |
| CJ 683 | Current Issues in Policing |
| CJ 685 | Seminar in Corrections |
| CJ 686 | Seminar in Juvenile Justice |
| CJ 687 | Justice and the Community Courts |
| CJ 688 | Restorative Justice |
| CJ 690 | Substance Abuse in Criminal Justice |
| CJ 691 | Intimate Violence and Sexual Assault |
| CJ 692 | Criminal Justice Policy |
| CJ 694 | Critical Victimology |
| CJ 695 | Special Topics in Criminal Justice |
| CJ 705 | Race, Class, Gender and Justice |
| CJ 708 | Ethical Issues in the Criminal Justice Profession |
| CJ 723 | Thesis Research and Writing I |
| CJ 724 | Thesis Research and Writing II |
| CJ 783 | Practicum in Criminal Justice I |
| CJ 784 | Practicum in Criminal Justice II |
| CJ 786 | Internship in Criminal Justice I |
| CJ 787 | Internship in Criminal Justice II |
| CJ 800 | Independent Study in Criminal Justice |

MPA/MS Admission

To be reviewed for admission you must:

- meet the entrance requirements for both the MPA and the MS programs
- apply for the joint program during the first year of matriculation

Your degree will be awarded when you have fulfilled all degree requirements for both degrees.

Master of Public Administration/ Master of Science in Mental Health Counseling (MPA/MS)

Program Advisors:

Dr. Glen Eskedal, MS

Professor Sandy Matava, MPA

The MPA/MS meets the needs of public and private sector human service workers who wish to strengthen their direct service skills and who expect to assume management and leadership roles in the organization.

The MPA/MS degree program consists of twenty courses or sixty credits. The student takes ten courses from the Public Management curriculum listed below and ten from the Mental Health Counseling curriculum also listed below.

Curriculum

The curriculum consists of six required MPA courses (18 credits):

| | |
|---------|---|
| PAD 711 | Foundations of Public Organizational Administration |
| PAD 712 | Foundations of Public Policy Analysis |
| PAD 713 | Foundations of Public Financial Administration |
| PAD 714 | Legal Basis of Public Management |
| PAD 716 | Public Service Human Resource Management |
| PAD 717 | Organizational Effectiveness in Government |

Plus four courses (12 credits) of the following MPA electives:

| | |
|---------|---|
| PAD 815 | Client and Community Relations |
| PAD 818 | Public Sector Labor/Management Relations |
| PAD 821 | Human Services Integration |
| PAD 823 | US Health System |
| PAD 834 | Disability and Public Policy |
| PAD 835 | Marketing Health Services |
| PAD 838 | Ethical Leadership |
| PAD 840 | Comparative Public Policy |
| PAD 900 | Special Topics (if related to nonprofits) |

OR any special topic course related to nonprofits.

Six required EHS courses (18 credits):

| | |
|---------|---------------------------------|
| EHS 713 | Counseling: Theory and Practice |
| EHS 716 | Psychological Diagnosis |
| EHS 717 | Psychological Testing |
| EHS 737 | Interpersonal Skills Laboratory |
| EHS 738 | CHR Practicum I |
| EHS 739 | CHR Practicum II |

Plus four EHS electives (12 credits):

| | |
|---------|--|
| EHS 691 | Domestic Violence: Abuse & Neglect |
| EHS 710 | Introduction to School Counseling |
| EHS 712 | Lifespan Development |
| EHS 714 | Psychology of Vocational Development |
| EHS 725 | Forensic Psychology |
| EHS 726 | Family Therapy |
| EHS 727 | Substance Abuse Counseling |
| EHS 728 | Professional Orientation: Ethical/Legal Issues |
| EHS 729 | Human Sexuality Seminar |
| EHS 730 | Personality Disorders Seminar |
| EHS 731 | Clinical Practice Seminar |
| EHS 732 | Psychological Disorders of Childhood and Adolescence |
| EHS 733 | Counseling Diverse Populations |
| EHS 734 | Counseling Psychology Seminar |
| EHS 735 | Group Counseling |
| EHS 736 | Consultation |
| EHS 750 | Independent Study: CHR |
| EHS 900 | Directed Study |

Admission

Candidates must meet the entrance requirements for both the MPA and the MS programs. Application for the joint program is submitted during the first year of matriculation. The GRE or MAT must be taken for the MS degree. Degrees will be awarded when all degree requirements for both degrees are fulfilled.

Master of Public Administration/ Master of Science in Political Science (MPA/MS)

Program Advisors:

Dr. John Berg, MS
Professor Sandy Matava, MPA

The Public Management Department in conjunction with the Government Department in the College of Arts and Sciences offers a joint degree program in public administration and political science.

The MPA/MS degree program consists of 18 courses. Students complete 10 courses from public administration and 8 courses from government. Some political science electives can be public administration electives. Upon completion of degree requirements, students receive a MPA degree and an MS in Political Science.

Curriculum

The curriculum consists of the following:

MPA:

| | |
|---------|--|
| PAD 712 | Foundations of Public Policy Analysis |
| PAD 713 | Foundations of Public Financial Admin |
| PAD 714 | Legal Basis of Public Management |
| PAD 716 | Public Service Human Resource Management |
| PAD 717 | Organizational Effectiveness in Government |

PLUS five (5) electives offered from the public management department.

MS in Political Science

Professional Politics:

| | |
|---------|--|
| GVT 703 | Thesis/Internship Preparation |
| GVT 723 | Internship |
| GVT 747 | Seminar in Legislation & Lobbying |
| GVT 755 | Seminar in Campaigns & Elections |
| GVT 773 | Ethical Issues in Politics |
| GVT 777 | Advanced Research Methods in Political Science |

PLUS two electives (six [6] elective credits)

International Relations:

| | |
|---------|--|
| GVT 703 | Thesis/Internship Preparation |
| GVT 723 | Internship |
| GVT 761 | Seminar in International Relations Theory |
| GVT 763 | International Political Economy |
| GVT 773 | Ethical Issues in Politics |
| GVT 777 | Advanced Research Methods in Political Science |

PLUS two electives (six [6] elective credits)

Admission

To be reviewed for admission into the MPA/MSPS degree program you must:

- meet the entrance requirements for both the MPA and MSPS
- apply for the joint degree program during the first year of matriculation
- complete the application process

Master of Science in Criminal Justice/ Master of Science in Mental Health Counseling (MSCJ/MS)

Program Advisors:

Dr. Donald R. Morton, Dr. Glen Eskedal

The 54-credit joint MSCJ/MSMHC program consists of eighteen courses, eight in the MSCJ program and ten in the Mental Health Counseling Program (MSMHC). This degree meets the need of public and private sector workers who wish to strengthen their direct service skills in the increasingly interdependent areas of mental health, human services, and criminal justice. Students must meet the admissions requirements for both programs and declare this joint degree during the first year of matriculation. Degrees will not be awarded until all degree requirements for both degrees are fulfilled.

MSCJ Courses

24 Semester Hours

Required Core Courses **9 Semester Hours**

| | |
|--------|--------------------------------------|
| CJ 701 | Seminar in Criminal Justice |
| CJ 703 | Research Methods in Criminal Justice |
| CJ 704 | Legal Issues in Criminal Justice |

Electives **15 Semester Hours**

| | |
|--------|--|
| CJ 625 | Professional Writing for Sociologists/Criminologists |
| CJ 638 | White Collar Crime |
| CJ 657 | Perspectives on Drug Policy |
| CJ 681 | Crime and Communities |
| CJ 683 | Policing in a Free Society |
| CJ 685 | Seminar in Corrections |
| CJ 686 | Seminar in Juvenile Justice |
| CJ 687 | Justice and the Community Courts |
| CJ 688 | Restorative Justice |
| CJ 690 | Substance Abuse in Criminal Justice |
| CJ 691 | Intimate Violence and Sexual Assault |
| CJ 692 | Criminal Justice Policy |
| CJ 694 | Critical Victimology |
| CJ 695 | Special Topics in Criminal Justice |
| CJ 705 | Race, Class, Gender and Justice |
| CJ 708 | Ethical Issues in the Criminal Justice Professions |
| CJ 723 | Thesis Research and Writing I |
| CJ 724 | Thesis Research and Writing II |
| CJ 783 | Practicum in Criminal Justice I |
| CJ 784 | Practicum in Criminal Justice II |
| CJ 786 | Internship in Criminal Justice I |
| CJ 787 | Internship in Criminal Justice II |

MSMHC Courses

30 Semester Hours

Required Core Courses **18 Semester Hours**

| | |
|---------|---|
| EHS 713 | Counseling: Theory and Practice |
| EHS 716 | Psychological Diagnosis |
| EHS 717 | Psychological Testing |
| EHS 737 | Interpersonal Skills Laboratory |
| EHS 738 | Counseling/Human Relations Practicum I |
| EHS 739 | Counseling/Human Relations Practicum II |

Electives **12 Semester Hours**

| | |
|---------|--|
| EHS 646 | Self-Assessment and Career Development |
| EHS 710 | Introduction to School Counseling |
| EHS 714 | Psychology of Vocational Development |
| EHS 720 | Issues in Human Resources |
| EHS 721 | Training and Development |
| EHS 724 | Human Relations in Organizations |
| EHS 725 | Forensic Psychology |
| EHS 726 | Family Therapy |
| EHS 727 | Substance Abuse |
| EHS 728 | Professional Orientation: Ethical/Legal Issues |
| EHS 729 | Human Sexuality Seminar |
| EHS 730 | Personality Disorder Seminar |
| EHS 732 | Psychological Disorders of Childhood and Adolescence |
| EHS 733 | Counseling Diverse Populations |
| EHS 734 | Counseling Psychology Seminar |
| EHS 735 | Group Counseling |
| EHS 736 | Consultation |
| EHS 750 | Independent Study: Counseling/Human Relations |
| EHS 753 | Independent Study: Counseling/Human Relations |

JOINT UNDERGRADUATE AND GRADUATE DEGREE PROGRAMS IN THE SAWYER SCHOOL OF MANAGEMENT

The BSBA/MS in Accounting and BSBA/MS in Taxation Joint Degree Programs

The BSBA/MSA and BSBA/MST programs are designed for students with a serious commitment to careers in accounting, financial management or taxation. Students can complete courses that will prepare them for the CPA examinations in Massachusetts leading to a public accounting career. Students may also wish to take course work that prepares them for careers in corporate accounting and financial management, not-for-profit accounting and financial management, international accounting and financial management, corporate taxation, or financial advising. Each joint degree program can be completed in five years of study, including the summer between the fourth and fifth years. However, another popular option is four years of full-time study and two years of part-time study – offering an attractive combination of academic study and practical experience as a career preparation.

Professional Qualification

Students graduating from the programs are expected to proceed to professional qualification, for instance the CPA, the CMA or the CIA.

Application

Students who qualify for entry to the programs are matriculated students in the Sawyer School of Management BSBA Program, majoring in accounting. Students normally apply during their fall semester, senior year. Applicants must take the GMAT examination, and satisfy the entry criteria based on GMAT score and cumulative grade point average through the end of their junior year. If successful in their application, students acquire graduate status as of the start of the semester following their being accepted and completing 120 credit hours.

International students must contact the International Student Advising Office at the same time as applying for entry, to ascertain how INS stipulations will affect their visas as they proceed from undergraduate to graduate status in the joint program.

Graduation Requirements

A cumulative grade point average of at least 2.0 in the undergraduate accounting courses, and a cumulative grade point average of 2.0 overall in the undergraduate courses, must be maintained. A cumulative grade point average of at least 3.0 in the graduate accounting courses, and a cumulative grade point average of 3.0 overall, must be maintained in the graduate courses to graduate with the joint degree.

Both degrees, the BSBA and the MSA or the MST respectively, are awarded at the completion of all degree requirements, graduate and undergraduate, of the joint degree programs.

Students who withdraw from the joint degree program must complete all requirements for the BSBA, including the 150-hour practical experience requirement, before the BSBA is awarded.

Faculty Advisor

Students entering the joint programs are assigned a faculty advisor from the Accounting Department to assist them in planning their programs of study and advising them on academic and career matters. This advisor may be different from the advisor initially assigned to a student as an undergraduate accounting major.

The BSBA/MSA joint degree requirements are:**(1) Undergraduate Course Requirements****General Education Requirements 44 Credits****Business Core Courses 33 Credits**

Includes the Prerequisite Accounting courses ACCT 201 and ACCT 202 and the Accounting Information course ACCT 332

Liberal Arts Electives 18 Credits**Free Electives (Non-Accounting) 6 Credits****Accounting Major Requirements 15 Credits**

| | |
|----------|---|
| ACCT 321 | Intermediate Accounting I |
| ACCT 322 | Intermediate Accounting II |
| ACCT 331 | Cost Accounting |
| ACCT 421 | Taxation |
| ACCT 431 | Auditing and Assurance Services |
| ACCT 560 | Experiential Component |
| ACCT 560 | Experiential Component (pass/fail, no credit) |

Accounting Electives* 6 Credits**(2) Graduate Course Requirements****Required Courses 9 Credits**

| | |
|----------|--|
| ACCT 824 | Corporate Financial Reporting and Analysis |
| ACCT 825 | Corporate Financial Planning and Control |
| ACIB 872 | International Financial Analysis and Control |

Non-Accounting Required Courses 4.5 Credits

| | |
|----------|---|
| MGSM 833 | Strategic Management of Innovation and Technology (MSES 834 or MBA 800 may be substituted with the approval of the Director of Graduate Programs in Accounting) |
| MBA 620 | Statistical Methods |

Accounting Electives* 6 Credits**Non-Accounting Electives 12 Credits****Total Joint Degree Credits 150.5 Credits**

*Note – students intending to sit for the CPA examinations should choose ACCT 803 as one of their electives.

The BSBA/MST joint degree requirements are:**(1) Undergraduate Course Requirements****General Education Requirements 44 Credits****Business Core Courses 33 Credits**

Includes the Prerequisite Accounting courses ACCT 201 and ACCT 202 and the Accounting Information course ACCT 332

Liberal Arts Electives 18 Credits**Free Electives (Non-Accounting) 6 Credits****Accounting Major Requirements 18 Credits**

| | |
|----------|---|
| ACCT 321 | Intermediate Accounting I |
| ACCT 322 | Intermediate Accounting II |
| ACCT 331 | Cost Accounting |
| ACCT 421 | Taxation |
| ACCT 431 | Auditing and Assurance Services |
| ACCT 432 | Advanced Accounting |
| ACCT 560 | Experiential Component (pass/fail, no credit) |

Accounting Electives* 6 Credits**(2) Graduate Course Requirements****Required Courses 18 Credits**

| | |
|---------|---------------------------------------|
| TAX 861 | Tax Research |
| TAX 862 | Corporate Taxation |
| TAX 863 | Taxation of Pass-Through Entities |
| TAX 864 | Tax Practice and Procedure |
| TAX 867 | Advanced Topics in Corporate Taxation |
| TAX 871 | Taxation of Estates, Trusts and Gifts |

Non-Accounting Required Courses 1.5 Credits

| | |
|-----------|------------------------------|
| MGQM W700 | Statistical Methods Workshop |
|-----------|------------------------------|

Free Electives 12 Credits**Total Joint Degree Credits 150.5 Credits**

*Note – students intending to sit for the CPA examinations should choose ACCT 803 as one of their electives.

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College of Arts and Sciences

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2003

JULY

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2004

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FEBRUARY

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MARCH

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OCTOBER

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2005

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FEBRUARY

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MARCH

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JUNE

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2006

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2007

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UNIVERSITY CALENDAR 2003-2004

Fall Semester 2003

June

| | | |
|-------|-----------|--|
| 5 | Thursday | MSF/MSFSB Third Quarter ends |
| 13 | Friday | Deadline to apply for Graduate Programs for Fall |
| 12-13 | Thurs-Fri | SSOM and CAS Freshman Registration & Orientation |
| 16-17 | Mon-Tues | SSOM and CAS Freshman Registration & Orientation |
| 19-20 | Thurs-Fri | SSOM and CAS Freshman Registration & Orientation |
| 20 | Friday | Deferred tuition due for Summer Session I Tuition due for Summer Session II |
| 23-24 | Mon-Tues | SSOM and CAS Freshman Registration & Orientation |
| 26-27 | Thurs-Fri | SSOM and CAS Transfer Students Registration & Orientation |

July

| | | |
|----|-----------|---|
| 4 | Friday | Independence Day Holiday – University closed |
| 7 | Monday | Summer Session II classes convene |
| 8 | Tuesday | MSF/MSFSB Fourth Quarter convenes |
| 11 | Friday | MSF/MSFSB last day for 100% tuition reimbursement |
| 12 | Saturday | Executive MBA Summer term convenes |
| 16 | Wednesday | MFS/MSFSB last day for 50% tuition reimbursement |
| 25 | Tuesday | Last Day Online MBA Summer Session |
| 30 | Wednesday | MSF/MSFSB 100% tuition forfeiture |

August

| | | |
|-------|-----------|--|
| 1 | Friday | Tuition due for Fall Deferred tuition due for Summer Session II |
| 2 | Saturday | MSF/MSFSB Fourth Quarter Saturday Session meets |
| 7 | Thursday | Last day for NESAD/SU Summer Session |
| 14 | Thursday | Last day for non-degree (CAPS) students to register by mail for Fall |
| 15 | Friday | Last day of DAY classes for Summer Session II |
| 21 | Thursday | Last day of EVENING classes for Summer Session II International Student Orientation for Graduate Students |
| 22 | Friday | International Student Orientation for Undergraduate Students |
| 23 | Saturday | MSF/MSFSB Fourth Quarter Saturday Session meets |
| 25-26 | Mon-Tues | Orientation/Registration for Transfer Students |
| 27 | Wednesday | New Graduate and Part-Time Evening Students Registration/Orientation Online MBA Fall New Student Orientation 7:00-8:00 pm |
| 27-28 | Wed-Thurs | Freshman Student Registration/Orientation |
| 28 | Thursday | Late Registration for continuing students 4:00-6:30 pm |
| 29 | Friday | Executive MBA Program deadline for Fall Quarter admission |
| 30 | Saturday | No Executive MBA classes |
| 31 | Sunday | Residence Halls open for NEW students |

September

| | | |
|----|-----------|--|
| 1 | Monday | Labor Day Holiday Residence Halls open for RETURNING students CONVOCATION Welcome Back Orientation 9:00 am-12 noon EVENING classes (4:00-9:55 pm) convene Online MBA evening classes begin MBA/UG evening Suffolk University courses on the Dean campus convene |
| 2 | Tuesday | DAY Classes convene |
| 3 | Wednesday | Classes convene |
| 6 | Saturday | Global MBA, Semester I, Term I begins |
| 8 | Monday | Last day for course changes and late registration |
| 15 | Monday | Last day to add/drop in Fall without financial liability |
| 16 | Tuesday | 50% tuition liability begins for Fall |
| 18 | Thursday | MSF/MSFSB Fourth Quarter ends |
| 20 | Saturday | Last day of classes for Executive MBA Summer program |
| 23 | Tuesday | 75% tuition liability begins for Fall |
| 24 | Wednesday | Last day for filing application for Spring and Summer final make-up exam |
| 30 | Tuesday | Last day to drop a course without a grade of "W" MSF/MSFSB First Quarter convenes |

October

| | | |
|--------------------|-----------|--|
| 1 | Wednesday | 100% tuition liability begins for Fall |
| 1-2 | Wed-Thurs | Spring and Summer final examination make-up |
| 3 | Friday | Deadline for CAS undergraduate performance evaluations MSF/MSFSB last day for 100% tuition reimbursement |
| 4 | Saturday | Fall Executive MBA classes convene |
| 8 | Wednesday | MSF/MSFSB last day for 50% tuition reimbursement |
| 13 | Monday | Columbus Day Holiday – University closed |
| 14 | Tuesday | Tuesday EVENING classes canceled (EXCEPT MSF/MSFSB) Monday EVENING classes meet to make up for Columbus Day All Suffolk courses on the Dean campus run on a Monday schedule |
| 17 | Friday | MBA/MPA Monday DAY classes meet to make up for Columbus Day holiday MSF/MSFSB 100% tuition forfeiture |
| 18 | Saturday | Global MBA, Semester I, Term I ends |
| 25 | Saturday | MSF/MSFSB First Quarter first Saturday Session meets |
| Oct. 27- Nov. 4 | Mon-Tues | Faculty advising for current students for the Spring Semester |
| 27 | Monday | Global MBA, Semester I, Term II begins |
| 31 | Friday | Last day to apply for February Graduation Financial Aid application deadline for the Spring Semester Fall deferred tuition payment due Deadline for Spring Graduate Application |

University Calendar

November

| | | |
|-------|----------------|---|
| 1 | Saturday | Fall tuition due date |
| 5 | Wednesday | Graduate Student Priority/WEB Registration |
| 6 | Thursday | Senior Priority registration for Spring |
| 7 | Friday | Last day to withdraw from courses without the penalty of a "F" grade |
| | | Junior Priority registration for Spring |
| 10 | Monday | Dean College closed for Veterans Day Holiday |
| | | Sophomore Priority registration for Spring |
| 11 | Tuesday | Veterans Day Holiday |
| | | University closed to observe Veterans Day Holiday |
| | | Dean College is open |
| | | Tuesday EVENING classes meet on Friday, November 14 to make up for Veterans Day Holiday |
| 12 | Wednesday | Freshman Priority registration for Spring |
| 13 | Thursday | Non-Priority registration for Fall |
| 14 | Friday | Tuesday EVENING classes meet on Friday, November 14 to make up for Veterans Day Holiday |
| 15 | Saturday | MSF/MSFSB First Quarter second Saturday Session meets |
| | | Undergraduate Admissions Open House |
| 25 | Tuesday | Dean College Thanksgiving Recess begins at the end of day classes |
| | | Suffolk MBA classes at Dean College meet |
| | | Residence Halls close at 5:00 pm. No evening UG Suffolk courses |
| 26-30 | Wed-Sun | Thanksgiving recess begins at 1:00 pm Wed. Nov. 27 through Dec. 1 |
| 26 | Wednesday | Residence Halls close at 2:00 pm |
| 29 | Saturday | No Executive MBA classes |
| 30 | Sunday | Residence Halls open at 10:00 am |

December

| | | |
|------------------------|-----------|---|
| 6 | Saturday | Global MBA, Semester I, Term II ends |
| Dec. 7- | | |
| Jan. 11 Sun-Sun | | Global MBA Winter Interim |
| 11 | Thursday | Last day of Fall Semester weekday classes |
| | | Last meeting of Day & Evening MBA/MPA classes |
| | | Last day for Non-Priority registration |
| | | Last day for Non-Degree (CAPS) students to mail register for Spring |
| 12 | Friday | Reading Day |
| 13 | Saturday | Last day of Fall undergraduate Saturday classes |
| 14-20 | Sun-Sat | Final Exams/NESAD Portfolio Week |
| 15 | Monday | Tuition for Spring due |
| 17 | Wednesday | Last Day of Online MBA Fall 2003 classes |
| 19 | Friday | MSF/MSFSB last day of First Quarter classes |
| 20 | Saturday | Residence Halls close at 10:00 am |
| | | Last Day of Executive MBA Fall classes |
| Dec. 21- | | |
| Jan. 12 Sun-Mon | | Winter Vacation |
| 23 | Tuesday | Deadline for submission of Fall grades to Registrar |

Spring Semester 2004

January

| | | |
|-------|-----------------|---|
| 1 | Thursday | New Year's Day Holiday – University closed |
| | | Deadline to apply for Ph.D. in Clinical Psychology Program for Fall |
| 3 | Saturday | Executive MBA Winter classes convene |
| 5 | Monday | International Orientation for Graduate and Undergraduate Students |
| 6 | Tuesday | MSF/MSFSB Second Quarter convenes |
| 6-7 | Tues-Wed | Orientation and Registration for New Students |
| 7 | Wednesday | New Graduate and Part-Time Evening Student Registration |
| 8 | Thursday | Registration for Returning Students who have not already registered |
| | | Online MBA Spring Student Orientation 7:00-8:00 pm |
| 12 | Monday | Online MBA classes begin |
| | | MBA courses on the Dean campus convene |
| | | Deadline to apply for Ph.D. program for Fall |
| | | MSF/MSFSB last day for 100% tuition reimbursement |
| | | Global MBA, Semester II, Term I begins |
| | Friday | Dean College New International Students arrive |
| 18 | Sunday | Residence Halls open at 10:00 am |
| 19 | Monday | Martin Luther King Holiday – University closed |
| | | Monday EVENING classes meet on Friday, January 30 to make up for Martin Luther King Holiday |
| 20 | Tuesday | Spring DAY and EVENING Classes convene |
| | | Suffolk courses at Dean College convene |
| 23 | Friday | Last day for filing applications for Fall make-up examinations |
| | | Last Day for Online MBA withdrawal |
| 24 | Saturday | MSF/MSFSB Second Quarter first Saturday Session meets |
| 27 | Tuesday | MSF/MSFSB 100% tuition forfeiture |
| | | 50% tuition liability begins for Spring |
| 28-29 | Wed-Thurs | Fall final examination make-up |
| 30 | Friday | Monday EVENING classes meet to make up for January 19, Martin Luther King Holiday |

| | | | | | |
|-----------------|-----------|---|------------------------------------|-----------|--|
| February | | | | | |
| 2 | Monday | Last day for late registration Last day for course changes Last day for add/drop for Spring without any financial liability Deadline to apply for Ph.D. in Economics for Fall | 20 | Saturday | Executive MBA Spring classes convene |
| 3 | Tuesday | 75% tuition liability begins for Spring | 21 | Sunday | Residence Halls Open at 10:00 am |
| 7 | Saturday | MSF/MSFSB Second Quarter second Saturday Session | 23 | Tuesday | MSF/MSFSB Third Quarter convenes |
| 11 | Wednesday | 100% tuition liability for Spring | 29 | Monday | Last day to withdraw from Spring courses without penalty of an "F" grade Graduate Student Priority Registration for Summer and Fall MSF/MSFSB last day for 100% tuition reimbursement |
| 13 | Friday | Deadline for CAS undergraduate performance evaluations Executive MBA Program deadline for Spring Quarter | 30 | Tues | Senior Priority Registration for Summer and Fall |
| 16 | Monday | Presidents' Day Holiday – University closed Monday EVENING classes meet on Tuesday, February 17 to make up for Presidents' Day Holiday | 31 | Wed | Junior Priority Registration for Summer and Fall |
| 17 | Tuesday | Last day to withdraw from courses without penalty of a "W" grade Last day to apply for Spring Quarter admission to Executive MBA Program Monday EVENING classes meet to make up for Presidents' Day Holiday Tuesday EVENING classes cancelled and rescheduled for Friday, February 20 Suffolk MBA/UG courses on the Dean campus follow a Monday schedule to make up for Presidents' Day Holiday | April | | |
| 20 | Friday | MBA/MPA Monday DAY classes meet to make up for Presidents' Day Holiday Tuesday EVENING classes meet to make up for Presidents' Day Holiday | 1 | Thursday | Sophomore Priority Registration for Summer and Fall Financial Aid deadline for Fall Graduate students Deadline for Summer Graduate admission applications |
| 21 | Saturday | MSF/MSFSB Second Quarter third Saturday Session meets Global MBA, Semester II, Term I ends | 2 | Friday | Freshman Priority Registration for Summer and Fall |
| 27 | Friday | Last day to apply for May Graduation | 10 | Saturday | MSF/MSFSB Third Quarter first Saturday Session meets Global MBA, Semester II, Term II ends |
| March | | | April 11- May 2 Sun-Sun | | |
| 1 | Monday | Financial Aid application deadline for Fall Undergraduates Global MBA, Semester II, Term II begins | 13 | Tuesday | Academic Recognition Day |
| 6 | Saturday | Last day of Executive MBA Winter classes | 14 | Wednesday | MSF/MSFSB last day for 50% tuition reimbursement |
| 22-26 | Mon-Fri | Faculty advising for current students for Summer and Fall | 16 | Friday | Last Day Online MBA Spring program |
| 11 | Thursday | MSF/MSFSB last day of Second Quarter classes | 19 | Monday | Patriot's Day Holiday – University closed Wednesday EVENING classes meet on Friday, April 23 to make up for Patriot's Day Holiday |
| 13 | Saturday | Residence Halls close at 10:00 am | 21 | Wednesday | Wednesday EVENING classes cancelled Monday EVENING classes meet to make up for Patriot's Holiday |
| 15 | Monday | Deferred tuition for Spring due Graduate Admission Deadline for students seeking Fall Financial Aid | 23 | Friday | Wednesday EVENING classes meet to make up for Patriot's Day Holiday MBA/MPA Monday DAY classes meet to make up for Patriot's Day Holiday Snow Day (if required) |
| 15-20 | Mon-Sat | Spring Break | 29 | Thursday | Last DAY and EVENING classes for the Spring NESAD/SU Evening classes meet Last classes for MBA/MPA Spring Semester Last day for Non-Priority pre-registration for Fall Reading Day Dean College last day of Spring classes Snow Day (if required) |
| 17 | Wednesday | Evacuation Day Holiday – University closed | 30 | Friday | |

May

| | | |
|-----|---------------|--|
| 1 | Saturday | Last NESAD/SU Spring Saturday class |
| 3 | Monday | Global MBA, Semester III, Term I begins |
| 3-6 | Mon-Thurs | Dean College Final Exams |
| 3-8 | Mon-Sat | Final Examinations/NESAD Portfolio Week |
| 6 | Thursday | Online MBA Summer New Student Orientation 7:00-8:00 pm |
| 8 | Saturday | Residence Halls close at 12 noon MSF/MSFSB Third Quarter second Saturday Session meets Dean College Deadline for Submission of Grades to Suffolk Registrar |
| 12 | Wednesday | Deadline for submission of Spring grades to Registrar |
| 13 | Thursday | Online MBA Student Orientation |
| 17 | Monday | Last day of registration for Summer Session I First day Online MBA Summer Session |
| 18 | Tuesday | Summer Session I DAY and EVENING classes convene (Except NESAD/SU) |
| 22 | Saturday | Last day of Executive MBA Spring term Online Showcase and Online MBA Graduation Reception |
| 23 | Sunday | Commencement Day |
| 29 | Saturday | Executive MBA June Seminar convenes |
| 31 | Monday | Memorial Day Holiday – University closed |

June

| | | |
|-------|-----------|--|
| 1 | Tuesday | NESAD/SU Summer Session classes convene |
| 3 | Thursday | Last day of MSF/MSFSB Third Quarter classes |
| 4 | Friday | Monday/Wednesday EVENING classes meet to insure 14 total meetings |
| 10-11 | Thurs-Fri | Orientation and Registration for New Students Fall 2004 |
| 12 | Saturday | Global MBA, Semester III, Term I ends |
| 14-15 | Mon-Tues | Orientation and Registration for New Students Fall 2004 |
| 15 | Tuesday | Deadline for Fall Graduate applications |
| 17-18 | Thurs-Fri | Orientation and Registration for New Students Fall 2004 |
| 19 | Saturday | Last day of Executive MBA June Seminar |
| 21-22 | Mon-Tues | Orientation and Registration for New Students Fall 2004 |
| 21 | Monday | Global MBA, Semester III, Term II begins |
| 25 | Friday | Last day of Summer Session I DAY classes (except NESAD/SU) |
| 24 | Thursday | Last day to register for Summer Session II |

July

| | | |
|-------|---------------|---|
| 2 | Friday | Last day of Summer Session I EVENING classes (except NESAD/SU) |
| 4 | Sunday | Independence Day Holiday |
| 5 | Monday | Observation of Independence Day Holiday |
| 6 | Tuesday | Summer Session II DAY and EVENING classes convene (Except NESAD/SU) MSF/MSFSB Fourth Quarter convenes |
| 10 | Saturday | First day of Executive MBA Summer term |
| 12 | Monday | MSF/MSFSB last day for 100% tuition reimbursement |
| 14-18 | Mon-Fri | Orientation and Registration for New Students |
| 23 | Friday | Last day Online MBA Summer Program |
| 27 | Tuesday | MSF/MSFSB last day for 50% tuition reimbursement |
| 28 | Wednesday | MSF/MSFSB 100% tuition forfeiture |
| 31 | Saturday | MSF/MSFSB Fourth Quarter first Saturday Session meets Global MBA, Semester III, Term II ends |

August

| | | |
|--------|-----------|--|
| 1 | Friday | Tuition for Fall due |
| 11 | Wednesday | Last day of NESAD/SU Summer Session |
| 13 | Friday | Last day of DAY classes for Summer Session II (except NESAD/SU) Monday/Wednesday EVENING classes meet to insure 14 total meetings |
| 20 | Friday | Last day of EVENING classes for Summer Session II |
| 21 | Saturday | MSF/MSFSB second Saturday Session meets |
| 23--24 | Mon-Tues | Orientation and Registration for New Transfer Students for Fall |
| 25 | Wednesday | New Graduate and Part-Time Evening Student Registration for Fall |
| 25--26 | Wed-Thurs | Orientation and Registration for New Students for Fall Late Registration for Fall |
| 27 | Friday | Executive MBA Program deadline for Fall Quarter |

September

| | | |
|---|---------------|--|
| 4 | Saturday | No Executive MBA classes |
| 5 | Sunday | Residence Halls open for NEW Students |
| 6 | Monday | Labor Day Holiday |
| | | Residence Halls open for RETURNING Students |
| 7 | Tuesday | Welcome Back Orientation for all New Students 9:00 am-12 noon |

At a Glance

Summer Session 2003

| | |
|----------------------------|------------------------|
| First day Session | May 13 – June 20 |
| First evening Session | May 13 – June 27 |
| Executive MBA June Seminar | May 31 – June 21 |
| NESAD/SU Summer Session | June 2 – August 7 |
| Second day Session | July 7 – August 15 |
| Second evening Session | July 7 – August 22 |
| Executive MBA | July 12 – September 20 |
| MSF/MSFSB | July 8 – September 18 |

Fall Session 2003

| | |
|--------------------------------------|---------------------------|
| Labor Day | September 1 |
| Evening classes convene | September 2 |
| Day classes convene | September 3 |
| Columbus Day | October 13 |
| Veterans Day | November 11 |
| Thanksgiving Break begins at 1:00 on | November 26 – November 30 |
| Last day of classes | December 11 |
| Reading Day | December 12 |
| Finals Week | December 15 – December 20 |

Spring Session 2004

| | |
|----------------------------|---------------------|
| Martin Luther King Jr. Day | January 19 |
| First day of classes | January 20 |
| Presidents' Day | February 16 |
| Spring Break | March 15 – March 20 |
| Patriot's Day | April 19 |
| Last day of classes | April 29 |
| Reading Day | April 30 |
| Finals Week | May 3 – May 8 |
| Commencement | May 23 |

Summer I 2004

| | |
|--|---------|
| Day and Evening Classes Start | May 18 |
| Memorial Day Holiday | May 31 |
| Day classes end (including finals) | June 25 |
| Evening classes end (including finals) | July 2 |

Summer II 2004

| | |
|--|-----------|
| Observation of July 4th Holiday | July 5 |
| Day and evening classes start | July 6 |
| Day classes end (including finals) | August 13 |
| Evening classes end (including finals) | August 20 |

Fall Session 2004

| | |
|--------------------------------------|---------------------------|
| Labor Day | September 6 |
| Evening classes convene | September 7 |
| Day classes convene | September 8 |
| Columbus Day | October 10 |
| Veterans Day | November 11 |
| Thanksgiving Break begins at 1:00 on | November 24 – November 28 |
| Classes end | December 9 |
| Reading Day | December 10 |
| Finals Week | December 13 – December 18 |

Spring Session 2005

| | |
|----------------------------|---------------|
| Martin Luther King Jr. Day | January 17 |
| Classes convene | January 18 |
| Presidents' Day | February 21 |
| Spring Break | March 1 – 19 |
| Patriot's Day | April 18 |
| Classes end | April 29 |
| Reading Day | April 30 |
| Finals Week | May 2 – May 7 |
| Commencement | May 22 |

Summer I 2005

| | |
|--|---------|
| Day and evening classes convene | May 17 |
| Memorial Day | May 30 |
| Day classes end (including finals) | June 24 |
| Evening classes end (including finals) | July 1 |

Summer II 2005

| | |
|--|-----------|
| July 4th Holiday | July 4 |
| Day and evening classes convene | July 5 |
| Day classes end (including finals) | August 12 |
| Evening classes end (including finals) | August 19 |

Fall Session 2005

| | |
|--------------------------------------|---------------------------|
| Labor Day | September 5 |
| Evening classes convene | September 6 |
| Day classes convene | September 7 |
| Columbus Day | October 10 |
| Veterans Day | November 11 |
| Thanksgiving Break begins at 1:00 on | November 23 – November 27 |
| Last day of classes | December 8 |
| Reading Day | December 9 |
| Finals Week | December 12 – December 18 |

Spring Session 2006

| | |
|---------------------------------|---------------------|
| Martin Luther King Jr. Day | January 16 |
| Day and evening classes convene | January 17 |
| Presidents' Day | February 20 |
| Spring Break | March 12 – March 19 |
| Patriot's Day | April 17 |
| Last day of classes | April 27 |
| Reading Day | April 28 |
| Finals Week | May 1 – May 6 |
| Commencement | May 21 |

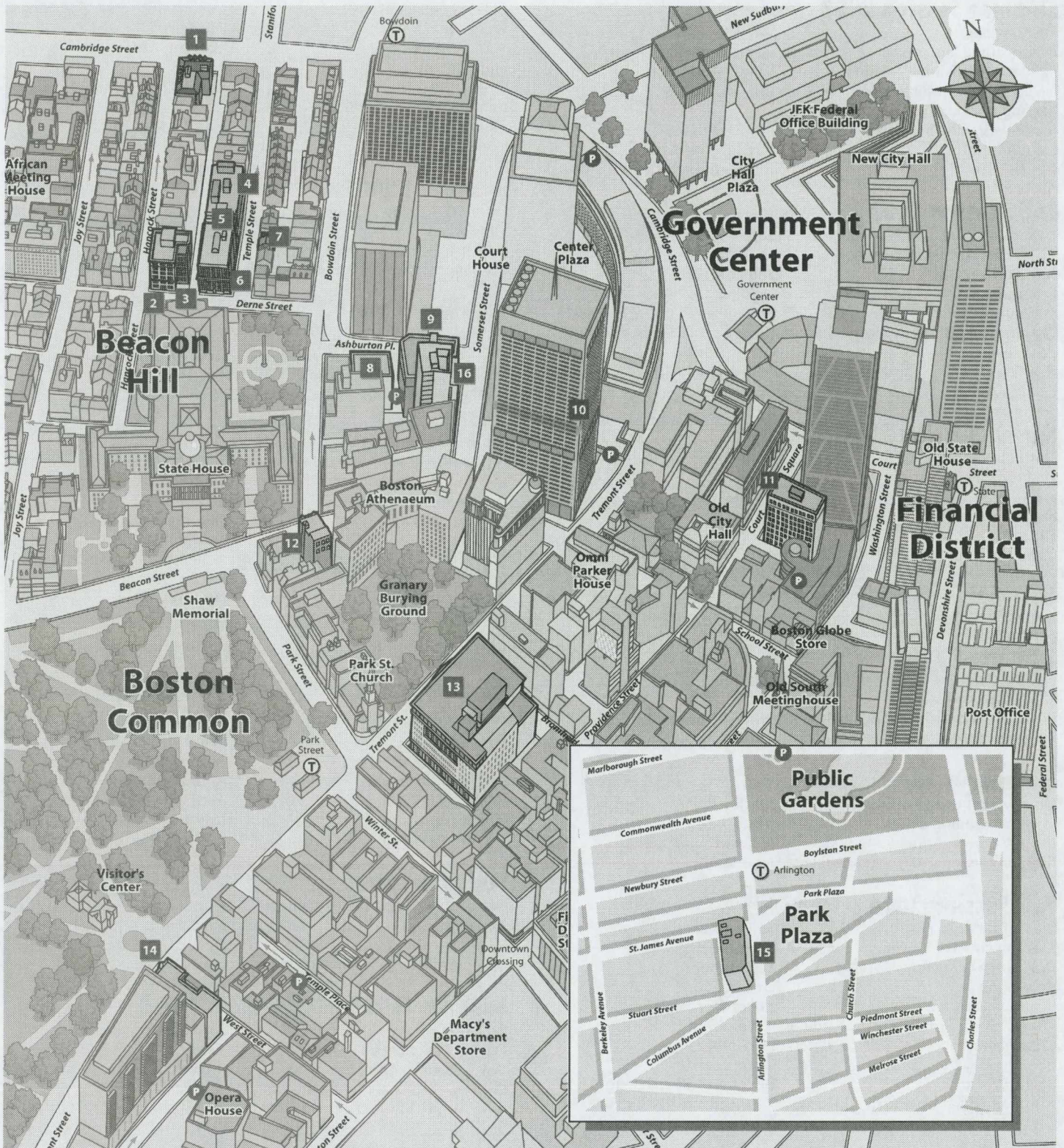
Summer I 2006

| | |
|--|---------|
| Day and evening classes convene | May 16 |
| Memorial Day | May 29 |
| Day classes end (including finals) | June 23 |
| Evening classes end (including finals) | June 30 |

Summer II 2006

| | |
|--|-----------|
| July 4th Holiday | July 4 |
| Day and evening classes convene | July 5 |
| Day classes end (including finals) | August 15 |
| Evening classes end (including finals) | August 22 |

CAMPUS MAP



Map Directory:

1. **Ridgeway Building**
148 Cambridge Street
2. **John E. Fenton Building**
32 Derne Street
3. **John E. Fenton Building Annex**
28 Derne Street
4. **Frank J. Donahue Building**
41 Temple Street
5. **C. Walsh Theatre**
55 Temple Street
6. **Gleason L. & Hiram J. Archer Building**
20 Derne Street
7. **Goldberg Building**
56 Temple Street
8. **20 Ashburton Place**
9. **Frank Sawyer Building**
8 Ashburton Place
10. **One Beacon Street**
11. **Beacon Hill Institute**
15 Court Square
12. **Claffin Building**
20 Beacon Street
13. **David J. Sargent Hall**
Suffolk University Law School
120 Tremont Street
14. **Residence Hall**
150 Tremont Street
15. **New England School of Art & Design**
at Suffolk University
75 Arlington Street

DIRECTIONS TO SUFFOLK UNIVERSITY

Persons traveling to Suffolk University from outside Boston should use the following directions:

By Car – From the North – Expressway (I-93) south to Haymarket Square exit.

From the South – Southeast Expressway (I-93) to North Station exit.

From the West – Massachusetts Turnpike (I-90) to Expressway (I-93) north to North Station exit.

From Logan Airport – Exit airport terminal following signs to Boston/Sumner Tunnel; through tunnel then follow signs to Government Center.

For Directions – For directions to the appropriate office on the Suffolk University campus, please call the Office of Undergraduate Admission at 573-8460.

Reduced Rate Parking – Reduced rate parking is available at several area garages; please check with the Office of Undergraduate Admission.

Logan Airport – Direct service to Logan International Airport is available from all major U.S. cities and many international destinations.

The Massachusetts Bay Transit Authority – is better known by its nickname, the “T.” In greater metropolitan Boston, the subway and trolley lines, major local bus routes, and commuter rail lines are all operated by the “T.” The closest stops to Suffolk University are listed below.

On the Blue Line –
from Wonderland – Government Center

On the Green Line –
from Lechmere – Haymarket
from Riverside – Park Street
from Boston College – Park Street
from Cleveland Circle – Park Street

On the Orange Line –
from Oak Grove – State Street
from Forest Hills – State Street

On the Red Line –
from Alewife – Charles or Park Street
from Braintree – Park Street
from Ashmont – Park Street

The closest stop on the commuter rail is either North or South Station, depending on the town from which you come.

INDEX

- Absence for Religious Beliefs 53
 Academic Achievement (SSOM) 368, 369
 Academic Calendar 2003-2004 505
 Academic Calendar at a Glance 2003-2006 509
 Academic Dishonesty (Graduate Programs, CAS) 296
 Academic Disputes 32
 Academic Honors 34
 Academic Honors (Graduate Programs, SSOM) 369, 409
 Academic Honors (SSOM) 371
 Academic Program (Madrid campus) 40
 Academic Progress (SSOM) 368
 Academic Standing 35
 Academic Standing (Graduate Programs, CAS) 296
 Academic Standing (SSOM) 377
 Academic Standing Committee 35
 Accelerated MBA for ASQ Members 413
 Accelerated MBA for Attorneys 412, 463
 Accelerated MBA for CPAs 413
 Accelerated MBA Programs for Music Management Majors 413
 Acceptance Notification 18
 Accountability 33
 Accounting Course Descriptions 393
 Accounting Course Descriptions (Graduate Program) 439
 Accounting Major 382
 Accreditation (Dakar campus) 43
 Accreditation (Graduate Psychology Program) 356
 Accreditation (Madrid campus) 39
 Accreditation (SSOM) 366
 Accreditation (University) 6
 Adding Courses 29
 Administration 479
 Administration & Leadership Programs 324
 Admissions (Dakar campus) 45
 Admissions (Graduate Programs, CAS) 294
 Admissions (Graduate Programs, SSOM) 406
 Admissions (Madrid campus) 39
 Admissions (NESAD/SU) 289
 Admissions (Undergraduate) 17, 19
 Adult and Evening Studies 57
 Advanced Certificate in Taxation (ACT) 436
 Advanced Placement 18
 Advanced Professional Certificate in Business Administration (APC) 420
 Advanced Program in Entrepreneurship 420
 Advising (CAS) 60
 Advising (SSOM) 368, 373
 African American Literature Collection 49
 African Studies (Dakar campus) 44, 45
 Agnes Discoll Scholarship 23
 AHANA 57
 Alpha Kappa Delta 246
 Alpha Phi Sigma 246
 Alpha Sigma Lambda 34
 Alumni Association 58
 Alumni Discount 23
 Ambassador Program 26
 American Politics and Policy (Government Department) 161
 American Studies 85
 American Studies Courses 86
 Americans with Disabilities Act 53
 APC 420
 Appeals (to financial aid) 27
 Application Deadlines (Dakar campus) 45
 Archer Fellows Program 64
 Archer Fellows Scholarship 23
 Argentina 47
 Art for Non-Majors 87
 Art for Non-Majors Courses 87
 Art History 88
 Art History Courses 88
 Assessment (CAS) 63
 Associate Degree in Paralegal Studies 127
 Associate Degree in Sociology 246
 Associate in Arts Degree Requirements 81
 Associate in Science Degree Requirements 81
 Athletics 7
 Attendance 32
 Attendance (financial aid) 27
 Attendance (SSOM) 368
 Bachelor Degree Requirements for students with 30+ transfer credits 74
 Bachelor of Arts Degree Requirements 72

- Bachelor of Arts/Juris Doctor 61
Bachelor of Fine Arts (NESAD/SU) 266
Bachelor of Fine Arts Degree Requirements 76
Bachelor of Science Business Administration (BSBA) Degree Requirements 378
Bachelor of Science Degree Requirements 70
Bachelor of Science in Business Administration (Dakar campus) 43
Bachelor of Science in Business Administration/Juris Doctor 471
Bachelor of Science in General Studies Degree Requirements 78
Bachelor of Science/Juris Doctor 61
Bachelor of Science/Master of Science in Computer Science 114
Baker & Gordon, P.C., Scholarship 23
Ballotti Learning Center 25, 50
Ballotti Scholars Program 25
Beacon Hill Institute for Public Policy Research 10
Beta Alpha Psi National Honorary Society (SSOM) 370
Beta Beta Beta Biological Honor Society 90
Beta Gamma Sigma 372, 409
BFA Foundation Requirements 268
Biochemistry/Forensic Science Concentration 102
Biochemistry Program 102
Biology 90
Biology Courses 93
Biology/Education Program 91
Biology/Marine Science Program 92
Biotechnology Program 92
Bisexual Student Services 58
Black Studies 98
Black Studies Courses 98
Board of Trustees 479
Books 27
Bookstore 58
Bookstore Scholarship 23
Boston Music Theatre Project 220, 256
Boston Newspapermen's Benevolent Association Scholarship 25
Boston Public Schools Scholarship 23
British American College 47
BSBA Degree Requirements 378
BSBA/MS in Accounting 382, 476
BSBA/MS in Taxation 382, 476
B-School Beanpot Case Analysis Competition 371
Buckley Amendment 53
Business Law 384
Business Law Course Descriptions 394
Business Law Course Descriptions (Graduate Program) 441
C. Walsh Theatre 11, 220, 256
Calendar 2003-2004 505
Calendar at a Glance 2003-2006 509
Campus 9
Campus Ministry 55
CAPS 17, 295
Career Services 55
CAS International Study Programs 38
Center for Management Development 11
Certificate in Legal Nurse Consulting 128
Certificate in Paralegal Studies 127
Certificate in United States Studies for International Students 48
Certificate of Advanced Graduate Studies in Professional Politics 349
Certificate of Advanced Study in Public Administration (CASPA) 430
Certificate of Computer Science Studies 307
Certificate Program for Advanced Study in Finance 439
Certificate Program in Accounting 383
Certificate Programs (NESAD/SU) 266
Certified Financial Planner Track 385
Change of Address 29
Change of Major (SSOM) 374
Changing Courses 29
Charles University, Prague, Czech Republic 46
Cheating 33
Chemistry 99
Chemistry/Computer Science 100
Chemistry Courses 103
Chemistry/Education Program 101
Chemistry/General Business Minor 101
China 46
Chongqing University, P.R.C., China 46
Citizen's Bank Good Citizen Scholarship 23
Class Hours 29
CLEP 18
CLEP (SSOM) 376

Clinical Psychology Course Descriptions 358
 Clinical Psychology Ph.D. Program 356
 College Level Examination Placement Policy (SSOM) 376
 College Level Examination Placement Tests 18
 College of Arts and Sciences 60
 College of Arts and Sciences Committees 494
 College of Arts and Sciences Faculty 484
 Commencement Participation 37
 Committees (CAS) 494
 Communication and Journalism 107
 Communication and Journalism Courses 109
 Community Service Scholarship 23
 Competitions (SSOM) 369, 371
 Computer Labs (NESAD/SU) 265
 Computer Science 114
 Computer Science Courses 115
 Computer Science Foundational Course Descriptions 307
 Computer Science/Math Support Center 51
 Confidentiality (financial aid) 26
 Confidentiality of student records 53
 Connell Scholarship 23
 Contact Information 3
 Continuing and Professional Studies Programs (CAPS) 17, 295
 Continuing Education Division (NESAD/SU) 267
 Co-op and Financial Aid 27
 Cooperative Education 55
 Costs (Graduate Programs, CAS) 295
 Counseling Center 56
 Counseling Programs 325
 Counselors (Financial Aid) 27
 Course Numbering System 28
 Course Numbering System (Graduate Programs, CAS) 296
 Course Numbering System (Graduate Programs, SSOM) 408
 Courses at Other Institutions 29
 Courses at Other Institutions (SSOM) 376
 Creative Writing (English Department) 142
 Criminology and Law Program (Sociology) 245
 Cultural Diversity Course List 83
 Cultural Diversity Group A Courses 83
 Cultural Diversity Group B Courses 84
 Curriculum Materials Center 121
 Czech Republic 46

Dakar, Senegal Campus 43

Deadlines (Dakar campus) 45
 Deadlines (financial aid) 26
 Deadlines (Graduate Admissions, CAS) 295
 Deadlines (Graduate Admissions, SSOM) 407
 Dean of Students Office 53
 Dean's High Honor List (CAS) 64
 Dean's High Honor List Part-Time Students (CAS) 64
 Dean's Honor List (CAS) 64
 Dean's Honor List Part-Time Students (CAS) 64
 Dean's Honors List (SSOM) 371
 Dean's Office (SSOM) 373
 Dean's Scholarship 23
 Declaring a Major (CAS) 69
 Declaring a Major (SSOM) 374
 Decorative Arts Certificate Program 288, 290
 Decorum 33
 Degree Application 37
 Degree Programs (CAS) 66, 70
 Degree Programs (SSOM) 378
 Degree Requirements 33
 Degree Requirements (CAS) 67
 Degree Requirements (substituting) 29
 Degree Requirements (waiving) 29
 Degrees 6, 66
 Delta Alpha Pi Society 34
 Derek Coward Book Award Fund 23
 Diploma Programs (NESAD/SU) 266
 Direct Transfer of Credit (SSOM) 375
 Directed Study 28
 Directions 511
 Disabilities, Students with 54
 Disclaimer 3
 Dismissal (academic) 35
 Diversity Policy Statement 10
 Double Majors (CAS) 68
 Double Majors (SSOM) 378
 Dropping Courses 29

 E. William Dandes Scholarship 23
 E.F. McDonnell International Business Institute 367
 Ecole Nationale Supérieure de Physique de Marseille,
 Marseille, France 47

- Economics 117
Economics Courses 117
Economics Graduate Course Descriptions 319
Economics Graduate Programs 314
Education and Human Services 120
Education and Human Services Courses 129
Education and Human Services Graduate Course Descriptions 338
Education and Human Services Graduate Programs 323
Education/Biology Program 91
Education/Chemistry Program 101
Education/English Program 142
Education/Foreign Language Program 208
Education/Human Services Graduate Part-Time Scholarship 24
Education/Mathematics Program 194
Education/Physics Program 228
Education/Theatre Program 255
Education/Visual Arts Program 266
Electrical and Computer Engineering 134
Electrical and Computer Engineering Courses 136
Electronic Graphic Design Certificate Program 281, 291
ELI Program 18, 43, 52, 151
ELI Program Courses 152
Eligibility for Degree 37
Ella M. Murphy Memorial Scholarship 24
EMBA 422
Employment 25
Enforced Withdrawal 33
Engineering 134
Engineering Courses 136
Engineering Science Interdisciplinary Courses 140
England 47, 48
English as a Second Language (ESL) Program 52, 57, 149
English Courses 143
English Department 141
English/Education Program 142
English Language for Internationals Program (ELI) 18, 43, 52, 151
Entrepreneurship Advanced Program 420
Entrepreneurship Course Descriptions (Graduate Program) 441
Entrepreneurship Major 384
Environmental Engineering 154
Environmental Engineering Courses 155
Environmental Programs 157
Environmental Programs Courses 158
Environmental Science Major 157
ESL Program 52, 57, 149
ESL Program Courses 150
Ethelanne Trent and Charles Silver Scholarship 25
European Business School, London, England 47
Evaluation of Student's Performance 63
Evaluation (mid-semester, CAS) 63
Evening Studies 57
Excess Course Fees 13
Excess Courses 28
Executive MBA (EMBA) Program 422
Expulsion 33
External Awards 27

Faculty 479
Faculty Breakdown 7
Faculty Scholarship for MBA International Students 24
Family Discount Plan 24
Federal College Work Study Program 25
Federal Grants 22
Federal Loans 21
Fees (mandatory) 14
Fees (other) 14
Fellowship Program 26
Field Studies Abroad 48
Final Examinations 32
Final Examinations (make-ups) 32
Finance and Managerial Economics Course Descriptions (Graduate Program) 442
Finance Course Descriptions 397
Finance Major 385
Finances 7
Financial Aid 14
Financial Aid (general information) 7, 20
Financial Aid (Graduate Programs, CAS) 295
Financial Aid Hours 26
Financial Aid Office 26
Financial Management Association National Honor Society 372, 409
Fine Arts 270
Fine Arts Course Descriptions 271

- Foreign Language Education Program 208
Foreign Language Placement 208
Forensic Science 160
Forensic Science Courses 160
Foundation Program (NESAD/SU) 268
Foundation Program Courses, 269
France 47
Francis A. & Edith V. Sagan Scholarship 25
Frederick Spaziani Prize 25
French Courses 209
Freshman Admission 17
Fresh-Start Program (CAS) 36
Fulbright Scholarship 48
Full Program Load 28
Full-Time Tuition 13
- Gallery 28 220, 265
Gay Student Services 58
GED 18
Gender Issues Support 55
Geno A. Ballotti Learning Center 25, 50
George C. Seybolt Scholarship 25
Geraldine F. Lavin Scholarship 24
German Courses 210
Gifts and Bequests 12
Gilbert Matching Grant 22
Global MBA 423
Global MBA Core Courses 455
Global MBA Focus Electives 457
Goals (CAS) 60
Goals (NESAD/SU) 264
Goals (University) 9
Government Courses 164
Government Department 161
Grade Reports 31
Grading System 30
Grading System (Graduate Programs, CAS) 295
Grading System (Graduate Programs, SSOM) 408
Graduate Association Scholarship 24
Graduate Course Descriptions (SSOM) 439
Graduate Diploma in Professional Accounting (GDPA) 433
Graduate Management Part-Time Scholarship 24
Graduate Programs (CAS) 294
Graduate Programs (SSOM) 405
Graduate Programs in Accounting and Taxation 431
Graduate Programs in Business Administration 410
Graduate Programs in Economics 314
Graduate Programs in Finance 437
Graduate Programs in Public Management 424
Graduate Student Association 55
Graduate Studies in Spanish (Madrid campus) 41
Graduation 37
Graduation Honors (SSOM) 372
Graduation with Honors 64
Grandfathered Tuition Plan for Meritorious Students 24
Grants 22
Graphic Design 274
Graphic Design Course Descriptions 276
Griffin Fellows Scholarship 23, 24
GSA 55
- Harold Stone Scholarship 25
Harry Zohn Scholarship 25
Health and Human Services Program (Sociology) 246
Health Careers 61
Health Careers Committee 63
Health Insurance 15
Health Services 56
Henry Warren Benevolent Fund 25
Highest Class Honors (CAS) 64
Highest Class Honors (SSOM) 371
History (SSOM) 366
History and Literature Honors Major 142, 176, 185
History Courses 177
History Department 174
History of Suffolk University 8
Honor Points 31
Honor Societies (SSOM) 369, 372
Honors (Academic) 34
Honors (CAS) 64
Honors in Communication and Journalism 108
Honors in Economics 117
Honors in Government 163
Honors in History 176

- Honors in Medical Science 203
Honors in Modern Languages 208
Honors in Paralegal Studies 126
Honors in Philosophy 221
Honors in Physics 228
Honors in Psychology 232
Honors in Sociology 246
Honors Major in History and Literature 142, 176, 185
Housing 19
Housing (Dakar campus) 45
Hub 54
Human Resources, Learning and Performance Programs 329
Humanities 186
Humanities Courses 187

Independent Study 28
Independent Study (SSOM) 376
Index 512
Information (requests from financial aid) 27
Information Systems and Operations Management Course Descriptions (Graduate Program) 444
Information Systems Course Descriptions 395
Information Systems Major 386
Institute Universitaire de Technologie de Marseille, Marseille, France 47
Integrated Studies 191
Interdisciplinary Business Studies Major 388
Interfuture 46
Interior Design 282
Interior Design Course Descriptions 284
Internal Transfer (SSOM) 374
International Affairs (Government Department) 162
International Applicants (Graduate Programs, CAS) 295
International Applicants (Graduate Programs, SSOM) 407
International Business Course Descriptions 398
International Business Course Descriptions (Graduate Program) 445
International Business Major 389
International Economics 192
International Economics/International Business Studies 208
International Seminars (Graduate Programs, SSOM) 409, 422
International Student Admission 17
International Student Services 57
International Study 46
International Study (SSOM) 377
International Study Programs 38
Internships (Graduate Programs, SSOM) 409
Internships (International) 48
Ireland 47
Istanbul University, Istanbul, Turkey 47
Italian Courses 211

J.W.S. Cox Scholarship 23
James and Joan Bristol Scholarship 23
James E. & Rose E. Doherty Journalism Scholarship 23
James Ferris, Sr. Engineering Fund 24
John Griffin Honor Society 369
John M. Corcoran Scholarship 23
John P. Chase Merit-Based Scholarship 23
Joint Degree Program Tuition 14
Joint Degree Programs 462
Joint Degree Programs (SSOM) 414
Joseph M. Kelley Scholarship 24
Journalism 107
Juris Doctor/Bachelor of Science in Business Administration 471
Juris Doctor/Master of Business Administration 462
Juris Doctor/Master of Public Administration 464
Juris Doctor/Master of Science in Criminal Justice 468
Juris Doctor/Master of Science in Finance 466
Juris Doctor/Master of Science in International Economics 470

Language of Instruction (Madrid campus) 40
Late Registration 29
Latin American Studies 193
Latin American Studies (Madrid) 40
Law School 61
Leave of Absence 36
Lesbian Student Services 58
Libraries 6, 49
Library (NESAD/SU) 265
Life Studies Major 90
Lincoln University Argentina, Buenos Aires, Argentina 47
Loans 16, 21, 48
Location 6
Location (Dakar campus) 43
Location (Madrid campus) 39
Lynch Foundation Scholarship Program 24

Madrid, Spain Campus 39

Major Fields of Study (SSOM) 378
 Major Programs (CAS) 66
 Make-Ups for Final Examinations 32
 Management Advancement Professional Studies (MAPS) 410
 Management and Entrepreneurship Course Descriptions 399
 Management Major 390
 Map 510
 MAPS 410
 Maria Stewart Scholarship 25
 Marketing Course Descriptions 401
 Marketing Courses (Graduate) 448
 Marketing Major 391
 Marshall Scholarship 48
 Mary Hefron Scholarship 24
 Massachusetts Society of Certified Public Accountant's Educational Foundation Scholarship 24
 MassGrant 22
 Master of Arts in Communication 297
 Master of Arts in Communication Course Descriptions 299
 Master of Arts in Interior Design 301
 Master of Arts in Interior Design Course Descriptions 304
 Master of Business Administration 410
 Master of Business Administration/Juris Doctor 462
 Master of Education in Administration of Higher Education 324
 Master of Education in Foundations of Education 324
 Master of Education in School Counseling 325
 Master of Health Administration (MHA) 429
 Master of Public Administration (MPA) 424
 Master of Public Administration/Juris Doctor 464
 Master of Public Administration/Master of Science in Criminal Justice 472
 Master of Public Administration/Master of Science in Mental Health Counseling 473
 Master of Public Administration/Master of Science in Political Science 348, 474
 Master of Science in Accounting (MSA) 431
 Master of Science in Adult and Organizational Learning 331
 Master of Science in Computer Science 306
 Master of Science in Computer Science Course Descriptions 308
 Master of Science in Criminal Justice 310
 Master of Science in Criminal Justice Course Descriptions 311
 Master of Science in Criminal Justice/Juris Doctor 468

Master of Science in Criminal Justice/Master of Public Administration 472
 Master of Science in Criminal Justice/Master of Science in Mental Health Counseling 475
 Master of Science in Economic Policy 315
 Master of Science in Finance (MSF) 437
 Master of Science in Finance/Juris Doctor 466
 Master of Science in Financial Services and Banking (MSFSB) 438
 Master of Science in Human Resources 332
 Master of Science in International Economics 316
 Master of Science in International Economics/Juris Doctor 470
 Master of Science in Mental Health Counseling 327
 Master of Science in Mental Health Counseling/Master of Public Administration 473
 Master of Science in Mental Health Counseling/Master of Science in Criminal Justice 475
 Master of Science in Middle School Teaching 335
 Master of Science in Political Science 346
 Master of Science in Political Science Course Descriptions 350
 Master of Science in Political Science/Master of Public Administration 474
 Master of Science in Secondary School Teaching 336
 Master of Science in Taxation (MST) 434
 Math Assessment and Placement Policy (SSOM) 376
 Math/CS Support Center 51
 Math Help Sessions 51
 Mathematics Courses 196
 Mathematics Department 194
 Mathematics/Education Program 194
 Mathematics Placement Exam 51
 Mathshop 51, 195
 MBA 410
 MBA Core Courses 447
 MBA/Corporate Financial Executive Track 419
 MBA/Entrepreneurship Degree 418
 MBA for Pharmacists 408
 MBA/GDPA Combined Program 417
 MBA/Health Administration Degree 419
 MBA/MSA Joint Degree Program 414
 MBA/MSF Joint Degree Program 416
 MBA/MST Joint Degree Program 415
 MBA/Non-Profit 420
 MBA Online 421

- Media Services 50
- Medical Science Courses 204
- Medical Sciences 200, 229
- Medical Technology Program 92
- Memberships and Affiliations 6
- Middle School Teaching Program 122, 176, 328
- Military Science Program 206
- Minor Fields of Study (SSOM) 378
- Minor in Accounting 383
- Minor in American Studies 85
- Minor in Art 87
- Minor in Art History 88, 187
- Minor in Biology 90
- Minor in Black Studies 98
- Minor in Chemistry/General Business 101
- Minor in Communication and Journalism 107
- Minor in Computer Science 115
- Minor in Creative Writing 142
- Minor in Economics 117
- Minor in Electronic Commerce 387
- Minor in English 142
- Minor in Entrepreneurship 385
- Minor in Finance 386
- Minor in French 207
- Minor in General Business Studies (CAS) 68, 404
- Minor in General Humanities 187
- Minor in German 207
- Minor in German Studies 208
- Minor in Government 164
- Minor in History 176
- Minor in Information Systems 387
- Minor in International Business 389
- Minor in Latin American Studies 193, 208
- Minor in Management 390
- Minor in Marketing 391
- Minor in Mathematics 195
- Minor in Medical Biophysics 201
- Minor in Middle School Teaching 123
- Minor in Music History 187, 214
- Minor in Paralegal Studies 129
- Minor in Performing and Visual Arts 216
- Minor in Philosophy 221
- Minor in Physics 228
- Minor in Psychology 233
- Minor in Public Administration 392
- Minor in Radiation Biology 201
- Minor in Religious Studies 242
- Minor in Secondary School Teaching 123
- Minor in Sociology 246
- Minor in Spanish 207
- Minor in Theatre 256
- Minor in Women's Studies 260
- Minor Programs (CAS) 68
- Minority Student Support (AHANA) 57
- Mio Davis Marketing Scholarship 23
- Mission Statement (CAS) 10
- Mission Statement (Dakar campus) 43
- Mission Statement (Law School) 10
- Mission Statement (Madrid campus) 39
- Mission Statement (NESAD/SU) 264
- Mission Statement (SSOM) 10, 366
- Mission Statement (University) 9
- Modern Languages 207
- MPA/Community Leadership and Public Engagement 428
- MPA/Disability Studies 427
- MPA/Health Administration 426
- MPA/Non-Profit Management 427
- MPA/State and Local Government 427
- MSC Scholarship 24
- MTEL 120
- Music 214
- Music Courses 214
- National Association of Black Accountants (NABA) 370
- National Association of Black Accountants Case Analysis Competition 371
- National Association of Black Accountants (NABA) Scholarship 25
- Nelson G. and Mary G. Burke Scholarship 23
- New England School of Art and Design at Suffolk University 264, 87**
- Newire Scholarship 25
- Non-Degree Graduate Student Status (SSOM) 407

-
- Office of the Bursar/Student Accounts Hours 16
 - Omicron Delta Epsilon (honor society in economics) 117
 - Online MBA 421
 - Organizational Behavior Courses (Graduate) 449
 - Orientation/Scheduling Assistantship Program 26
 - Original Work (NESAD/SU) 289
 - Outside Courses 29
 - Outstanding Leadership Award (SSOM) 371
 - Overdue Accounts 16

 - P. Leo and Helen Corcoran Scholarship 23
 - Paralegal Studies 125
 - Part-Time Admission 17
 - Part-Time Tuition 13
 - Pass/Fail Option (Graduate Programs, CAS) 296
 - Payment Methods 16
 - Payment Terms (Fall 2003) 15
 - Payment Terms (Spring 2004) 15
 - Pell Grant 22
 - Performance Evaluation 30, 63
 - Performance Portfolio 121
 - Performing and Visual Arts 216
 - Perkins Loan Program 22
 - Ph.D. in Economics 317
 - Ph.D. Program in Clinical Psychology 356
 - Phi Alpha Theta History Honor Society 176
 - Phi Sigma Tau 221
 - Philosophy 221
 - Philosophy Courses 222
 - Philosophy Honor Society 221
 - Physical Education 226
 - Physical Education Courses 226
 - Physics 227
 - Physics Courses 229
 - Physics/Education Program 228
 - Pi Alpha Alpha 409, 425
 - Pi Sigma Alpha 163
 - Plagiarism 33
 - Plagiarism (Graduate Programs, CAS) 296
 - PLUS Loan, Federal 21
 - Political Science (Government Department) 161
 - Political Science Graduate Course Descriptions 350

 - Political Science Honor Society 163
 - Politics, Law, and the Courts (Government Department) 162
 - Portfolios (Freshmen) 289
 - Portfolios (Transfer Students) 289
 - Portuguese (Madrid) 40
 - Portuguese Courses 42
 - Post Master's Program in Leadership 325
 - Post Master's Program in Mental Health Counseling 328
 - Post Master's Program in Organizational Development 330
 - Post Master's Program in School Counseling 327
 - Post Master's Program in Secondary School Teaching 337
 - Practicum: Student Teaching 121
 - Pre-Dental 61
 - Pre-Law (CAS) 61
 - Pre-Law Advising (SSOM) 374
 - Pre-Medical 62
 - Pre-Optometry 62
 - Presidential Management Internship 425
 - President's Incentive Loan/Grant 22
 - Pre-Veterinary 62
 - Probation (academic) 35
 - Professional Marketing Association 372
 - Programming Help 51
 - Programs of Study (Dakar campus) 43
 - Programs of Study (NESAD/SU) 266
 - Programs of Study (SSOM) 374
 - Project S.A.F.A.R.I. Loans 48
 - Psi Chi National Psychology Honor Society 232
 - Psychological Services 231
 - Psychological Services Courses 231
 - Psychology Courses 235
 - Psychology Department 232
 - Psychology Graduate Course Descriptions 358
 - Psychology Graduate Programs 356
 - Public Administration Course Descriptions 403
 - Public Administration Major 392
 - Public Management Courses (Graduate) 451
 - Pvt. Sheldon R. Cohen Scholarship 23

 - Quantitative Methods Courses (Graduate) 450

Reading Assessment 28
Re-Admission to Suffolk University 18, 36
Re-Admission to Suffolk University (Graduate Programs, CAS) 296
Re-Admission to Suffolk University (Graduate Programs, SSOM) 408
Recognition Celebration (Graduate students) 34
Recognition Day 34
Refund Policy 15, 16
Regent's College, London, England 47
Registration 29
Registration (Madrid campus) 40
Registration and Financial Aid 26, 27
Religious Life 55
Religious Studies 242
Religious Studies Courses 242
Repeating a Course 31
Residence Life 53
Residency Requirement (Graduate Programs, CAS) 296
Revoking Financial Aid 27
Rhodes Scholarship 48
Richard A. Voke Scholarship 25
Right to Information 53
Road Less Traveled Scholarships 25
Robert S. Friedman Field Station 91
ROTC 206

Satisfactory Progress Policy (Financial Aid) 20
Sawyer Ambassadors 370
Sawyer Incubator 367
Sawyer School Achievement Advisors Program 368
Sawyer School Advantage 367
Sawyer School Clubs and Organizations 373
Sawyer School Dean's Office 373
Sawyer School Faculty Hours 373
Sawyer School Graduate Programs 405
Sawyer School Honors Program 369
Sawyer School Institutes 367

Sawyer School of Management 366

Sawyer School of Management Advisory Councils 501
Sawyer School of Management Faculty 496
Sawyer School Special Graduate Programs 409
Sawyer School Undergraduate Course Descriptions 393

Schedule Cancellation 16
Schedule Changes 29
Scholarships 22, 48
Scholarships (University) 23
Science Courses 243
Second Baccalaureate Degree (CAS) 69
Second Language Services 51, 149
Secondary School Teaching Program 335, 163
Security (Madrid campus) 39
Senegal, Dakar Campus 43
Senegal Summer Study 45
Senior Citizen Admission 17
SGA 54
Sigma Pi Sigma 229
Sigma Tau Delta International Honor Society 142
Six-Year Graduation Rates for New Freshmen 19
Slides (NESAD/SU) 289
Smoking 33
Sociology 245
Sociology Courses 247
S.O.U.L.S. Community Service Center 54
Spain, Madrid Campus 39
Spanish Courses 212
Spanish Courses (at the Madrid campus) 41
Spanish, Portuguese, and Latin American Studies (Madrid campus) 40
Spanish Studies (Madrid campus) 41
SSOM International Study Programs 38
Staff (NESAD/SU) 292
Stafford Loan Program 21
Stanley M. Vogel Scholarship 25
State Funds (returned) 27
State Grants 22
Statistics Program Courses 253
Stephen P. Novak Educational Trust Fund 25
Stillwell School of International Study 46
Strategic Management Courses (Graduate) 451
Student Activities (Graduate Programs, SSOM) 409
Student Activities Office 54
Student Classification (academic standing) 35
Student Employment Program 26
Student Government Association 54
Student Resources 53

- Student Teaching 120
Student Theatre 220, 256
Studio Theatre 220
Study Abroad 46
Study Abroad (Madrid campus) 40
Subsidized Loans 21
Substituting Degree Requirements 29
Suffolk Economic Association 117
Suffolk University Low Interest Loan Program 22
Summer Forensic Science Institute 160
Supplemental Education Opportunity Grant 22
Suspension 33
- Table of Contents 5
Taxation Courses (Graduate) 459
Teacher Preparation Program 120, 333
Teacher's Test (MTEL) 120
Technological Resources (Dakar campus) 45
Technology Services 49
Theatre Courses 257
Theatre Department 254
Theatre/Education Program 255
Thomas A. Fulham Merit-Based Scholarship 24
Thomas J. and Margaret A. Geraghty Scholarship 24
Title IV Funds (returned) 27
Transcript of Record 28
Transcripts (grade reports) 31
Transfer Admission 17
Transfer Credit (Graduate Programs, CAS) 296
Transferring Credit from Other Institutions 29
Transferring from CAS to SSOM 374
Transgender Student Services 58
Trustee Emeriti 479
Trustee's Scholarship 25
Tuition 13
Tuition (Graduate Programs, CAS) 295
Tuition (Summer 2004) 16
Tuition Insurance Plan 15
Tuition Liability 14
Tuition Reimbursement (by employer) 26
Turkey 47
- Undergraduate Course Descriptions (SSOM) 393
Undergraduate Programs (CAS) 60
Undergraduate Programs (SSOM) 368
University Achievement Program (SSOM) 368
University College Cork, Ireland 47
University Media Services 50
University of the West Indies 348
University Profile 6
Unsubsidized Loans 21
- Validation Credit (SSOM) 375
Vendome Firefighter's Scholarship 25
Veteran's Services 57
Visual Arts/Education Program 266
Voluntary Withdrawal 33
- Waiving Degree Requirements 29
Walter M. Burse Forensic Society 108
West Indies 348
Who's Who in American Colleges and Universities 34
Withdrawal 33
Women in Politics (Government Department) 162
Women's Studies 260
Women's Studies Courses 261
Work Study Program 25
Writing Assessment 28, 52
Writing Center 52

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