Academic Calendar 2017-2018

FALL 2017 ACADEMIC CALENDAR

Classes Begin.....Monday, August 28
Labor Day Holiday .....Monday, September 4
Fall Break…….…….....Monday & Tuesday October 9 & October 10
Veterans Day Holiday……..... ……..…….....Friday, November 10
Thanksgiving Recess .....Wednesday-Saturday, November 22 – November 25
Final Exams .....Monday-Saturday, December 11 – December 16
Classes End .....Saturday, December 16
Make-up Days.....Monday & Tuesday, December 18 & 19

SPRING 2018 ACADEMIC CALENDAR

Classes Begin.....Monday, January 22
President's Day .....Monday, February 19
Spring Recess..... Monday-Saturday, March 12-March 17
Final Exams .....Monday-Saturday, May 7- May 12
Classes End .....Saturday, May 12
Commencement .....Saturday, May 12
Make-up Days.....Monday & Tuesday, May 14 & 15

ABOUT THE UNIVERSITY OF MAINE AT AUGUSTA

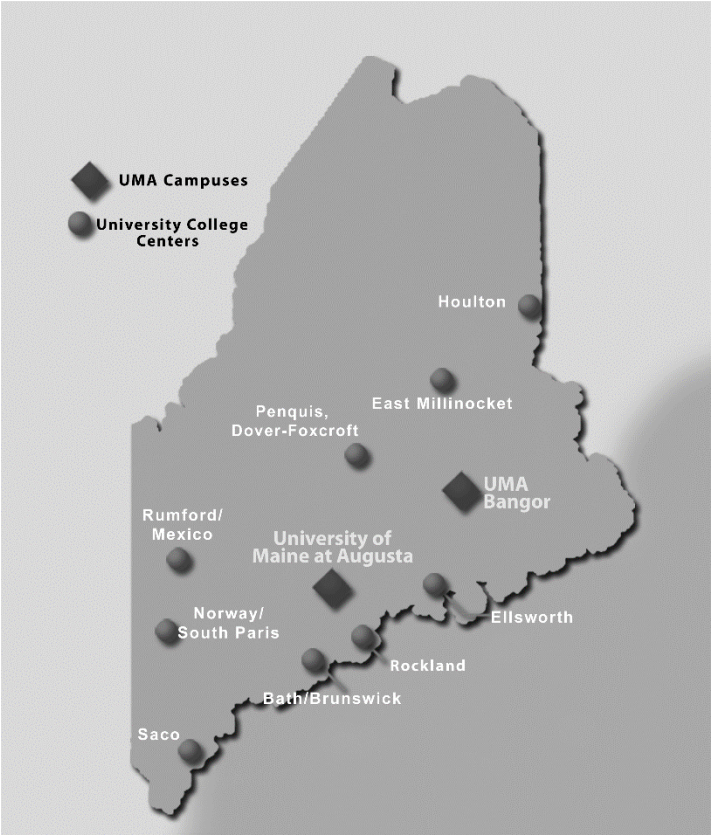
Serving over 4,500 students, UMA is the third largest university in the University of Maine System. In addition to our main campus in Augusta, we also serve students at our campus in Bangor and at eight University College centers and 32 ITV receive sites in virtually every corner of the state and online everywhere.

With our multiple locations, as well as our long-time expertise in distance learning, UMA is generally considered the University of Choice for place-bound Mainers who want to attend college without uprooting their lives. Attracting a unique mix of recent high school graduates and adults returning to the classroom, all are enriched by the interaction between young and older students.

UMA is especially noted for its experience and success working with adult students, many who enter college after many years away from a classroom. UMA faculty and staff understand the special challenges of these adult students, who often juggle family and work responsibilities while attending college.

The majority of our graduates (about 600 annually) leave UMA with a baccalaureate degree in a professional field of study that meets a specific state or regional economic need. UMA graduates overwhelmingly stay in Maine, where many go on to become leaders in their profession and their community.

Our Campuses and University College Centers



Our Augusta Campus

Most UMA students attend classes on our beautiful Augusta campus. At the heart of the campus is a large central green, ringed by the Katz Library, the eye-catching Human Rights and Holocaust Center, the Richard J. Randall Student Center, and Jewett Hall, home of the Danforth Art Gallery and a concert and performance auditorium.

Our newest building is our striking Randall Student Center. The hub for all student activities, the Student Center is where you'll also find our café, bookstore, a state-of-the-art computer lab, a Veteran's Lounge, and a great lounge for studying or just hanging out with friends. You will also find the offices of Financial Aid, the Dean of Students, the Registrar, Admissions, Military & Veteran's Services, Student Life, the Student Government Association and Enrollment &

Information Support & Information Services. All campus building and the central campus green have Wi-Fi available for students.

Just up the road is the Farmhouse where more administrative offices and the Office of Institutional Research are located. Nearby are some beautiful nature trails, our playing fields, and the Augusta Civic Center, where the basketball teams compete, nursing program courses are taught, and the fitness center is located.

The Handley Hall, on Water Street in downtown Augusta, is home to UMA's Architecture and Art Programs. With a street level gallery and three floors designed for classrooms and dedicated studio space, UMA students have access to state-of-the-art facilities. The UMA supported New Ventures Maine is also located in Handley Hall.

Our Bangor Campus

Consisting of approximately 160 acres, the UMA Bangor campus has a distinctly spacious feel. Campus buildings are easily accessible, with administrative offices and student services conveniently centralized in Lewiston Hall. The newest addition is the renovation of the Campus Center as the new Dental Health Education Center for the Dental Hygiene and Dental Assisting students and faculty. The physical environment is both easy to negotiate and conducive to casual interaction and includes a beautiful new library space, modern labs, student lounges, and its own fitness center.

UMA Bangor features small classes, close student-faculty relations and individualized advice and attention. Newcomers immediately feel welcome and adjust easily to the informal and friendly atmosphere.

University College

University College is an administrative unit of the University of Maine at Augusta. As the University of Maine System's distance education organization, University College offers access to www.learn.maine.edu/courses-programs/ from the seven universities at eight Outreach Centers and dozens of learning sites across Maine. With locations from York to Aroostook counties, University College makes a university education accessible to almost anyone, no matter where they live.

The Director and Student Services coordinator at each center serve as a single point of contact for students who need assistance with admission and financial aid, placement testing, course registration, computer conferencing, and more. Center staff provide individual attention focused on supporting student success. Courses offered at the Centers are taught by university faculty on-site, online, via interactive television and videoconference, or by a combination of two or more of these delivery options.

University College professionals offer instructional design and course development to faculty teaching online or through interactive television, or who simply want to incorporate Web resources into their traditional courses. University College also provides library services to off-campus students and marketing support to UMS campuses.

University College Outreach Centers are located in Bath/Brunswick, East Millinocket, Ellsworth, Houlton, Norway/South Paris, Rockland, Rumford/Mexico, and Saco.

Our Roots

The 102nd Maine Legislature in 1965 established the University of Maine at Augusta as a community-based institution offering associate degrees under the auspices of the University of Maine (Orono). In 1971, soon after moving to its present location in Augusta, UMA became an autonomous institution, the seventh campus of the University of Maine System.

In 1975, UMA offered its first baccalaureate degree program and began building an integrated faculty community, with appropriate terminal degrees, to teach both baccalaureate and associate degree courses. During this time, UMA also developed a distinctive set of programs, services, and schedules tailored to meet the unique needs and strengths of its primarily non-traditional student body.

In 1986, UMA developed a statewide interactive television system (ITV) as well as a network of over 100 off-campus centers and regional sites, and coordinated the delivery of university programs, courses, and services at these centers and sites. In 1994 this system, now called University College, became an independent administrative entity of the University of Maine System. In 2008, University College returned under the auspices and management of UMA.

In 1995, the University of Maine System Board of Trustees added the Bangor campus to UMA. Founded in 1970 as the South Campus of the University of Maine (Orono), UMA Bangor underwent several name and mission changes before its affiliation as the UMA Bangor campus. At the same time the Board reaffirmed UMA's role as a provider of baccalaureate programs in the Central Maine and Mid-Coast region.

Redirection of UMA's educational mission has progressed during the past decade. Prior to 1998 UMA offered only 3 baccalaureate programs; it currently has a total of 18 baccalaureate degrees. The majority of UMA students today graduate with a baccalaureate degree.

Our Mission

UMA transforms the lives of students of every age and background across the State of Maine and beyond through access to high-quality distance and on-site education, excellent student support and civic engagement, and innovative professional and liberal arts programs.

Accreditation

The University of Maine at Augusta is accredited by the New England Association of Schools and Colleges, Inc. through its Commission on Institutions of Higher Education. UMA's most recent accreditation action occurred in April 2015.

Accreditation of an institution of higher education by the New England Association indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer review process. An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the New England Association is not partial, but applies to the institution as a whole. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding the accreditation status by the New England Association should be directed to the administrative staff of the institution. Individuals may also contact:

Commission on Institutions of Higher Education
New England Association of Schools and Colleges
3 Burlington Woods Drive, Suite 100
Burlington, MA 01803
(855) 886-3272
E-mail: cihe@neasc.org

DIVISION OF STUDENT ENGAGEMENT & ENROLLMENT MANAGEMENT

Admission to the University of Maine at Augusta

Those interested in admission to an Augusta or statewide degree program should contact the Office of Admission on either the Augusta or Bangor Campus. To reach us call 1-877-UMA-1234 for Augusta; call 207-262-7800 for UMA Bangor. Or email us at: umaadm@maine.edu.

Responsible Admission Policy

At the University of Maine at Augusta, our first priority is helping our students to succeed. Success demands that a student begin his or her college work with the proper preparation. To be admitted to UMA in a degree program, an applicant must have a high school diploma or have earned a General Equivalency Diploma (GED/HiSET). Applicants should be able to demonstrate proficiency in reading, writing, and mathematics. Generally, we require students to have been in the upper 75% of their high school graduating class or receive comparable GED/HiSET scores.

For students in the lower 25% of their high school class (or the lower 25th percentile of GED/HiSET test scores), and/or those with low SAT scores, UMA requires pre-admission testing. Many other students without college experience take placement tests during the admissions process before registering for classes. These tests in reading, writing, and mathematics enable new students to understand how to initiate their new course of study.

Many students will find their skills are already adequate for UMA's academic demands, and will begin their studies without developmental courses in their schedules. Some students may need an opportunity to review their skills in reading, writing, and/or mathematics. These students will take the appropriate UMA developmental course or courses. Some students might need more intensive work on their skills. These students will be referred to their local adult education program.

Students needing adult education work on a single skill will be offered admission to the University of Maine at Augusta. Applicants who need two or more adult education classes are not offered admission and will be referred to their local adult education program. The University will encourage these students to retake our placement tests after completing their adult education work.

Some degree programs have additional entrance requirements as specified in the individual degree program listings http://www.uma.edu/academics/programs. Contact the Office of Enrollment Support and Information Services for more information.

Admission Process

A candidate for admission must have earned a high school diploma or have earned a General Equivalency Diploma (GED/HiSET) and should proceed as follows:

Submit application for admission with a $40 application fee to the University of Maine System Shared Processing Center:

Application Processing
University of Maine Center
P.O. Box 412
Bangor, ME 04402-0412

Contact the high school from which you graduated and ask that a copy of your transcript be sent to the Application Processing Center (see address above). GED or HiSET recipients must forward a copy of their certificate and scores.

Contact **all** colleges previously attended and request that official academic transcripts be sent to the Application Processing Center. (For more complete information refer to the section on transfer.) For students who have attended within the University of Maine System, we will obtain those transcripts for you.

When the applicant's file is complete, the applicant will be notified by letter whether they have been admitted to UMA.

Admission Deadlines

All applications for admission should be filed prior to June 15 for the fall semester and October 15 for the spring semester in order to allow time for admissions and financial aid processing. Applications will be accepted after these preferred dates, although processing may not be completed before the beginning of classes due to the late nature of the application submission. Students may begin course work on a non-degree basis. Applicants for Medical Laboratory Technology, Dental Hygiene, Dental Assisting, Veterinary Technology, Architecture, Aviation, and Nursing must apply for admission prior to January 31st for equal consideration with other candidates. Letters of admission issued prior to the completion of the current school year may be modified or rescinded if the high school grade report in June is unsatisfactory. Students admitted have two weeks in which to respond with a $50 non-refundable [https://www.uma.edu/financial/costs/fees/} deposit. This deposit is refundable prior to May 1 https://www.uma.edu/financial/costs/fees/. Application deadlines for international students are May 1 for fall admission and October 15 for spring admission.

Scholastic Aptitude and Achievement Test

The College Board SAT examination is encouraged for recent high school graduates applying for all programs, but is not required. Arrangements to take the SAT can be made by contacting any high school guidance counselor or by visiting the website, www.collegeboard.org for information. Official test reports should be requested from the Educational Testing Services, Princeton, New Jersey 08590, and sent directly to the Application Processing Center. The University's College Board code number is 3929. When registering for the SAT, we strongly urge prospective students to complete the "Student Descriptive Questionnaire" as part of the registration procedure.

Early Decision Plan

We offer an early decision plan under the guidelines established by the College Board. Under this plan, high school seniors who apply to the University as their first choice college before November 1 will be notified by December 1 of the admissions decision with the exception of Nursing, Medical Lab Technology, Dental Hygiene, Aviation, and Architecture. Students accepted for admission under this plan must submit a $50 non-refundable deposit two weeks after acceptance. The acceptance deposit is applied toward tuition.

Early Admission Plan

The University offers an early admission plan for those qualified high school students who have completed most, if not all, of their high school graduation requirements at the end of their junior year. These students, with the approval of their high school, may complete their remaining high school graduation requirements and the freshman year of college simultaneously. Students in this category would be registered as full-time students. High school students who enter UMA prior to graduation from high school will not qualify for federally funded financial aid.

Admission by Transfer from Regionally Accredited Institutions

A student transferring from another college or university should file an application with the admissions office at least three months prior to the semester of registration. The application must include a statement of the names and addresses of all high schools, postsecondary schools, junior colleges, and universities attended. A "C-" grade or higher is required for transfer credit. The transfer student should normally have a minimum of a 2.00 cumulative grade point average in order to be admitted.

Admission of International Students

Because of limited financial aid, applications are encouraged only from international students who are able to fully fund their educational expenses from their own resources. To verify this, a certification of finances statement must be filed as part of the application process. Applicants whose native language is not English must receive a score of at least 530 on the written test, 213 on the computer version, or 71 on the internet version of the Test of English as a Foreign Language (TOEFL) and have their original testing report forwarded to the appropriate admissions office. The IELTS is also accepted and a score of 6.0 is required. Transfer students must present a translation of their college work in English rendered by a qualified translator and an evaluation from World Education Services (www.wes.org/). UMA will also accept documents reviewed by any vendor

who is a member of NACES, the National Association of Credential Evaluation Services (www.naces.org). Once accepted, students will be expected to remit to the Office of Student Financials sufficient funds to cover all tuition costs and fees for the first semester. The I-20 immigration form will not be sent to the student until this amount has been received and has been cleared by a bank. Students are personally responsible to bring with them sufficient funds for books, room and board, and other incidental expenses.

Immunization

Maine state law requires UMA to certify that degree students born after 1956 have been immunized against measles, mumps, and rubella (all three to have been administered after student's first birthday and a follow-up vaccination for a total of two doses); diphtheria, and tetanus administered within 10 years of enrollment. Students must provide appropriate documentation of immunization history to the Office of the Registrar. Visit http://www.uma.edu/compliance/immunization/ for more information.

Admission to NEBHE Eligible Programs

UMA participates in a regional cooperative program administered by the New England Board of Higher Education (NEBHE). This program, known as the New England Regional Student Program, permits qualified residents of the New England states to study with reduced tuition in certain programs at New England public institutions of higher education. UMA charges 50 percent above resident tuition for those students admitted under the New England Regional Student Program.

The purpose of the program is to expand opportunities in higher education for New England residents by making it available to all students in those programs not commonly offered at every institution. Detailed information about this program can be obtained through UMA's Office of Enrollment Services.

Programs Available to New England Residents at Reduced Tuition

Programs	Eligible State Residents
Applied Science (B.A.S)	MA, VT
Architecture (BARC)	CT, RI, VT
Aviation (B.S.)	CT, NH, RI
Clinical Laboratory Technology	VT
Contemporary and Popular Music (B.M.)	RI
Contemporary and Popular Music/Jazz Studies (A.S.)	CT, MA, NH, VI
Cybersecurity (B.S.)	CT, MA, NH, RI, VT
Dental Hygiene (B.S.)	CT, MA NH
Information & Library Science (B.S.)	MA, NH, RI, VT
Information & Library Science (A.S.)	CT, MA, NH, RI, VT
Mental Health & Human Services (B.S.)	CT, NH
Mental Health & Human Services (A.S.)	NH, VT
Veterinary Technology and Animal Science (B.S.)	CT, MA, RI, VT

Notice to Canadian citizens: Canadian residents qualify for a special reduced out-of-state tuition rate.

Service Members' Opportunity College

UMA has been designated as an institutional member of Service Members' Opportunity Colleges (SOC), a group of over 400 colleges and universities providing voluntary postsecondary education to members of the military throughout the world. As a SOC member, we recognize the unique nature of the military lifestyle and have a commitment to easing the transfer of relevant course credits, providing flexible academic residency requirements, and crediting learning from appropriate military training and experiences. SOC has been developed jointly by educational representatives of each of the armed services, the Office of the Secretary of Defense, and a consortium of thirteen leading national higher education associations. It is sponsored by the American Association of State Colleges and Universities (AASCU) and the American Association of Community Colleges (AACC).

Graduation Verification

The Enrollment Support and Information Services staff process applications for graduation and verifies degree completion. Students who wish to apply for graduation must use the on-line *Candidacy for Graduation form* by December 1 for December completion or April 1 for May or August completion. Once applications are received, degree audits are processed. Students are notified if they are complete or if they are missing requirements. Students completing in December, May, or August are invited to attend the May graduation ceremony.

Student ID Card Program

The Enrollment and Information Services Center manages the UMA ID card which serves as the official University of Maine at Augusta identification card. The ID card provides access to library services, supports pay-for-print services in campus computer labs and libraries, and may be used for purchases at the Augusta Moose Tracks Café.

ACADEMIC POLICIES

Course Numbering

X	non-credit community service courses
001-049	no degree credit
050-099	associate degree, vocational courses, or courses normally not transferable toward a baccalaureate degree
100-299	associate and/or lower-level baccalaureate degree courses
300-399	upper-level baccalaureate courses
400-499	upper-level baccalaureate courses; may be taken for graduate credit with appropriate qualifications and permission
100H-499H	honors level
500-599	graduate level courses; may be taken for undergraduate credit with appropriate qualification and permission
600-799	graduate, doctoral, and professional courses

Grading System

Grades are assigned as letters with the following descriptors:

A	excellent
A-	
B+	
B	good
B-	
C+	
C	satisfactory
C-	
D+	
D	low-level passing; below average
D-	
F	failure; computed into GPA as 0.00
F*	failure; pass/fail course; not computed in GPA
AU	audit
I	incomplete work; will convert to an F if work is not made up within a maximum of 210 days.
L	stopped attending; not officially withdrawn; computed into GPA as 0.00
LP	low pass; for pass/fail course; not used in computing grade point averages but counted towards degree credit; represents grades of D+, D, or D-
MG	missing grade (no grade submitted by instructor)
P	passed (for pass/fail course; not computed in GPA) represents grades of A through C-
W	The grade of W, withdraw, is posted if you drop the course during the first 60% of the semester. A W is not computed into the grade point average. After the 60% point, the grade of WF may be assigned.
WF	The grade awarded when a course is dropped after the 60% point of the term is completed depends on your performance up to the point. If you are passing the course, a grade of W is awarded. If you are failing the course at the time of withdrawal, the grade of WF, withdraw failing, may be assigned. A WF is computed into the grade point average as a failing grade.

Grade Point Averages

The cumulative average shall be computed at the end of each semester. The following represents the grading scale:

A	4.00	B+	3.33	C+	2.33	D+	1.33	F	0.00
A-	3.67	B	3.00	C	2.00	D	1.00	L	0.00
		B-	2.67	C-	1.67	D-	0.67	WF	0.00

To compute the grade point average for a semester, multiply the grade points earned in each course by the number of credit hours which results in quality points. Divide the number of quality points by the number of credit hours carried. The grade point average is carried to two decimal places.

Incomplete Grades

An "I" grade is assigned when a student has obtained permission from the instructor to complete course requirements at a later date. Students have a maximum of 210 days from the end of the semester to complete the course. If the incomplete work is not submitted within the time allotted by the faculty member, the grade will automatically be changed to an F. The instructor may extend the incomplete once for a maximum of 210 days. Any extension beyond that requires the Dean's approval.

Pass/Fail Grading

The purpose of a system of pass/fail grading is to encourage students to enroll in courses outside their area of concentration with a minimum of threat to their grade point averages. This permits students to develop broader, more varied intellectual interests.

- All students are eligible to enroll.
- A student may not take more than one course per semester on a pass/fail basis.
- A course taken on a pass/fail basis may not be used to fulfill core, major, or minor requirements unless the course is only offered on a pass/fail basis or is credit awarded based on assessment of prior learning.
- "Pass" grades will not be used in computing grade point averages but will be counted toward degree credit. The P grade is assigned if a student earns a grade of A through C- in a course.
- "Low pass" grades will not be used in computing grade point averages but will be counted toward degree credit. The LP grade is assigned if a student earns a D+, D, or D- in a course.
- A failing grade, although recorded as an "F," will not be computed in the student's cumulative grade point average.
- Students must request pass/fail status at the time of registration. The deadline for changing to pass/fail status is the end of the "add" period.

Audit

A student who wishes to attend a course as an auditor notifies the Registrar's Office at the time of registration. Grades are not assigned when courses are audited. An audited course cannot be changed to credit status by taking examinations. Tuition for audited courses is the same as for those taken for regular credit. Any change in audit status must be accomplished during the "add" period.

Course Repeat Policy

When a student repeats a course, the last attempt is considered the official grade and is used in the computation of the student's GPA. Earlier grades remain on the record, but are removed from the GPA. (The transcript is appropriately noted). Previously earned credit will be removed if the course repeated is failed.

Grade Reports

Grades generally are available within two weeks after the end of the semester. Students can access their grades through their self-service center in MaineStreet, the UMS online student information system. Considerable care is taken to ensure that course registrations and grades entered on a student's permanent record are accurate. Any student who suspects that an error has been made should take up the matter with the Registrar within six months of the completion of a course. Any student may appeal a grade by contacting the instructor. If this does not produce satisfactory results, consult the student handbook for detailed grievance procedures.

Academic Action

Academic Probation: The student whose grade point average indicates that he or she will have difficulty graduating with a 2.00 GPA is notified of this possibility. The student is still entitled to all rights and benefits of other degree candidates. Students on academic probation are required to meet with an academic advisor prior to course registration. No other sanctions are placed upon him or her. Academic probation may affect financial aid awards.

Suspension: Regardless of the GPA, no student is academically suspended without first having been placed on academic probation for one semester. If, after at least one semester on probation, a student fails to raise his or her GPA to an acceptable level, the Registrar, upon the recommendation of the appropriate College Dean, will take suspension action against the student. The student will not be permitted to register at the University for one semester (summer term may not be used as the suspension semester), but may submit an appeal to the Provost if he or she feels the committee should consider other information. The student may resume studies for the next term after consultation with an academic advisor. Students in limited capacity programs will be converted to liberal studies and will be required to meet program entrance requirements and to submit a *Change of Program* form to be considered for re-entry to the program. Students who are suspended for a second time will lose their degree status, but may apply for readmission after a semester of suspension.

Credit Hours	GPA	Status
0-6	0.00-1.49	Probation, conditions for continued enrollment defined
7-23	1.50-1.70	Probation
	0.00-1.49	Suspension
24-53	1.70-1.90	Probation
	0.00-1.69	Suspension
54-83	1.80-1.99	Probation
	0.00-1.79	Suspension
84 plus	1.80-1.99	Probation
	0.00-1.79	Suspension

Dean's List

To be eligible for the Dean's List, a student must be matriculated in a UMA degree program. Qualification for the Dean's List is posted on the student's academic record. Upon application to the appropriate academic dean, a student will be placed on the Dean's List retroactively if the criteria for the Dean's List are met after the list has been prepared.

A Dean's List will be prepared at the end of the fall and spring semesters comprising the names of students completing 12 or more credit hours of 100-level or higher UMA courses (exclusive of pass/fail courses) whose semester GPA in these courses is 3.25 or higher, with no grade below "C-" in any of these courses.

UMA recognizes part-time students annually by naming them to a part-time Dean's List. In order to qualify, students must a) complete a minimum of 12 credit hours of 100-level or higher UMA coursework (exclusive of pass/fail courses) during two consecutive semesters in an academic year (fall and spring); b) take no more than 11 credit hours of 100-level UMA coursework in either semester and c) achieve a combined GPA of 3.25 or higher over the two consecutive semesters, with no grades lower than a "C-". The Dean's List for part-time students is announced after the spring semester each year.

For Dean's List purposes, the grade point average includes only grades from 100-level or higher UMA courses.

Examinations

During each semester, two to four preliminary examinations may be administered in courses at the discretion of the faculty member. At the end of the semester, a final examination may be held in each course. Final examinations are normally scheduled for the last class meeting of each course.

Academic Minors

A minor is a secondary area of specialization and competence, which further prepares a student for a career and/or graduate work. Students who successfully complete a baccalaureate degree along with the required course work in a minor will have the minor officially noted on their transcripts. A minimum of 25% of the credits required for a minor needs to be earned at UMA for it to be awarded.

- Minors can be declared by the student at the time of application for graduation. However, UMA strongly recommends that a student work with his/her academic advisor to identify an advisor for the student's elected minor at the earliest possible date.
- Check sheets for all minors are available in the Enrollment Services Center, appropriate college offices, and on line.
- A student may be awarded any minor as long as no more than six credits of the minor are required to fulfill the requirements of the student's major or concentration (e.g., one may earn a B.S. in business administration with a major in management [six credit hours of accounting required] and a minor in accounting).
- Minors are only available to students matriculated in baccalaureate programs. Students who wish to strengthen their major or supplement their professional preparation may select an approved minor.

The Educated Person

University graduates are reflective, demonstrate integrity, and can thrive and contribute as members of contemporary societies. They demonstrate a well-informed understanding of their place in the natural and cultural worlds. They value both historical and prospective perspectives. They are self- aware, think clearly, and have strong collaborative, problem finding and solving skills.

They are prepared to contribute to the knowledge of their field, perform competently in their work and have a sense of personal and social responsibility. They value imaginative, practical and life-long inquiry and learning. Graduates have demonstrated core literacies described in UMA's General Education Requirements.

Core and General Education Requirements

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. These aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Learning Outcomes for Core Skills, Competencies, and Abilities

Written Communications:

The UMA graduate will demonstrate the skills to write clearly and effectively. The UMA graduate will be able to:

- write effectively in the following formats: essay, research report, literature review;
- organize and manipulate sentences, paragraphs and documents to achieve coherence and clarity, using correct diction and grammar;
- find, evaluate, integrate, and site sources, using an appropriate citation style;
- evaluate the needs, background, and values of an audience and adapt the writing accordingly;
- revise and edit written documents as well as produce documents in electronic format;
- demonstrate an understanding of the vocabulary used in the academic discipline of rhetoric;
- demonstrate an understanding of and effectively employ the vocabulary of one's major and/or minor when writing discipline-specific documents.

Oral Communications:

The UMA graduate will be able to communicate clearly and effectively in a variety of settings and will be able to:

- organize and present complex material at appropriate levels of abstraction and technical detail for the audience;
- communicate clearly, concisely, and effectively with clarity, tone, diction, gesture, affect, volume, and presence suitable to the situation;
- process information with others in a productive manner as well as practice active and appropriate listening skills;
- evaluate the needs, background, and values of an audience and adjust communications as necessary
- make a persuasive and logical case for a plan of action and/or a particular point of view;
- recognize the strengths, weaknesses, and assumptions of oral arguments;
- demonstrate an understanding of the vocabulary used in the academic discipline of oral communications;
- demonstrate an understanding of and effectively employ the vocabulary of one's major and/or minor in oral discourse.

Quantitative Skills:

The UMA graduate will possess competence in quantitative reasoning and will be able to:

- demonstrate a variety of problem-solving strategies needed to analyze quantitative problems and determine appropriate solutions;
- evaluate practical quantitative problems and translate them into appropriate mathematical statements and their solutions;
- "use technology appropriately to assist in representation, organization, and data collection" as per the National Council of Teachers of Mathematics Principles and Standards 2000;
- use statistical and numerical data and sound reasoning skills to discuss effectively and write convincing mathematical arguments;
- perform arithmetic operations, develop relationships between abstract variables and concrete applications, recognize mathematical functions, and draw appropriate conclusions from numerical information;
- demonstrate an understanding of and effectively employ the language and vocabulary used in the academic discipline of mathematics.

Natural Scientific Inquiry:

The UMA graduate will demonstrate an ability to apply scientific knowledge and methodologies to practical problems and issues related to personal and societal needs and will be able to:

- work effectively with others to analyze scientific problems and apply scientific methodologies;
- articulate the relationships among observed phenomena and the scientific principles those observations inform;
- demonstrate an understanding of natural diversity and of how knowledge about the natural world is organized;
- demonstrate an understanding of laws, theories, models, and the effect of new technologies used in analyzing the natural world;
- demonstrate an understanding of the dynamic nature of scientific inquiry;
- demonstrate an understanding of the unifying concepts and processes that transcend all scientific disciplines; these are: causality and consequence, dynamic equilibrium, scale and proportion, change and evolution, evidence and explanation;
- demonstrate an understanding of the interrelationships of human beings with the natural world;
- demonstrate an understanding of the vocabulary used in at least one of the scientific academic disciplines.

Social Science:

The UMA graduate will understand how anthropology, sociology, psychology, political science, geography, and/or economics shape culture and will be able to:

- demonstrate an understanding of basic theories within one or more social science, including anthropology, psychology, political science, sociology, economics, and geography;
- acknowledge the variability and complexity of human societies and cultures;
- demonstrate an understanding of social science information resources available through the library as well as other information sources'
- demonstrate an understanding of social systems, including their biological and psychological determinants;
- demonstrate an understanding of social and cultural value systems;
- demonstrate an understanding of the social institutions that shape our society;
- apply social science perspectives, research, and information to other disciplines and professional studies;
- demonstrate an understanding of the vocabulary used in one of the social science disciplines.

Humanities:

The UMA graduate will exhibit an understanding of ideas, events, cultures and languages through which societies have evolved and will be able to:

- evaluate, analyze and compare significant texts, using historical contexts and a variety of cultural perspectives;
- describe and analyze how texts reflect the culture(s) that produced them within a global context;
- analyze and interpret the ideas of "value" and "meaning" from a variety of humanities perspectives;
- articulate and defend a thoughtful assessment of these ideas;
- interpret meaning from a variety of media and construct, as well as appreciate alternative interpretations;
- demonstrate an understanding of the vocabulary used in one or more of the disciplines within the humanities (e.g., literacy or historical terminology).

Fine Arts:

The UMA graduate will understand the modes of expression within one or more areas of art (including, but not limited to visual arts, architecture, music, dance, theater, and cinematography) and will be able to do four of the following:

- demonstrate an understanding of the compositional elements within a work of art;
- identify and describe important works of art within a given genre;
- demonstrate an understanding of cultural influences on artworks;
- demonstrate an understanding of the ways in which art influences society;
- provide a cogent interpretation for a chosen work of art;
- demonstrate an understanding of the vocabulary used in one of the disciplines within the arts.

Cultural Diversity:

The UMA graduate will be able to identify, discuss, analyze and evaluate issues pertaining to diversity and will be able to:

- demonstrate an understanding of diversities within and among cultures, religions, races, ethnicities, genders, sexual preferences, abilities, ages and/or socioeconomic groups;
- demonstrate an understanding of the scope and limitations of one's own cultural perspective;
- identify issues and problems that people from minority cultures have negotiating the dominant culture;
- engage in critical inquiry into the problems, challenges and possibilities inherent in a diverse society;
- demonstrate an understanding of the vocabulary used in one or more of the interdisciplinary studies of diversity.

Computer Literacy:

The UMA graduate will be able to use basic computer technology required to communicate in a technology-based society and will be able to:

- demonstrate the function of computer hardware components required to input, store, and process data, including appropriate peripheral devices;
- perform basic operating systems file maintenance commands;
- use a word processor to create, edit, and save a short research paper;
- manage and comprehend a spreadsheet to organize/summarize/visualize quantitative data;
- build an electronic database to store and use information;
- professionally present information using presentation software;
- use appropriate technology to communicate electronically.

Critical Thinking:

The UMA graduate will be able to think critically and to:

- develop well-reasoned arguments;
- demonstrate evaluative skills such as the ability to distinguish fact from opinions, identify central issues and problems, classify data, judge credibility, predict consequences, recognize assumptions and inconsistencies, detect bias, plan alternate strategies, and evaluate arguments and hypotheses;
- demonstrate thinking skills such as flexibility, precision, accuracy and/reflection;
- identify and solve a variety of types of problems;

- demonstrate the use of both inductive and deductive reasoning;
- demonstrate creative thinking.

Information Literacy:

The UMA graduate will be able to find, evaluate, and use information from traditional and new technology sources and be able to:

- determine the extent of information needed;
- access the needed information effectively and efficiently;
- evaluate information and its sources critically and constructively;
- retain and integrate selected information into his or her knowledge base;
- use information effectively to accomplish a specific purpose;
- demonstrate the ethical use of information.

Baccalaureate Degree Core and General Education Requirements (40 credits)

A. Core Skills, Competencies, and Abilities (15 credits)

1. Written Communication (6 credits) - ENG101 and ENG102W, 103W or ENG 317W
2. Oral Communication (3 credits)
3. Mathematics (3 credits) - MAT100 or higher

B. General Education Requirements (25 credits)

1. Fine Arts and Humanities - 9 credits to include: 3 credits fine arts and 6 credits humanities
2. Mathematics, Natural and Computer Sciences - 10 credits to include a natural science with a laboratory
3. Social Science - 6 credits

- All core and general education courses will address issues of diversity.

Associate Degree Core and General Education Requirements (25 credits)

A. Core Skills, Competencies, and Abilities (12 credits)

1. Written (3 credits) - ENG101, College Writing
   - In addition to ENG101 each student must successfully complete one writing intensive course
2. Oral Communication (3 credits)
3. Mathematics (3 credits) - MAT100 or higher

B. General Education Requirements (13 credits)

1. Scientific Inquiry (4 credits)
2. Social Science (3 credits)
3. Humanities (3 credits)
4. Fine Arts (3 credits)*

- All core and general education courses will address issues of diversity.

*In certain professional degree programs this requirement has been waived.

Writing Intensive Course Requirement

All UMA degree programs require students to complete one writing intensive course. This requirement reflects our belief that the ability to write clearly and effectively is a powerful tool for learning, thinking, and reflecting. We recognize that the development of writing skills requires guidance, feedback, and practice. The intent of the writing intensive course is to build upon the skills developed in ENG101, College Writing. Courses currently approved as meeting the writing intensive course requirement are identified in this catalog with a "W" following the course number.

Graduation

Completion of Program of Study:

Students must satisfy the graduation requirements as stated in the catalog in effect for the first semester of their attendance as a matriculated student. Students whose matriculation has expired forfeit the right to pursue a degree according to the provisions of the original catalog. Instead, they are bound by the catalog in effect for the first semester as a readmitted student. At the student's choice, a later catalog may be selected for graduation requirements, but an earlier one may not. In some cases, academic units have specific time limits for completion of graduation requirements. If so, such limits will be noted in the program section of this catalog. A GPA of 2.0 of higher in the major is required for graduation. For students earning the Bachelor of Art in Liberal Studies degree or Bachelor of Applied Science degree, a GPA of 2.0 or higher in the minor is required for graduation. Individual programs may set a higher GPA requirement for graduation.

Commencement Ceremony:

Commencement exercises are held once a year at the end of the spring semester. Students finishing their requirements in December, May, or August will be invited to attend the May ceremony. "Candidates for Degree" cards should be submitted by December 1 for December completion, and April 1 for May and August completions. Students may also apply by completing the application for graduation on our website at www.uma.edu.

Latin Honors:

In recognition of academic excellence, UMA awards degrees with Latin honors for the following academic achievement:

summa cum laude:	3.75 or higher GPA;
magna cum laude:	3.50 to 3.74 GPA;
cum laude:	3.25 to 3.49 GPA

These criteria states that the average grade is based on the student's work at the University of Maine at Augusta and must include 50% of the total degree hours required in the student's program of study, whichever is greater.

Degree Residency Requirements:

To be eligible to receive an associate degree, a student must have achieved a minimum GPA of 2.00, fulfilled all program requirements, and have completed 15 credit hours in UMA courses, to include 9 credit hours in the major.

Baccalaureate degree candidates must have achieved a minimum GPA of 2.00, fulfilled all program requirements, and have completed 30 credit hours in UMA courses, to include 9 upper-level credits in the major, or 9 upper-level credits for students in the Bachelor of Applied Science. The cumulative grade point average computation includes all course work taken at UMA. Any exception to this rule will be reviewed by the college faculty and approved by the Dean of the College.

Nursing students must spend at least one year in the Nursing Program at UMA in order to meet regulations of the Maine State Board of Nursing. Appeals of this policy should be addressed, in writing, to the appropriate college dean. Exceptions are not normally granted except for extenuating circumstances.

Double Major*:*

Double majors are possible within a single baccalaureate degree. Both majors may be within the same college, or they may be in different colleges. Students may complete two different majors simultaneously with no prescribed increase in total credits beyond those required to satisfy both majors.

Students intending to complete the requirements of more than one major are required to declare their intent in writing to the dean of their college (or to the deans of both colleges, if the majors are in different colleges) prior to completion of 84 credit hours. At this time the student must declare a primary major. Students are encouraged to declare their intent to double-major at their earliest opportunity in order to minimize the number of credits required for graduation.

The baccalaureate degree granted will be that associated with the primary major, and the student is required to satisfy all of the requirements imposed by that college. To complete the second major, the student need only complete the specific requirements established for that major (including residency requirements). At no time can the Bachelor of Arts in Liberal Studies degree, the Bachelor of Arts in Interdisciplinary Studies degree, or the Bachelor of Applied Science degree be a component of a double major. All requirements for both the primary and secondary major must be completed at the time the

degree is awarded. The primary and secondary majors will be noted both on the diploma and on the transcript, worded according to the following example: Bachelor of Science in Business Administration, with a second major in English, or Bachelor of Art in English, with a second major in Business Administration (depending upon which is designated the primary major).

Earning a Second Associate or Baccalaureate Degree:

To be eligible to receive a second associate degree, a student must complete an additional fifteen credit hours of course work and complete all program and residency requirements. To receive a second baccalaureate degree the requirements are the same as listed above, except the student must complete thirty credit hours. Students admitted to a baccalaureate degree may receive any associate degree once all degree requirements have been met.

Waiver of Degree Requirements:

It is the policy to substitute or waive degree requirements when faculty and the college dean feel that other courses, prior learning or extenuating circumstances warrant substitution or waiver of degree requirements. Since the academic units meet during the academic year, substitutions and waivers may not be attainable in the summer. The student is encouraged to meet with his or her academic advisor to discuss the degree requirement and the substitution or waiver process. The student must appeal the requirement in writing to his or her college dean. The dean will consult with appropriate academic personnel and then respond in writing to the student with an approval or denial of the substitution or waiver request. In some programs, more than one college must review the request. When substitutions and waivers are granted, they are granted only for the student's current degree program. If the student changes programs or pursues an additional degree, the process would need to begin anew. Waivers and substitutions are not generally recorded on the permanent record unless credit is obtained through challenge or CLEP examinations, or a portfolio review process.

Registration

Degree students should meet with an advisor prior to registration for courses. Any student who wishes to register for more than 18 credits in a semester must have the written approval of an advisor or the college dean.

Add/Drop (Adjustments in Course Schedule)

A student is allowed to add courses during the regular add period as listed in the course schedule for that semester. A student who wishes to drop some but not all of their classes may do so in MaineStreet. Students who wish to withdraw from all courses must call the Enrollment and Information Services staff at 1-877-UMA-1234 or contact the academic advising office.

IMPORTANT: Refer to the online Course Guide on the UMA website for specific deadlines for adding, dropping, or withdrawing from courses. Courses offered in the course guide are subject to cancellation due to low enrollment.

Student Status

Full Time: Any student who is registered for 12 credit hours or more is considered full time.
Part Time: Any student who is registered for 11 credit hours or fewer is considered part time.

The majority of students attending UMA do so on a part-time basis and have the choice of attending during the day, the evening, online, or a combination of all three. Hesitancy to withdraw from the job market, family responsibilities, competing priorities, and financial demands are among the many reasons given for part-time attendance. We encourage students to proceed through their studies at a rate that recognizes both their educational objectives and the complexity of their lives. Students may change their status from one semester to another, but the financial aid implications of any such change should be carefully considered.

Students do not have to be enrolled in a degree program to take courses. We welcome non-degree students whose purpose in attending is often for professional development, career change or personal enrichment. UMA encourages part-time students to consult Enrollment and Information Services or the Academic Advising office to receive assistance in program planning and course selection to provide an appropriate sequence of courses to meet their needs Enrollment and Information Services Center staff are also available to assist students in exploring course and program offerings.

Residence Reclassification Policy

A student is classified as a resident or a nonresident for tuition purposes at the time of admission to the University. Prospective students should contact the Executive Director of Administrative Services if they have questions concerning their residency status. Students enrolled as nonresident, who have reason to believe their residence status has changed, may contact the Executive Director of Administrative Services for details on the rules governing residency classification.

Attendance

Satisfactory attendance is determined in each course by the instructor, who will inform students during the first meeting of each class of the attendance requirements. Every student is expected to accept the responsibility for satisfactory attendance in each course for which he or she is registered.

Withdrawal

Students considering withdrawing for serious personal or academic difficulties are strongly encouraged to meet with a faculty advisor, a college dean, or the Academic Advising staff. Students who withdraw from all courses for any reason must do so by contacting the Registrar's Office or by calling the Enrollment and Information Services staff at 1-877-UMA-1234. Failure to officially withdraw exempts students from refund policies and may result in failing grades in all courses. Refer to the current course guide for specific withdrawal information.

Refund Calculation: The attendance period for the student begins on the opening day of scheduled campus classes and ends on the date the student notifies the Registrar or Enrollment and Information Services staff that he or she is dropping or withdrawing. This attendance period includes weekends, holidays, and snow days.

Transcript of Academic Record

Students' official academic records are maintained in the Registrar's Office. Transcripts of these records are not furnished to individuals, other institutions, or prospective employers without the written consent of the student concerned. There is no charge for a transcript. Transcript Request Forms are available in the Registrar's Office in Augusta, at the Bangor campus, and at University College Centers. A transcript request form may also be downloaded from the UMA website (http://www.uma.edu/compliance/transcripts/). Students also can submit a request for an official transcript through MaineStreet. Students also can print unofficial transcripts from their student center in MaineStreet.

FINANCIAL INFORMATION

The financial requirements of the University, changing costs, State and legislative action, and other matters may require an adjustment of charges and expenses. The University reserves the right to make such changes at any time. The applicant acknowledges this by the submission of an application for admission or by registration. Transcripts and/or diplomas will be released after all monies due the University of Maine System are paid in full.

Tuition

Tuition, fees and other educational costs are approved annually for each of the seven campuses of the University of Maine System by the Board of Trustees. UMA students enrolled in classes offered by other University of Maine campuses should consult that campus for information pertaining to billing and refund policies, amounts, and dates.

The Academic Year 2016-2017 tuition, fees and other educational costs listed below are those in effect at the time this catalog was printed. The rates below may be amended between the time of registration and the beginning of Fall 2015 classes, pending annual Board of Trustees review.

UMA UNDERGRADUATE TUITION:

In-state.....$228 per credit hour
Out-of-State.....$551 per credit hour
Out-of State Web.....$285 per credit hour
NEBHE/Canada.....$365 per credit hour
Bridge Year ……...$40 per credit hour

MANDATORY FEES (required of all students):

*__Student Activity fee__.....$2.25 per credit hour
Unified fee - Augusta/Bangor.....$30.00 per credit hour
Unified fee – Online ……..$30.00 per credit hour
Unified fee - University College.....$12.00 per credit hour

***MAJOR FEES: (required of students who are in the following major)**

Music Major fee.....$75

OTHER FEES: (charged where appropriate)**

Advance Enrollment Deposit……$50
Application fee ……$40
Distance Learning fee ……...$12 per credit hour
Assessed for ITV, VC and live University College classes,
ITV receive classes at Augusta/Bangor campuses and Online courses
Distance Learning Technology fee……...$6 per credit hour
Assessed for all University College courses at sites and centers
Late Payment fee……$50 per semester
Payment Plan (non-refundable)……$30 per semester
($10 charge per late installment on 3 or 4-installment plan)
Non-negotiable check fee……..$25 per check
Reinstatement fee……...$50
Shelter Institute Posting Fee……$50
**fees not assessed during the Summer terms*
***For a complete listing of exam fees, contact the Office of Enrollment Support and Information Services or visit www.uma.edu/admission/placement-testing/*

Course Fees

Course fees are applied to specific courses to assist with covering extraordinary costs associated with offering that course. Visit our Website at http://www.uma.edu/financial/costs/fees/ for a detailed explanation of fees and a complete listing of course fees.

Student Health Insurance

Due to University of Maine System policy, all students registered for at least nine credits or accepted into a degree program with a health insurance requirement are required to carry health insurance throughout the school year. UMA provides access to an affordable, year round insurance plan for qualified students. Students with appropriate outside insurance may choose to waive the health insurance plan through the online process; all others must enroll or will be automatically enrolled and billed

at the end of the waiver period. Descriptive materials are available at all locations, online and by calling the insurance company.

Payment Policies

Students may register without payment until approximately two weeks prior to the start of the fall and spring semesters. Students registering during the early registration period will be billed and payment will be due on the date specified in the current semester's course guide. Students registering for summer session are required to pay approximately one week before courses begin; payment due date will be clearly published on the Money Matters.

Students registering after a semester's early registration period have the following payment options:

- pay charges in full **or**
- join a payment plan and make the first payment **or**
- have a third party payment authorization in hand or on file in the Office of Student Financial Services and pay charges the third party will not pay **or**
- have secured financial aid

Four-installment monthly payment plans are available during the fall and spring semesters; summer sessions offer a three-installment payment plan option. These plans allow students to split semester charges into three or four equal installments. Additional information is available from the office of Student Financial Services.

Refund Policy (Drop and Withdrawal)

For purposes of calculating tuition adjustments, dropping courses is defined as a reduction in course load while remaining enrolled in the University (the student drops one or more courses, but not all courses).

Withdrawal is defined as students who give official communication to the Registrar's Office, Academic Advising staff or Enrollment Support & Information Services of their withdrawal to the University after a semester/session begins. (The student is withdrawing from ALL classes and is leaving the University.)

<u>For classes 12 weeks or longer</u>, students have two weeks from the starting date of the session to drop or withdraw and receive a full reversal of tuition and fee charges.

No adjustments are generated and all charges remain due for courses dropped beyond the two-week add/drop period. Should a student withdraw entirely, adjustments to charges are as follows:

(CLASSES 12 WEEKS OR LONGER)
100% prior to the end of the second week (14 days)
75% prior to the end of the fourth week (28 days)
50% prior to the end of the sixth week (42 days)
25% prior to the end of the eighth week (56 days)
0% after the eighth week (57 days and after)

<u>For classes less than 12 weeks</u>, refunds for drops or withdrawals are calculated as follows:

Classes 11 weeks in length:
100% prior to the end of the eleventh day (11 days)
Classes 10 weeks in length:
100% prior to the end of the tenth day (10 days)
Classes 9 weeks in length:
100% prior to the end of the ninth day (9 days)
Classes 8 weeks in length:
100% prior to the end of the eighth day (8 days)
Classes 7 weeks in length:
100% prior to the end of the seventh day (7 days)
Classes 6 weeks in length:
100% prior to the end of the sixth day (6 days)
Classes 5 weeks in length:
100% prior to the end of the fifth day (5 days)

Classes 4 weeks in length:
100% prior to the end of the fourth day (4 days)

Classes 3 weeks in length:
100% prior to the end of the third day (3 days)
Classes 2 weeks in length:
100% prior to the end of the second day (2 days)
Classes 1 week or less in length:
100% prior to the end of the first day (1 day)

*Due to the compressed nature of many summer courses, drop/withdrawal dates and credits vary. Contact the Student Financial Services Office for specific course information for classes lasting less than 12 weeks.

Multi-Campus Students:
Tuition, fees and other educational costs are approved annually for each of the seven campuses of the University of Maine System by the Board of Trustees. UMA students enrolled in classes hosted by other University of Maine campuses should consult that campus for information pertaining to billing and refund policies, amounts, and dates. Students who plan to use financial aid to pay for a course at another campus must secure an away form in order for payment to be made.

IMPORTANT FACT:
In accordance with Federal regulations, financial assistance may be adjusted for aid recipients who reduce enrolled credit hours, withdraw during the semester, or do not academically complete the semester. A portion of awarded financial aid will be refunded to the Title IV programs as required by the U.S. Department of Education. Such financial aid calculations due to changes in actual credit hours from expected credit hours used in the calculation of the aid award may result in the student owing a balance to the University.

Involuntary Withdrawal and Appeals

Refunds of tuition and fees for involuntary withdrawals such as extended illness or military service will be considered by the University on a case-by-case basis. Students must complete and return the Student Appeals Form (located at http://www.uma.edu/admission/costs-policies/chargeappeals/) along with required documents. Normally, requests for refunds of tuition and fees will be considered for up to 90 days after the close of the semester/session for which the student is requesting an adjustment.

University academic committees hear appeals on academic matters and have no authority to authorize refunds.
Administrative dismissals are not covered by this policy and are not entitled to refunds of institutional charges.

FINANCIAL AID

The Office of Student Financial Services exists to help students who need financial assistance to pursue a college education. Financial assistance of a variety of types is available for those who qualify.
Most aid is awarded to students on the basis of financial need. The basic premise underlying the financial aid program is that the primary responsibility for meeting college expenses rests with the student. Where appropriate, parents and spouse are taken into consideration when making a determination of resources which should be available to meet educational expenses.

After a determination of available resources is made, these resources are subtracted from a budget which is based on an individual's education and living costs. The remainder or difference (budget minus resources) is a student's financial need, and it is this information that is used in allocating need based aid funds. The total amount of aid a student is awarded will not exceed the student's budget.

All financial aid falls into three categories: 1) grants and scholarships, frequently referred to as gift assistance because they do not normally have to be repaid; 2) student loans, on which payments with low interest begin six to nine months after the student has left school; and 3) work assistance, which is part-time employment. Loan and work assistance are frequently referred to as self-help assistance. Most financial aid to an individual student comes in the form of a "package"—the aid offered contains a mixture of gift and self-help assistance.

Application Procedures

All aid applicants must be admitted to a UMA degree or aid eligible certificate program prior to the issuance of financial aid. Beginning October 2016, students should apply for financial aid as soon after October 1 of **each year** as possible. UMA's preferred application date is March 1. Every financial aid applicant must complete a Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov. Tax transcripts and other supporting documentation may be requested. Students who have previously earned a baccalaureate degree may be eligible for Direct Federal Stafford Loans only.

Types of Aid

Scholarships

There is a complete listing of available UMA scholarships on the website at www.uma.edu/finaidscholarships.html. In general, scholarships require a minimum academic grade point average (GPA) of 2.0 unless otherwise specified. Some scholarships are based on demonstrated financial need as determined by the results of the Free Application for Federal Student Aid (FAFSA). Students must file the FAFSA prior to March 1 for each academic year in order to be considered. All scholarship amounts vary.

Unless otherwise noted, students must complete the application process by completing and submitting a General Scholarship Application by March 1. These forms are available in the Office of Student Financial Services, on the financial aid website, and at various sites and centers from January 15 through the end of February.

Grants

Federal Pell Grant is a federally-funded grant program. The amount of the Federal Pell Grant varies depending upon the cost of attendance, the number of credits for which the student is enrolled (full time, three quarter, half time, or less than half time), and the calculated expected family contribution. Federal Pell Grant funding is available for students who have not previously earned a baccalaureate degree.

Federal Supplemental Educational Opportunity Grant Program is a federally-funded program for undergraduate students with financial need and availability of funds. FSEOG grants are available in amounts ranging from $100 to $4,000 per year with priority for Federal Pell Grant recipients.

Maine State Grant is a state funded grant program for qualified full-time and/or part-time students that are residents of the state of Maine who have applied for federal aid by May 1.

University Grant is a University-funded grant based on financial need and availability of funds. Grants range from $100 to $2,000.

Waivers

Waivers are available to students meeting certain criteria. Students qualifying for waivers receive tuition and/or fee reductions. The tuition waivers usually apply to for-credit courses. Each university has the right to designate tuition waivers for non-credit courses for employees and senior citizens.

In some cases, applicants eligible to receive University tuition waivers and/or scholarships are also eligible to receive benefits from non-University financial aid programs. The total available aid may exceed a student's total educational costs. University tuition waivers and scholarships will be administered so that total financial aid does not exceed a student's total educational costs. Where UMA policy and federal financial aid regulations differ, federal regulations will prevail.

Total financial aid is to be defined as all federal, state, and institutional aid and educational assistance from outside sources.

Dependent Tuition Waiver: Dependents of University employees may be eligible for a partial tuition waiver. Contact the personnel office of the employee's campus for specific details.

Employee Tuition Waiver: Employees may be eligible to take up to two courses each semester, depending on space availability. Contact the personnel office on the employee's campus for specific details.

High School Aspirations Incentive Program: The High School Aspirations Incentive Program is for all students currently attending public Maine high schools. For Maine residents attending Maine high schools, the student waiver is one half the in-state tuition rate. For non-Maine residents attending Maine high schools, the student waiver is one-half the out-of-state tuition rate. Traditional high school students must have school and parent approval, a minimum high school grade point average of B or better, and must be either a junior or senior. Students may take for-credit courses for which they have met the prerequisites depending on space availability. Students may take a maximum of two courses or up to six credit hours per semester during their junior and senior years, with a maximum of 12 credits in an academic year. Students may take courses through on-site instruction, UMA interactive television, or courses offered online. Contact the UMA Registrar's Office for more information.

Native American Waiver Program (Effective September 2012): The University of Maine System has a waiver program for qualified and eligible North American Indians who meet the following criteria:

- Student must be a member and be included on the current tribal census of the Passamaquoddy Tribe, the Penobscot Nation, the Houlton Band of Maliseet, the Aroostook Band of Micmac, or have at least one parent or grandparent who is included on the current tribal census of the Passamaquoddy Tribe, the Penobscot Nation, the Houlton Band of Maliseet, the Aroostook Band of Micmac; **OR**
- Student must be a member and be included on the current tribal census of a Canadian Wabanaki Tribe or have at least one parent or grandparent who is included on the current tribal census, and have lived in Maine for at least twelve months, for purposes other than education, immediately prior to application. **OR**
- Student must be a member and be included on a current tribal census of a federally, state or provincially recognized Native American Tribe and who have lived in Maine for at least twelve months, for purposes other than education, immediately prior to application.
- Proof of residency is required for all applicants with the exception of current tribal members and their direct biological descendants (e.g., parent or grandparent was a tribal member) of the Passamaquoddy Tribe, the Penobscot Nation, the Houlton Band of Maliseet, or the Aroostook Band of Micmac. The residency guidelines are the same as those employed for any student and can be located within the UMS Administrative Practice Letter IX-G found at: http://www.maine.edu/about-the-system/system-office/finances/administrative-practice-letters/
- Matriculating students must apply for financial aid by completing the Free Application for Federal Student Aid (FAFSA) and supply all required documentation to the Financial Aid Office at the campus they are attending. For the academic year and/or the fall semester, the FAFSA must be filed and the aid application completed by September 1st. For the spring semester, the FAFSA must be filed and the aid application completed by January 1st.
- All students must remain eligible to register for classes and maintain Satisfactory Academic Progress as defined by federal guidelines. Degree seeking students will be evaluated based on the Satisfactory Academic Progress policy of the campus where they are matriculating. Students who are not matriculating at any campus of the University of Maine System will be evaluated using the University of Maine Satisfactory Academic Progress policy. The policy can be found at https://umaine.edu/stuaid/sap/.
- Students who have earned a degree and wish to continue their education with the waiver must enroll in a degree program at the next academic level from the one they have earned.
- Native American Waivers cannot be applied to the B.S. in Aviation program flight fees.

Senior Citizens Waiver: Persons over age 65 may apply for tuition waivers for credit bearing undergraduate courses. Waivers are approved based on space availability. Senior Citizen Waivers cannot be applied to the B.S. in Aviation program.

Trustee Waiver: See President's Scholarships.

Veterans' Dependent Waiver: Tuition, mandatory fees, and lab fees are waived for eligible orphans, widows, and widowers of veterans as well as spouses and children of veterans who are disabled, missing in action, etc. Initial eligibility is determined by the Veteran's Affairs Office of the State of Maine. Students must be enrolled in an associate's, bachelor's, or master's degree program. The waiver is administered so that total financial aid does not exceed a student's total education costs. MRSA, Title 37-B, Section 505, as amended 2002, P. L. c. 662.

Loans

Federal Perkins Loan: The federal government, the University, and former borrowers repaying loans fund this loan program. Students demonstrating financial need may apply for Federal Perkins loans. Awards are dependent upon availability of funds. Students are limited to borrowing a maximum of $4,000 per year with a maximum of $20,000 for four years. An entrance interview is required of all new borrowers.

Nursing Loans: The federal government, the University, and former borrowers repaying loans fund this loan program. Students in an undergraduate nursing program demonstrating financial need may apply for nursing loans. Awards are dependent upon availability of funds. An entrance interview is required of all new borrowers.

Federal Direct Stafford Loan Program (subsidized and unsubsidized): Students may apply for loans under the Federal Stafford Loan Program through the Free Application for Federal Student Aid. A subsidized loan is awarded on the basis of financial need. The federal government pays the interest on the loan until repayment begins. An unsubsidized loan is not awarded on the basis of need. Students are charged interest from the time the loan is disbursed until it is paid in full. Stafford loan interest rates may be adjusted each year. An entrance interview is required for all new borrowers at UMA.

Federal Direct Parent Loan for Undergraduate Students (PLUS): This loan program is a low-interest loan program designed for parents of dependent students. Parents need to contact Student Financial Services for further information.

Federal regulations require less-than-half-time students, who have received ***Perkins/Nursing/Direct Stafford Loans*** while attending the University of Maine at Augusta, be informed that they need to complete an exit interview for each loan type advanced. This notification occurs when students' credit hours *drop below a half-time basis* or if they have *graduated, withdrawn, or transferred* to another school.

The exit interview is designed to provide the student with valuable counseling and information regarding the terms of repayment. As students enter their grace period and begin the repayment process of their loans, the first step is to complete an exit interview. The exit interview may be completed online at www.studentloans.gov.

Federal Work-Study

The Federal Work-Study Program is a federally-funded financial aid program which allows eligible students to earn money to help meet educational expenses. Federal work-study is awarded to eligible students as a portion of the overall financial aid package. Students are paid bi-weekly for hours worked until the total award has been earned. Federal work-study funds cannot be used to pay for work that is religious, political, or performed for the benefit of a private individual. Because of this, students can be paid for general office work but cannot be paid for typing a dissertation or assisting with private consultation. Students cannot be hired to replace regular employees and all employment practices must comply with existing civil rights and wage and hour regulations. Students are paid only for hours worked.

Satisfactory Academic Progress

Continued eligibility for financial aid depends on a student making satisfactory academic progress toward completion of degree requirements. The University's educational progress scale has been incorporated with federal requirements to establish appropriate progress. A copy of this standard is available on the financial aid Website (http://www.uma.edu/financial/policies/sap/) or in the Office of Student Financial Services.

STUDENT ENGAGEMENT & SUPPORT SERVICES

Promoting student success, growth, and satisfaction is a priority for the University of Maine at Augusta. To this end, UMA delivers a comprehensive array of support services and opportunities for personal and professional development. While some services are centralized on the main campus in Augusta, most information and services noted below are accessible to students through contacts at their local campus or University College Center or via UMA's electronic resources. Students with questions or comments pertaining to the quality of the student experience should communicate with the Director of the program specific to their experience. The Dean of Students is another resource available to students and staff are also available at the University College Centers.

Career Connections

Career Connections at UMA are designed to help students focus and implement their career goals. Students may seek assistance in choosing a major or exploring career fields for employment after graduation. Assistance with the job search process is provided. A variety of resources are available, including workshops, assessment tools, computerized resources, and individual appointments with a career counselor. Career counseling services are open to students, alumni and community members and are available at both campuses, most centers, and online.

Counseling Services

Counseling services are designed to help students manage a large variety of challenges that may arise during their education, such as: mental health or substance abuse concerns, family or interpersonal issues, difficulty managing stress, and general challenges with balancing the demand of college and life. Counseling services include confidential, clinical counseling, crisis intervention, and referral to community resources. Counseling services are free of charge, and available on the Augusta and Bangor campuses, and for the University College Centers in a limited capacity.

Dean of Student's Office

Located on the Augusta campus, this office oversees the campus climate, student engagement efforts and the overall student out of classroom experience. The Dean of Student's Office also manages the functions listed immediately below.

Housing Information: UMA is a commuter institution and on-campus housing is not currently available at either campus. Students commute from home or rent rooms or apartments near their campus. The Office of the Dean of Students can provide a limited list of housing resources and students looking for roommates in the Augusta area, as well as links to general information about the Augusta region. Both Bangor and Augusta campuses distribute a housing guide that explains the rights and responsibilities of students as tenants.

Mediation: Differences in interpretation, values, and points of view are commonplace on a college campus. While these differences enrich the college experience, occasionally disagreements may call for mediation. In such a case this office can offer advice and assistance.

Student Handbook: This handbook details UMA services, resources, and important policies. It can be accessed online or a print version is available upon request.

Student Conduct: The Coordinator of Community Standards and Mediation oversees compliance with the University policies and procedures designed to encourage respectful student behavior and academic honesty and to create an environment supportive of the educational mission of the University. The full text of the University of Maine System Student Conduct Code and the UMA Student Academic Integrity Code are included in the Student Handbook.

First Year Initiatives

Whether a first-time student, returning or transfer student, New Student Orientation helps to integrate new students into the UMA community, eases the transition into the college student role, and creates a foundation for academic success. Faculty, staff, and experienced students collaborate with the Dean of Students' Office and the Director of First Year Initiatives to acquaint entering students with UMA's resources and expectations. All students new to UMA are expected to participate in a new student orientation program prior to their first semester with the University. In addition to New Student Orientation, the Director of First Year Initiatives develops and manages other First Year initiatives on campus and online.

Student Life

This department provides opportunities for interested students and campus organizations to participate in a variety of events and activities, such as multicultural events, concerts, leaderships programs, and travel opportunities. It provides a means to make connections with other UMA students.

Athletics: Varsity athletics at UMA offers students the opportunity to compete at both the regional and national levels as members of the Yankee Small College Conference (YSCC), and the national governing body, the United States Collegiate Athletic Association (USCAA). The YSCC includes 15 schools located throughout New England and into New York. The USCAA includes 94 schools in the United States and focuses on smaller institutions of higher learning; providing all athletes and programs with the same national opportunities as larger institutions. The USCAA conducts national championships, names All-Americans, recognizes scholar athletes, and promotes USCAA member schools. UMA supports the following intercollegiate teams: men's and women's basketball, co-ed bowling, men's and women's cross country, and co-ed golf. Many of these teams have participated in their respective USCAA national tournaments.

Community Service: Student life coordinates the Alternative Spring Break trips to New Orleans for wetlands restoration and to Harrisburg, PA, for Habitat for Humanity. In addition, student life supports other community volunteer projects, e.g., work with homeless shelters and animal shelters.

Fitness Centers: On the Augusta and Bangor campuses students may do cardio or weight training at our well-equipped fitness facilities that also deliver health and wellness programming. The Augusta Center has racquetball and wallyball facilities. In addition to Augusta's indoor facilities, there are outdoor tennis and basketball courts, as well as one of the best fitness trails in the state of Maine. This trail can be used for running, walking, and winter cross country skiing and snowshoeing. The Bangor facility provides access to a gymnasium with equipment for volleyball, basketball, floor hockey, and indoor soccer.

Student Government: Students registered for courses at either of UMA's campuses are represented by their local, campus Student Government Association (SGA). Representatives from each campus student government and a student representative from the University College Centers meet collectively as a General Assembly (GA) to represent the interests of all UMA students. Students are encouraged to work through their student government to shape co-curricular and service opportunities, as well as University policies and priorities. As the custodians of student activity fees, the Student Governments provide financial support to various activities, organizations, and events. Any registered student may become involved with their SGA through election to office, attendance at open meetings, or volunteer service.

Student Organizations: Student Government formally recognizes and may provide financial support to a variety of student organizations, such as the French Club, Mental Health and Human Services Club, UMA Community Garden Club, and the American Institute of Architecture Students, to name a few. Students who wish to form new organizations or revitalize an old one should consult their local Student Government advisor regarding the appropriate process.

Learning Effectiveness and Student Success (formerly Learning Support)

This Department provides a variety of programs and resources designed to help students develop and strengthen their learning skills, and deal with the inevitable challenges of college life. The intent is to help students become more effective, self-confident and independent learners who can successfully achieve their college goals. Specific services include:

Learning Skills Development: Success in college is closely tied to having and using effective learning and study skills. Assistance with time management, study strategies, memory techniques, test taking and more is offered face-to-face, by phone and online. Students should contact the department or their local student services coordinator to learn more about available resources, or visit the department website.

Services for Students with Disabilities: UMA complies with all laws and University policies which define the rights of individuals with disabilities and makes reasonable efforts to accommodate specific, appropriately documented academic needs. Students with disabilities may initiate requests for accommodation through the Learning Effectiveness Student Success Office, or student services staff at their local University College Center. To ensure the timely availability of accommodations, students must request services well in advance of the start of each semester.

Tutoring: Free tutoring is provided to help students increase their understanding of course material and improve their learning and study skills. Tutoring is available for most developmental and introductory courses and some upper-level courses. It is provided in individual or small group settings by qualified peer or community tutors. Support for writing in any subject is also available online. Questions about tutoring should be directed to the Student Success Specialist and Tutor Coordinator in Augusta or Bangor, or to student services staff at the University College Centers.

Math Labs & Writing Centers: The Augusta and Bangor campuses also provide, under the administration of the academic colleges, access to dedicated faculty and students who offer individualized assistance in the development of competencies in college-level writing and mathematics.

Military and Veterans' Services

The University of Maine at Augusta is committed to working side by side with veterans (including active duty military personnel, reservists, National Guardsmen and women) and their family members who seek to further their education. UMA has developed a series of initiatives designed to make us even more veteran-friendly. Those initiatives include:

- No admission fees for undergraduate veterans or dependents.
- In-state tuition for all out-of-state veterans nationwide
- Maximum credit hours for military experience
- Exchange Library
- Veterans on-line orientation course (in development)
- Veteran-helpful withdrawal and readmission policy

UMA also assists eligible students with the process of applying for VA educational benefits and will certify enrollment for continuing students. UMA is a Service Member's Opportunity College and may award college credit for military training. For assistance with veteran benefits and certification, call (207) 621-3458. To contact UMA's Coordinator of Veterans Success, call (207) 621-3215, or visit the web page, http://www.uma.edu/admission/veterans/.

TRIO Student Support Services (formerly Cornerstone)

This is a federally-funded Student Support Services program for eligible students. TRIO's goal is to increase the college retention and graduation rates of its participants. The Program fosters a sense of community, provides opportunities for academic development, and empowers students to achieve their educational goals. Successful students are eligible to apply for grant aid. To be eligible for the TRIO Program:

- a student must be enrolled in a UMA baccalaureate degree program, **and**
- require academic support, **and**
- meet ONE of the following, additional criteria:
    - First Generation (neither parent has a baccalaureate degree), **or**
    - be of low income (usually Pell grant eligible), **or**
    - have a self-disclosed, documented disability which impacts the learning process.

Peer Coaches: Peer coaches are trained undergraduates who are available to help TRIO students succeed at UMA through student-to-student activities.

While most student services are available to all UMA students, an enrolled TRIO student may receive amplified student services, amplified tutoring, mentoring, tuition waivers for TRIO's College 100 course, and more proactive support from the TRIO staff.

ACADEMIC SUPPORT SERVICES

Academic Advising Services

The Academic Advising department at UMA is designed to encourage, enhance, facilitate, and promote student success. Advising staff help students locate helpful resources and services, obtain information, plan their academic programs, and establish career goals. Advising staff also work with prospective, new transfer, and returning students providing unofficial transcript reviews. Additionally, all UMA degree candidates are assigned an academic advisor, typically a faculty member in their program, who may provide detailed program information and professional guidance in the student's field of study. Faculty advisors, professional staff, and peer (student) advisors collaborate to explain course requirements in degree programs, discuss placement test results and course prerequisites, assist students with appropriate course sequencing, help students arrange class schedules consistent with their goals and priorities, discuss transfer opportunities, explain University policies and procedures, and clarify issues which may affect a student's academic and career decisions. In addition to these advising services, this office also offers the following services:

Internal Transfer

The advising staff process and professionally advise students who request to change programs/majors, add minors, and declare concentrations. Students often consult with staff to explore options prior to making changes. Once changes are processed, students receive updated information reflecting their new academic requirements

International Student Assistance

The staff in the Academic Advising office assist international students studying at UMA with questions and paperwork related to practical training, optional training, and travel on a F1 visa.

Testing and Assessment (Prior Learning Assessment)

The Academic Advising staff coordinates and administers prior learning assessment at UMA. Tools and strategies include placement tests in reading, writing, and mathematics for incoming students, credit-by-examination programs including CLEP, DANTES, challenge exams, advanced placement and credit via portfolio assessment.

Bookstore

The UMA Bookstore is a full service university bookstore, located in the Richard Randall Student Center on the Augusta campus. The bookstore is dedicated to providing outstanding customer service to the University and the local community. In addition to required textbooks for on-site University of Maine at Augusta courses and University College courses, study aids are also available. The bookstore carries a wide variety of imprinted merchandise, including clothing, ceramics and glassware, school supplies, stuffed animals, snacks, and graduation memorabilia. Gift cards may be purchased in any denomination. Textbooks, imprinted merchandise, and gift cards may also be purchased through the bookstore website at www.umabookstore.com During the beginning of each semester, the bookstore is open for extended hours. Hours are posted on the website and in the semester course guide. For further information, please call 1-800-621-0083.

Bangor: For student convenience, textbooks for classes held at the Bangor campus may be purchased at the bookstore on the Bangor campus. The Bangor campus bookstore also stocks a limited amount of imprinted merchandise and school supplies, and is open for a period of three weeks during the beginning of each semester. Hours are posted at www.umabookstore.com and in the semester course guide. To contact the Bangor campus bookstore during business hours, please call 207-262-7830.

Computer Labs/Classrooms

The University of Maine at Augusta has state-of-the-art computer labs available for student use, as well as for classes and training. There are two computer classrooms and one computer lab on both the Augusta and Bangor campuses. The student use technology funds are used to maintain all student computer labs and classrooms.

Upon registration, students are automatically assigned a user ID that provides access to lab computers and e-mail. This account must be activated in order to use academic resources, such as our course management system - BlackBoard, the

UMA Portal, the computer labs, and the wireless network.

The UMA Portal has easy access and single sign-on to all your technology needs: BlackBoard, MaineStreet, Gmail, etc. Go to my.uma.edu and explore the portal.

To request additional information, lab hours, or for information on how to activate your ID, call or stop by:

Augusta	207-621-7400 or 1-800-696-4357	Katz Library, student PC lab
Bangor	207-621-7400 or 1-800-696-4357	Eastport Hall, room 121

Cultural Opportunities

New experiences with the arts and humanities are a vital part of any college career. At UMA there are many opportunities to observe and participate in music, theater, writing, poetry, dance, and the visual arts and crafts.

Danforth Gallery Lounge: On the Augusta campus, the Danforth Gallery in Jewett Hall schedules four to six major exhibits each year. A UMA student art show, as well as an architecture show, is presented annually and a faculty show is scheduled periodically. The final show each year features the work of the graduating art majors. Recent exhibits have included 81 Degrees of Separation; Works by members of the Soulisquoy Printmakers, Orkney, Scotland and Circling the Square Fine Art Press, Gardiner, Maine, and Reconfigured: Five Contemporary Artists Exploring the Future. One-person shows by Maine artists are featured in the lobby of the library.

Jazz Week: As part of its Contemporary and popular music Program, UMA has numerous ensembles; near the end of each semester, these groups perform a complete week of free concerts beginning on a Sunday afternoon and running through the following Saturday night. Listening to groups such as Jazz on Tour, Fusion Ensemble, and Big Band, audiences begin to recognize and appreciate the essence of jazz improvisation.

Colloquium Series: UMA has initiated and institutionalized a colloquium series on the Augusta and Bangor campuses. Adopting a yearly theme, the Colloquium Committee selects a book appropriate for use in a variety of disciplines and designs appropriate inter-disciplinary programming. Recent themes include Borders, Peace and War, Immigration and Food.

Terry Plunkett Maine Poetry Festival: This annual weekend event honors the memory of UMA poet and Professor of English Terry Plunkett. It gathers poets and students from all over Maine to read and celebrate poetry, and to discuss its crafting. Incorporating UMA's annual theme, the festival features a panel of poets examining its cultural relevance.

Developmental Studies

Developmental Studies courses are designed for students whose placement test scores indicate a need to build their basic skills in mathematics, reading, and/or writing. Faculty who teach these classes offer course work of a highly individualized nature. These courses carry credit towards a student's load for financial aid purposes, but do not count towards "satisfactory academic progress." Credit earned for developmental studies course work cannot be applied towards graduation, since these are pre-college level courses. A minimum grade of "C" is required to pass all developmental courses.

Libraries

The Bennett D. Katz Library: Located on the Augusta Campus, the Bennett D. Katz Library is a state-of-the-art student information center and library. In addition to the traditional responsibilities of selecting and providing access to curriculum-related materials, the Library pays special attention to helping students become information literate and able to:

- Define individual information needs
- Identify possible sources of information and conduct general searches
- Make resource selections based on need
- Evaluate the usefulness and appropriateness of the information
- Apply the information found to satisfy individual questions and interpret its meaning

The Library houses 45,000 bound printed volumes and a wide range of multi-media items. Students have online access to articles from 300 journals (in paper and online format) and through online indexes and full-text databases. UMA is a partner in the University of Maine System online library system that provides instant access to all materials in every University of Maine System library - over 3 million catalogued items. Over 7 million items are available through Maine Info Net. Rapid courier delivery is available to move materials to and from each campus and university center. Students may also access

online resources and virtual reference support from their home or office.

The Library includes 100 seats for study and research, a strong and well-respected online a paper reference collection, public access computer stations, and a large selection of student artwork. The Library provides an adaptive workstation to assist students who have visual or hearing impairments. Wireless laptops can be checked out for research and word processing.

For more details about the library and access to all online resources, visit the UMA Libraries at www.uma.edu/libraries.html or call 207-621-3349 or 1-877-862-1234, ext. 3349.

The Bangor Campus Library: Located in Belfast Hall, the UMA Bangor Library houses more than 25,000 books, 400 videocassettes and 180 journals. All students, employees, and community members are welcome to visit and use the library. There is plentiful study space as well as room for quiet, small-group work. UMA Bangor Library staff members provide instruction in academic classes and in the library to further the cause of information literacy. Call 207-262-7900.

New Ventures

Individuals returning to school or the work force after an absence of many years or those considering a career change may receive assistance at both UMA campuses, at most University College Centers, and in other communities throughout the state. Services include training programs and one-on-one assistance in personal assessment, in-depth career counseling, job-seeking skills, labor market information, financial management, and asset development resources, such as Family Development Accounts, to help pay for education. An award-winning entrepreneurship program, New Ventures, provides training to individuals who want to start their own businesses; graduates are eligible to apply for three academic credits through the College of Professional Studies. Some of New Venture's career and business planning workshops and classes are now offered online; check out their website at http://newventuresmaine.org/ for additional training information. Information about community agencies and services is available, as is leadership and advocacy development.

Off-Campus Library Services

Off-Campus Library Services (OCLS) provides library services to distance students, staff, and faculty of the University of Maine System. A service of University College, OCLS provides access to the same information and library science available to students on campus. A few of the specialized services provided by OCLS librarians are described below. For more information, call the OCLS office located at UMA (1-800-339-7323).

- Research Support: The librarians are available to support class projects involving library research and document delivery. For research support call the OCLS office.
- Information Literacy Skills Instruction: Professional librarians from the OCLS and UMA are dedicated to helping students find and use relevant library materials via the University's digital library or other access tools.
- Reserve Material: The OCLS office staff can create an electronic (downloadable) reserve collection for any class, at any location.
- Library Contacts: Beginning in July, 2012, the UMA Library in Augusta is home to the University of Maine System's Off Campus Library Services and all services are being supported by the entire UMA Library staff.

  Local Calls: (OCLS) 207-621-3345
  (UMA Library) 207-621-3349
  Toll Free in Maine: 1-800-339-7323
  Toll Free Out-of-State: 1-888-266-4950
  WEB: http://learn.maine.edu/library/

Registrar

The Registrar's Office maintains a student's official academic record and provides other types of support.

Academic Records: The Registrar's Office issues official transcripts upon request. The Registrar works with students and faculty to resolve grading concerns, issues "good student" grade verifications that may qualify students for automobile insurance discounts, processes "in-school" deferments and, with appropriate documentation, updates students' names.

Registration: The office processes registrations, add-drops, and withdrawals. It also processes loan deferments and other enrollment verifications.

VA Certification for Educational Benefits: Staff in the Registrar's office certify eligible students for veteran's educational benefits. A student receiving VA benefits must submit a "request for certification" every semester. The request form is available online at https://secure.uma.edu/veteran_certification/ .

POLICIES ON NON-DISCRIMINATION, SEXUAL HARASSMENT AND STUDENT CONFIDENTIALITY

Nondiscrimination

In complying with the letter and spirit of the applicable laws and in pursuing its own goals of diversity, the University of Maine System shall not discriminate on the grounds of race, color, religion, sex, sexual orientation, including transgender status and gender expression, national origin or citizenship status, age, disability, or veteran status in employment, education, and all other areas of the University. The University provides reasonable accommodations to qualified individuals with disabilities upon request.

Questions and complaints about discrimination in any area of the University should be directed to Director of Human Resources, Amie Parker, University of Maine at Augusta, 46 University Drive, Augusta, Maine 04330, telephone (207) 621-3448 (voice) or 1-800-316-3600 (TTY).

Inquiries or complaints about discrimination in employment or education may also be referred to the Maine Human Rights Commission. Inquiries or complaints about discrimination in employment may be referred to the U.S. Equal Employment Opportunity Commission.

Inquiries about the University's compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, and national origin; Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability; Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex; and the Age Discrimination Act of 1975, which prohibits discrimination on the basis of age, may also be referred to the U.S. Department of Education, Office for Civil Rights (OCR), Boston, MA 02110-1491, telephone (617) 289-0111 (voice) or (617) 289-0150 (TTY/TDD). Generally, an individual may also file a complaint with OCR within 180 days of alleged discrimination.

Sexual Harassment

Sexual harassment of either employees or students is a violation of federal and state laws. It is the policy of the University of Maine System that no member of the University System community may sexually harass another. In accordance with its policy of complying with non-discrimination laws, the University System will regard freedom from sexual harassment as an individual employee and student right which will be safeguarded as a matter of policy. Any employee or student will be subject to disciplinary action for violation of this policy.

In conformance with this policy, the University of Maine System will ensure fair and impartial investigations that will protect the rights of the person(s) filing sexual harassment complaints, the person(s) complained against, and the institution or unit. Retaliation against anyone who makes a complaint of sexual harassment or who is involved in a complaint process will not be tolerated.

Consenting relationships may constitute sexual harassment under this policy. When a professional power differential exists between members of the University of Maine System and a romantic or sexual relationship develops, there is a potential for abuse of that power, even in relationships of apparent mutual consent. Faculty and staff members are strongly advised not to engage in such relationships. Further, the University System prohibits the abuse of power in romantic or sexual relationships.

To assure that power is not abused and to maintain an environment free of sexual harassment, a faculty or staff member must eliminate any current or potential conflict of interest by removing himself or herself from decisions affecting the other person in the relationship. Decisions affecting the other person include grading, evaluating, supervising, or otherwise influencing that person's education, employment, housing, or participation in athletics or any other University System activity.

Definitions:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education;
2. Submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting that individual; or

3. Such conduct has the purpose or effect of interfering with an individual's academic or work performance or creating an intimidating, hostile or offensive employment, educational or living environment.

Questions and complaints about sexual harassment should be directed to Sheri R. Stevens, Executive Director of Administrative Services, 46 University Drive, Augusta, Maine 04330, telephone (207)-621-3100 (voice) or 1-800-316-3600 (TTY).

Student Confidentiality Under the Family Educational Rights & Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law designed to protect the privacy of a student's education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student, or former student, who has reached the age of 18 or is attending any school beyond the high school level. Students and former students to whom the rights have transferred are called eligible students.

Eligible students have the right to inspect and review all of the student's education records maintained by the school. Schools are not required to provide copies of materials in education records unless, for reasons such as great distance, it is impossible for eligible students to inspect the records. Schools may charge a fee for copies.

Eligible students have the right to request that a school correct records believed to be inaccurate or misleading. If the school decides not to amend the record, the eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the eligible student has the right to place a statement with the record commenting on the contested information in the record.

Generally, schools must have written permission from the eligible student before releasing any information from a student's record. However, the law allows schools to disclose records, without consent, to the following parties:

- school with a legitimate educational interest
- other schools to which a student is transferring
- specified officials for audit or evaluation purposes
- appropriate parties in connection with financial aid to a student
- organizations conducting certain studies for the school
- accrediting organizations
- individuals who have obtained court orders or subpoenas
- persons who need to know in cases of health and safety emergencies
- state and local authorities, within a juvenile justice system, pursuant to specific state law

Under FERPA, directory information may be publicly shared unless the student specifically requests that directory information not be released. The University of Maine System has designated the following as directory information:

- name
- address
- telephone number
- University e-mail address
- date of birth
- current major
- grade level
- degrees, honors and awards
- enrollment status (full/part time)
- dates of attendance
- most recent previous educational institution attended
- participation in sports activities
- appropriate personal athletic statistics

Jeanne Clery Disclosure Act

The University of Maine at Augusta issues an annual security report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998. This report contains safety and security policies and procedures for students, employees, and visitors as well as selected crime statistics. To view a copy of this report visit http://www.uma.edu/compliance/annual-security-report/ or you can obtain a copy from the Office of Administrative Services, University of Maine at Augusta, 46 University Drive, Augusta, Maine 04330 (207)-621-3100 or toll-free in-state 1-877-UMA-1234).

PROGRAMS OF STUDY

UMA has distinguished itself by offering top-quality, career-focused degree programs designed for today's workplace.

UMA offers 7 post-baccalaureate programs and 20 different baccalaureate programs that include numerous opportunities for specialized concentration within a major. We also offer select associate degrees in 11 different programs as well as 42 minors and 37 certificate programs.

Post-Baccalaureate Degree Programs	Delivery Area
Accounting	Online
Business Administration	Online
Computer Information Systems	Online
Cybersecurity	Online
Justice Studies	Online
Mental Health & Human Services	Online
Public Administration	Online

Baccalaureate Degree Programs	Delivery Area
B. Applied Science	Online (*not all minors available online)*
B. Architecture, professional 5-year degree	Augusta
B.A. Art	Augusta
B.S. Aviation *Concentrations available in: Flight Instructor, or Unmanned Aircraft Systems*	Augusta
B.A. Biology	Augusta
B.S. Business Administration Majors in: Accounting *Concentrations in: Financial Accounting, Management Accounting, or Governmental Accounting* Management *Concentrations in: Executive Management, Computer Information Systems, Financial Services, Public Administration, or Small Business*	Online
B.S. Computer Information Systems *Concentrations available in: Data Science; Information Systems Security; Networking; Software Development; or Web Development,*	Online
B.M. Contemporary and Popular Music *Concentration available in Music Education*	Online
B.S. Cybersecurity *Focus areas available in: Information Assurance, Network Security Analyst; or Cyber Forensics*	Online
B.S. Dental Hygiene	Bangor – *BS completion - Statewide*
B.A. English *Concentrations available in: Cultural Studies, or Writing*	Augusta, Bangor
B.S. Information and Library Science	Online
B.A. Interdisciplinary Studies	Online
B.S. Justice Studies *Concentration available in: Criminal Justice*	Online

B.A. Liberal Studies	Online (*not all minors available online)*
B.S. Mental Health and Human Services	Online
Concentrations available in: Addiction Counseling, Adult Mental Health Rehabilitation, or Child & Family Services	
B.S. Nursing	Statewide – *BS Completion*
B.S. Public Administration	Online
B.A. Social Science	Online
Concentrations available in: Administrative & Organizational Behavior, Gerontology, or Psychology	
B.S. Veterinary Technology	Bangor
Concentrations available in: Biology, Business, or Small Business	

Associate Degree Programs	**Delivery Area**
A.S. Business Administration	Online
Concentrations in: Accounting, Financial Services, Management, Management Information Systems, or Small Business	
A.S. Computer Information Systems	Online
A.S. Contemporary and Popular Music	Augusta
A.S. Dental Assisting	Augusta, Bangor
A.S. Dental Hygiene	Bangor
A.S. Information and Library Science	Online
A.S. Justice Studies	Online
A.A. Liberal Studies	Online
Concentration available in: Women and Gender Studies	
A.S. Medical Laboratory Technology	Statewide
A.S. Mental Health and Human Services	Online
A.S. Public Administration	Online

Minors	**Delivery Area**
Accounting	Online
Addiction Studies	Online
Advocacy	Online
American Studies	Augusta & Bangor
Art	Augusta
Behavioral Sciences	Online
Biology	Statewide
Business Administration	Online
Computer Information Systems	Online
Computer Networking	Online
Cyber Forensics	Online
Cyber Security	Online
Early Childhood Education (Birth-5)	Statewide
Early Childhood Services	Online
Early Elementary Teacher (K-3)	Statewide
Elementary Education (K-8)	Statewide
English	Augusta & Bangor
Financial Services	Statewide
Fraud Examination	Statewide
French *(Language and Language/Culture Tracks)*	Augusta
Geriatric Human Services	Statewide
Grief, Loss and Trauma	Online

History	Statewide
Holocaust, Genocide and Human Rights Studies	Augusta
Human Resource Management	Online
Human Services	Online
Information and Library Science	Online
Justice Studies	Online
Mathematics	Statewide
Music	Online
Music Business	Online
Natural Science	Statewide
Philosophy	Online
Photography	Augusta
Psychology	Online
Public Administration	Online
Secondary Education	Statewide
Self-Designed	will vary by topic
Small Business Management	Online
Sociology	Online
Web Applications	Online
Women and Gender Studies	Augusta & Bangor

Certificate Programs	Delivery Area
Accounting	Online
Child & Youth Care Practitioner	Online
Community Policing	Augusta, Bangor
Crime Analysis and GIS	Augusta
Customer Service and Telecommunications	Augusta, Bangor
Cyber Forensics	Online
Cyber Security	Online
Dental Assisting	Augusta, Bangor
Digital Forensics	Statewide
Domestic Public Service	Online
Domestic Service	Online
Early Childhood Teacher (Birth-5)	Statewide
Early Elementary Teacher (K-3)	Statewide
Elementary Education (K-8)	Statewide
Forensic Science -- Investigation Focus	Augusta
Forensic Science -- Scientific Focus	Augusta
Fraud Examination	Statewide
French	Augusta
Government Management	Augusta
Health Informatics	Online
Human Resource Management	Online
Human Services	Online
Information Assurance	Online
Information and Library Science	Online
International Public Service	Online
International Service	Online
Mental Health Rehabilitation Technician/Community	Online
National Security	Statewide
Network Security Analyst	Online
Paralegal Studies	Augusta, Bangor
Psychiatric In-Patient Care	Online
Secondary Education	Statewide

Secondary Education -- Mathematics Content	Statewide
Secure Application Development	Online
Social Media	Online
Substance Abuse Rehabilitation Technician	Online
Web Development	Online

IN ORDER TO EARN A UMA CERTIFICATE, STUDENTS MUST APPLY IN WRITING TO THE OFFICE OF THE REGISTRAR. CONTACT:

www.uma.edu/registrar.html

(207) 621-3185 or any UMA campus or University College Outreach Center

Applied Science

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Terry Lawson
Website: www.uma.edu/academics/programs/applied-science/

Intro/Overview
Students who have earned an Associate of Applied Science or Applied Arts (AAS/AAA) Degree in a technical or vocational area from one of the campuses of the Maine Community College System or similar institution may elect to pursue UMA's Bachelor of Applied Science Degree to broaden their professional horizons.
Choose a minor that will help you advance within places of employment, improve the effectiveness of your own business, or simply broaden your outlook on the world. Under the approved program, the Maine Community College System's Associate of Applied Science Degree, or an equivalent, will transfer in approximately 60 credit hours, or 20 courses, including 19-21 credits hours of general education requirements and a maximum of 39-41 credit hours of technical/trade courses.

Program Objectives
Students who graduate with a Bachelor of Applied Science will be prepared to start a small business, enter a graduate program, advance within a business that employs the student, improve the effectiveness of their small business, redirect their career path, and/or be a lifelong learner. This program provides students the opportunity to transfer an Associate of Applied Science or Applied Arts from one of the Maine Community Colleges or similar institution into UMA to enhance their applied science knowledge with a broad liberal arts background of English, communications, social and natural science, humanities, fine arts, and mathematics. Students will declare a minor to focus on a specific knowledge area. The minors which are available are: accounting; addiction studies; art; behavioral sciences; business administration; early childhood services; English; financial services; geriatric human services; holocaust, genocide and human rights studies; information and library science; justice studies; mathematics; photography; political science; public administration; small business management; and women's studies.

Learning Outcomes
At the time of graduation, the student should have:

- a well-rounded understanding of the major functional areas of their chosen minor
- well-developed written and oral communication skills
- strong analytic and critical thinking skills and the ability to:
- utilize current technology
- understand ethical decision models
- conduct both quantitative and qualitative analysis of problems
- form opinions based on analysis
- support conclusions with evidence

Admissions Requirements (see UMA general requirements)

Program Content
It is anticipated that the MCCS's associate of applied science graduate will transfer approximately 60 credits, including 19-21 credits of general education requirements and a maximum of 39-41 credits of technical/trade courses. The 39-41 technical/trade credits would constitute the applied science major without being named in the degree.

The general education/core courses from the MCCS will, in most instances, include: college writing, speech or technical writing, social science, lab science, mathematics, and humanities. UMA's 37 credit hour baccalaureate core and general education requirement would need to be met in order to earn the bachelor of applied science degree. This requirement consists of:

1. CORE SKILLS, COMPETENCIES, AND ABILITIES (15 credits)
    a. Written Communication (6 credits) -- ENG101 and 3 credits from ENG102W, or 317W
    b. Writing Intensive Course (3 credits)
    c. Oral Communication (3 credits)
    d. Mathematics (3 credits) - MAT100 or higher

2. GENERAL EDUCATION REQUIREMENTS (25 credits)
    a. Humanities (6 credits)
    b. Fine Arts (3 credits)
    c. Natural Science with a Laboratory (4 credits)
    d. Computer Science (3 credits) – CIS 100 or CIS 101
    e. Math, Science, or Computer Science (3 credits)
    f. Social Sciences (6 credits)

* All core and general education courses will address issues of diversity.
The student would need to declare a minor which is identified as at least 18 credit hours.
All students are required to complete the capstone course, INT 385w (3 credits).
Finally, a minimum of 30 credits of the required 121 credit hours must be at the 300-400 level and a minimum of 6 of those credits must be in the minor. BAS majors will be assigned faculty academic advisors based upon their selected minor.

BACHELOR OF APPLIED SCIENCE DEGREE COMPLETION OPTIONS:

Graduates of a dental assisting program accredited by a CODA accredited institution can be considered for admission into the Bachelor of Applied Science Degree Completion Program at UMA.

Graduates of an FAA certified school may transfer 27-33 credits in AVI courses to create a concentration of aviation science within the BAS degree.

Concentration in Aviation Science

Private Pilot Certification (6 credits)
Instrument Rated Certification (6 credits)
Commercial Pilot Certification (15 credits)
Flight Instructor Instrument Certification (6 credits)

A maximum of 41 credit hours will be applied to the BAS degree. Students can enter this program without Flight Instructor Certification but must take an additional 6 credits in AVI courses at UMA for a minimum of 33 AVI credits.

APPLIED SCIENCE, BACHELOR OF

ADMISSIONS REQUIREMENTS:

- ❑ Associate degree from an accredited institution with applied science/arts major **or**
- ❑ 41 credit hours of applied science/arts credits **or**
- ❑ Completion of an FAA certified Flight Instructor Instrument Rated Certification or Commercial Pilot Certification
- ❑ Students MUST declare a minor as part of the BAS degree requirements

BACHELOR DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

CAPSTONE REQUIREMENT (3 CREDIT HOURS):

- ❑ INT 385W Portfolio Preparation and Presentation (3)

PROGRAM REQUIREMENTS (37 CREDIT HOURS):

- ❑ Complete one of the following Communications electives (3) ★:
  COM 101 Public Speaking
  COM 102 Interpersonal Communications
  COM 104 Communications in Groups and Organizations
  COM 106 Oral Communication of Literature
- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following English electives (3) ★:
  ENG 102W Introduction to Literature
  ENG 317W Professional Writing
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ Complete any 100-level or higher mathematics elective (3) ★
- ❑ Complete any laboratory science elective (4) ★
- ❑ Complete one of the following Computer Information Science electives (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ Complete any math, science or computer science course (3)

- ❑ Complete two of the following Social Science electives (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (81 CREDIT HOURS):

- ❑ Complete 27 credits of upper-level (300-400 level) electives, 6 credits of which must be in the discipline of the minor (27)
- ❑ Complete 54 credits of 100-level or higher general electives to reach the required 121 credit hour requirements (54) ***Once admitted to the BAS degree, the number of electives will vary by individual student, depending on the amount of transfer credits.***

MINOR

- ❑ Students completing the Bachelor in Applied Science **must** complete a minor. UMA minor options can be found at www.uma.edu/academics/checksheets/

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Architecture

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Eric Stark (eric.stark@maine.edu)
Website: www.uma.edu/academics/programs/barch/

Intro/Overview

The University of Maine at Augusta's **Bachelor of Architecture** program (B.Arch) is a five-year professional degree program designed for qualified students from Maine, northern New England, and beyond. The design-based curriculum focuses on essential design tools in conjunction with building technology and issues of sustainability as they relate to human experience.

UMA Architecture's Mission: ***Architecture through Engagement***. Our mission expresses who we are: SMALL…INTEGRATED…HANDS-ON. This fundamentally means we are about people: our students, our faculty, and our community partners. We teach architecture through engagement, educating and empowering students to explore, investigate, and analyze the built environment. Engagement brings students into active contact with each other, their coursework, and our community partners.

In the United States, most state registration boards require a degree from an accredited professional degree program as a prerequisite for licensure. The National Architectural Accrediting Board (NAAB), which is the sole agency authorized to accredit U.S. professional degree programs in architecture, recognizes three types of degrees: the Bachelor of Architecture, the Master of Architecture, and the Doctor of Architecture. A program may be granted a 6-year, 3-year, or 2-year term of accreditation, depending on the extent of its conformance with established educational standards.

Doctor of Architecture and Master of Architecture degree programs may consist of a pre-professional undergraduate degree and a professional graduate degree that, when earned sequentially, constitute an accredited professional education. However, the pre-professional degree is not, by itself, recognized as an accredited degree.

The University of Maine at Augusta, College of Arts & Sciences, Department of Architecture is pursuing the following NAAB accredited degree program(s): **Bachelor of Architecture** (150 Undergraduate Credits)

Program Objectives

The vision of the UMA B.Arch program is to instruct our students to view architecture as a humanistic and professional discipline, which synthesizes an integrated understanding of various disciplines. We see the education of an architect as an investigation into how the designed environment affects psychological and social behavior.

The UMA B.Arch achieves this through teaching, scholarship, creative work, research, service to the greater community, and an integrated curriculum. The program is committed to the highest ideals of the profession and culture of architecture. In the end, our primary goal is to create lifelong learners and problem solvers, while preparing our graduates for employment or advanced study

Learning Outcomes

The National Architectural Accrediting Board (http:/www.naab.org) has established Conditions of Student Performance to assure that graduates of professional architecture programs possess the minimum skills and knowledge necessary for completing the internship prior to professional licensure. Upon graduation, an UMA Bachelor of Architecture student will:

- **Graphics & Communication**
  Be able to utilize drawing, architectural drafting, model building skills and digital technology as tools in solving design problems, and be able to use these tools to foster visual and verbal communication.
- **Design Process**
  Be able to identify, formulate, effectively communicate and address the critical problems, limitations and issues involved in solving architectural design problems through knowledge of architectural history, theory, and practice.

- **Community & Culture**
  Be able to demonstrate through creative application an understanding of his or her role in the local and global community based in an exposure to a variety of ideas, cultures and climates.
- **Sustainability & Technology**
  Be able to integrate principles of sustainability and building systems in solving architectural design problems.
- **Professionalism**
  Be able to demonstrate an understanding of leadership and professional practice, and be prepared to contribute to the profession at an entry level.

Academic Advising

All students are required to meet with their advisors prior to registration. An advisor's signature or electronic equivalent is required for registration. Students are encouraged to continue to meet with their advisors on a regular basis to help ensure a productive and meaningful college experience.

Admissions Requirements

Applications are due on January 31 of each year, with rolling admissions open until the entering class is filled. See www.uma.edu/academics/programs/barch/apply/ for the most current application requirements.

ARCHITECTURE, BACHELOR OF

BACHELOR OF ARCHITECTURE ADMISSIONS REQUIREMENTS:

- ❑ High School Diploma **or** General Equivalency Diploma (GED)
- ❑ Verbal SAT score of 530 or higher **or**
  - o ENG 100 Introduction to Academic Reading and Writing **or** course waiver
- ❑ Math SAT score of 540 or higher, **or**
  - o MAT 111 Algebra II **or** course waiver
- ❑ Two Letters of Recommendation and/or Teacher Evaluations
- ❑ Design Document Submission: Portfolio or Artistic Review Challenge (a portfolio may be required for transfer or current UMA students. Please see www.uma.edu/academics/programs/barch/apply/ for detailed information)
- ❑ Personal Interview (optional)
- ❑ Transfer Applicants: Official College Transcripts
- ❑ Transfer, Current & Alumni Applicants: Minimum Cumulative G.P.A.: 3.0

Admission to the Bachelor of Architecture program is selective. Students must complete the above requirements to be eligible for consideration.

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 150 Credit Hours
- ❑ Writing Intensive Course
- ❑ Information Literacy to be met
- ❑ Diversity Requirement to be met
- ❑ Minimum Cumulative G.P.A.: 2.50
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.50

PROGRAM MAJOR REQUIREMENTS (98 CREDIT HOURS):

- ❑ ARC 101 Introduction to Architectural Graphics & Design Communication (4)
- ❑ ARC 102 Architectural Design I (4)
- ❑ ARC 110 Introduction to Architectural Representation (3)
- ❑ ARC 120 Introduction to Digital Tools in Architecture (3)
- ❑ ARC 123 The Principles & Philosophy of Architecture (3)
- ❑ ARC 203 Architectural Design II (4)
- ❑ ARC 204 Architectural Design III (4)
  - o Portfolio Review after ARC 204: Passing necessary for advancement to ARC 305
- ❑ ARC 212 Building a Human World (3)
- ❑ ARC 221 Concepts of Structure (3)
- ❑ ARC 231 Architectural Materials and Methods (3)
- ❑ ARC 241 Architectural Research & Analysis (3)
- ❑ ARC 251 Sustainable Design Concepts (3)
- ❑ ARC 261 Computer Aided Design & Drafting (3)
- ❑ ARC 262 Building Information Modeling (3)
- ❑ ARC 305 Architectural Design IV (4)
- ❑ ARC 306 Architectural Design V (4)
- ❑ ARC 322 Concepts of Structure II (3)
- ❑ ARC 332 Construction Techniques (3)
- ❑ ARC 350 Mechanical Systems in Architecture (3)
- ❑ ARC 361 Portfolio Development (1)
- ❑ ARC 406 Architectural Apprenticeship (1)
- ❑ ARC 407 Architectural Design VI (4)
- ❑ ARC 408 Architectural Design VII (4)

- Portfolio Review after ARC 408: Passing necessary for advancement to ARC 509

- ❑ ARC 421 Professional Practice (3)
- ❑ ARC 431 Architectural Theory (3)
- ❑ ARC 441 Architectural Travel Experience (3)
- ❑ ARC 509 Architectural Design VIII - Pre Thesis (4)
- ❑ ARC 510 Architectural Design IX - Thesis Capstone (6)
- ❑ Complete two upper-level (300-400) Architecture electives, one of which must be technology centered. (Having "technical" in the elective course title denotes this.) (6)

OTHER PROGRAM REQUIREMENTS (43 CREDIT HOURS):

- ❑ ARH 105 History of Art and Architecture I (3)★
- ❑ ARH 106 History of Art and Architecture II (3) ★
- ❑ ARH/ARC 312 History of Modern Architecture (3)
- ❑ ART 115 Drawing I (3) ★
- ❑ Complete two art electives (6)
- ❑ Complete any 100-level Communications course (3) ★
- ❑ Complete one of the following Computer Information Systems electives (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following English electives (3) ★:
  ENG 102W Introduction to Literature
  ENG 317W Professional Writing
- ❑ Complete one of the following math courses (3) ★:
  MAT 112 College Algebra
  MAT 124 Pre-Calculus
  MAT 125 Calculus I
- ❑ PHY 115 General Physics I + lab (4) ★
- ❑ Complete two of the following Social Science electives (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (9 CREDIT HOURS):

- ❑ Complete 9 credits of any 100-level or higher electives (9)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Art

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Robert Katz (Fall 2016)/Susan Stoddard (Spring 2017)
Website: www.uma.edu/academics/programs/art/

Intro/Overview

The Bachelor of Arts in art degree is an innovative program designed in collaboration with the University of Maine at Farmington. An understanding between the two schools affords students access to more extensive and better equipped facilities, combined library resources, a more diverse faculty, and adds more depth and breadth to the educational experience than a student might experience at a single campus. In addition, the gallery programs at both schools are enhanced by sharing visiting artists, exhibitions and publications.

The Bachelor of Arts is a program designed to encourage critical thinking and creative problem solving, which are requisite skills for functioning in today's complex global society. Rigorous undergraduate studies in the art provide the structure and opportunities for students to develop these skills. In addition, students are afforded the freedom and support to evolve their own creative potential, which is linked to the study of achievements of artists past and present. Students complete the art foundations and then progress into a specific art concentration area.

Portfolio Review - Once students have finished their foundation courses (ARH 105, 106, ART 112,113,115 and 215), they are encouraged to submit their work for a portfolio review. A committee of fulltime and adjunct faculty from all studio areas – ceramics, drawing, painting, photography, printmaking, and sculpture- will come together and review portfolios of student work. The committee will determine if the student has a body of work that displays the craft, composition, and conceptual foundation needed to succeed in the advanced studio courses. All students are required to pass the portfolio review before declaring a concentration and taking any 300 ART/PHO level classes, except ART 315. Reviews typically take place at the end of the Fall and Spring semester.

Mode of Delivery

The Bachelor of Art in Art is offered live in Augusta [and Farmington]

Learning Outcomes – Graduates of the UMA Art Department will be able to do the following:

- Think critically, integrate research from a multiplicity of resources and creatively solve problems
- Create, share, deconstruct and understand visual images, which are an essential component of 21st century culture
- Prepare a quality application for post-baccalaureate degree programs in the arts with a documented portfolio of a thematic body of work, artist statement and letter of intention
- Demonstrate a strong foundation and understanding of the elements and principles of art and design
- Demonstrate an understanding of major art movements and significant artists past and present
- Create a body of work and understand professional practice expectations in order to exhibit professionally
- Effectively advocate for art both within the various disciplines and within the community
- Understand the creative potential of new technologies

Academic Advising
Art majors are advised by full-time faculty members and are required to meet with their advisors prior to registration. An advisor's signature or electronic equivalent is required for registration. Students are encouraged to continue to meet with their advisors on a regular basis to help ensure a productive and meaningful college experience.

Admissions Requirements (see UMA general requirements)

Transfer Students:

- A minimum over 2.5 GPA and a 3.0 GPA in any art courses are required
- Transfer students must complete a minimum of 30 credits in the major at UMA or UMF

Graduation Requirements
Upon successful completion of the program requirements listed below, the student will be awarded a bachelor of arts in art degree.

- Completion of 121 semester hours of credit
- Minimum cumulative GPA of 2.00
- Completion of the General Education Requirements

- Completion of Major Requirements

Career Opportunities

Skills You'll Acquire

As a UMA Art student, you'll develop abilities ranging from specific knowledge of the artistic expression to analysis of art works, their quality, purpose, and meaning. Critical thinking and writing skills, along with an understanding of materials and process, will enable you to contribute to and succeed in many professions. The following is a selected list of skills and abilities acquired through the study of art:

Organization
- Visual organization
- Organizing in 3-D
- Accurate observation & recording
- Planning
- Working independently
- Attending to details

Analysis/Technical
- Evaluating aesthetic
- Analyzing data
- Applying knowledge creatively
- Working with tools
- Working with hands

Communications
- Communicating images
- Communicating concepts
- Visual communication
- Expressing ideas through various media
- Understanding art as a cultural and social phenomenon

Artistic
- Strong color sense
- Sensitivity to beauty
- Aesthetic awareness
- Sketching/drawing
- Demonstrating artistic expression

Careers You Can Seek
Our B.A. degree in Art can serve as a foundation for many diverse career paths. The selected list below offers a few options that may be available to you.

Fine Arts & Crafts
- Potter
- Photographer
- Jeweler
- Weaver
- Glass Blower
- Basket Maker
- Printmaker
- Furniture Maker
- Painter

Education/Community
- Teacher's Aide
- Art Teacher/Professor
- City Cultural Events Planner
- Gallery/Museum Curator or Director
- Docent
- Art Critic
- Exhibition Installer

- Art Therapist
- Interior Designer

Printing & Media

- Book Jacket Designer
- Graphic Designer
- Art Director
- Greeting Card Designer
- Cartoonist
- Children's Book Illustrator
- Medical/Scientific Illustrator
- Copy Camera Operator
- Special Effects Artist

Business/Industry

- Fashion Designer/Illustrator
- Advertising Sales
- Retail Buyer
- Computer Imager
- Image Consultant
- Product/Package Designer
- Merchandise Displayer
- Artist's Agents
- Craft Shop Owner/Operator
- Industrial Designer
- Fabric Designer
- Color Separator

ART, BACHELOR OF ART

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00
- ❑ 30 Credit Hours of Upper-Level (300-400) Course Work

PROGRAM MAJOR REQUIREMENTS (66 CREDIT HOURS):

FOUNDATIONS (15 CREDIT HOURS):

- ❑ ARH 105 History of Art & Architecture I (3) ★
- ❑ ARH 106 History of Art & Architecture II (3) ★
- ❑ ART 112 2-D Design (3) ★
- ❑ ART 113 3-D Design (3)
- ❑ ART 115 Drawing I (3)

CORE (33 CREDIT HOURS):

- ❑ Complete one of the following (3):
  ARH 274 Modern Art I
  ARH 375 Modern Art II
- ❑ Complete any ARH 2xx or higher (3)
- ❑ ART 202 Electronic Arts I (3)
- ❑ Complete one of the following (3):
  ART 209 Silkscreen and Relief Printmaking
  ART 210 Intaglio Printmaking
- ❑ ART 215 Drawing II (3)
- ❑ Complete one of the following (3):
  ART 219 Sculpture I
  ART 229 Metal Sculpture
- ❑ ART 221 Painting I (3)
- ❑ ART 235 Photography I (3)
- ❑ ART 420 Senior Seminar (3)
- ❑ ART 430 Senior Project (3)
- ❑ ART 496 Art Internship (3)
- ❑ Complete 4-6 ART courses and/or 0-2 ARH courses at the 300-400 level (18)

OTHER PROGRAM REQUIREMENTS (34-36 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ Complete any 300-400 level ENG course (3)
- ❑ Complete a two-semester sequence of the same Foreign or American Sign language or history sequence (6-8)
- ❑ Any 100-level mathematics course (3) ★
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ Complete one of the following Computer Information Systems electives (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science

- ❑ Complete two of the following Social Science electives, ***from two different disciplines*** (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (19-21 CREDIT HOURS):

- ❑ Complete 19-21 credits of any 100-level or higher electives (19-21) ***no more than 9 credits may be designated as ART***

Students must take 30 credits at the 300-level or higher. Students interested in the Elementary Education minor or Secondary Education minor should focus electives based upon those curriculums and plan on at least one additional semester to complete the 12-15 credit student teaching component.

GENERAL EDUCATION:

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Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

PORTFOLIO REVIEW TIPS, GUIDELINES AND REQUIREMENTS

What is Portfolio Review?
A committee of fulltime and adjunct faculty from all studio areas – ceramics, drawing, painting, photography, printmaking, and sculpture- will come together and review portfolios of student work. The committee will determine if the student has a body of work that displays the craft, composition, and conceptual foundation needed to succeed in the advanced studio courses. All BA Studio candidates are required to pass portfolio review before taking any 300 ART/PHO level classes, except Art 315. Reviews typically take place at the end of the Fall and Spring semester.

When should I submit work for review?
Work should be submitted immediately after a student has completed the 100-200 level art core: ARH 105/106, ART 112, 113, 115, and 215. A student may apply if their core will be completed at the end of that semester (Ex: If you are enrolled in Drawing II and ARH106 in the Spring, you may submit for the Spring review). Your portfolio will not be reviewed if you have not completed or are currently enrolled in these courses. Transfer students with the equivalent of these courses should submit after their first semester at UMA.

What should I do before I submit?
All students are strongly encouraged to meet with both an advisor and an additional art faculty member to discuss their work and edit their portfolio before the review. Selecting quality work is a very important part of the process. Remember that many students will want to meet with faculty, so plan ahead and utilize office hours effectively.

What are the requirements?

1. A check sheet indicating the completion of the 100/200 level portion of the art core.
2. **5 monochromatic drawings**, approximately 18” x 24”, that effectively address craft and composition. **One** of these drawings must be either figurative or a self-portrait.
3. **5 additional works in any media** that effectively address craft, composition, and concept. Students are encouraged, but not required, to submit works from their proposed concentration. 3D work should be photographed from several points of view that show form and detail; dimensions should be listed in inches in the format of LxWxH. These images can be mounted on board or digitally submitted on disc as either clearly labeled JPEG or PowerPoint files.

*Note to transfer/returning students. At least 3 works must be completed within the last 3 years.

How should the work be submitted?
All portfolios must be submitted in a suitable container that can be easily packed and unpacked. Discs should be labeled and in a jewel case. Portfolios must be clearly labeled with student's name, address and telephone number. Portfolios must be delivered to the Arts and Humanities office, Jewett Hall Room 152, according to the posted dates and picked up within one week of the review.

How will I know if my portfolio was approved? What happens if I don't pass?
All students who submit work for review will receive a letter from either the coordinator of the art department or the coordinator of the photography concentration. The letter will contain an overview of the portfolio assessment. If the portfolio is passed, the student may declare an area concentration. If the portfolio did not pass, areas that need improvement will be addressed in the letter. Students that do not pass should meet with a faculty representative who teaches in an area of suggested improvement. Together they can develop a strategy for improvement. Students may submit work for review up to three times

Aviation

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Gregory Jolda
Website: www.uma.edu/academics/programs/aviation/

Program Objectives
The Aviation Program provides a Bachelor of Science degree in Aviation to students interested in becoming FAA certified commercial pilots while earning a comprehensive baccalaureate degree from an accredited university. The B.S. in Aviation is offered in collaboration/partnership with Maine Instrument Flight (MIF), a full service flight school & charter flight operation.

Students will be trained for employment within the aviation industry. With the licenses and ratings earned through completion of this program, graduates will have earned credentials needed to pursue employment as: cargo pilot, charter pilot, passenger operations pilot, military pilot, flight instructor, aerial photographer, agricultural operations pilot, traffic & news reporting pilot, public safety pilot, wildlife service pilot, tour pilot, remote location pilot and eventually as airline pilots after earning their Airline Transport Pilot rating. Many aviation occupations require bachelor's degrees as well as certification. Additionally, young graduates would be well qualified to compete for military pilot training slots.

Learning Outcomes
Upon completion of the degree, graduates will:

- qualify for employment in the air transportation industry
- qualify as instructors to others under FAA certification
- understand the physical, meteorological, mathematical, legal, security and historical aspects of flight
- exhibit an understanding of ethical and professional responsibilities

Academic Advising
Aviation majors are required to meet with their advisor prior to registration. An advisor's signature or electronic equivalent is required for registration. Students are encouraged to continue to meet with their advisor on a regular basis to help ensure a productive and meaningful college experience.

Admissions Requirements (see UMA general requirements)

AVIATION-FLIGHT INSTRUCTOR CONCENTRATION, BACHELOR OF SCIENCE

AVIATION ADMISSIONS REQUIREMENTS:

- ❑ FAA Private Pilot License
- ❑ 2nd Class Medical Certificate with a Student Pilot's License from a FAA certified Aviation Medical Examiner
- ❑ MAT 030 Algebra I *or waiver*
- ❑ High School/Transfer GPA of 2.0 ("C" average) or higher
- ❑ Personal Interview with Program Coordinator
- ❑ Introductory Flight with Maine Instrument Flight

BACHELOR DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (67 CREDIT HOURS):

- ❑ AVI/HTY 120 History of Aviation (3)
- ❑ AVI 241 Instrument Rating Ground Training (3)
- ❑ AVI 242 Instrument Rating Flight Training (3)
- ❑ AVI 341 Commercial Pilot Ground Training (3)
- ❑ AVI 342A Commercial Pilot Flight Training, Part A (2)
- ❑ AVI 342B Commercial Pilot Flight Training, Part B (2)
- ❑ AVI 343A Commercial Pilot Flight Training, Part 3 (2)
- ❑ AVI 343B Commercial Pilot Flight Training, Part 4 (4)
- ❑ AVI 320 Aviation Law (3)
- ❑ AVI 380 Human Factors in Aviation (3)
- ❑ AVI 420 Homeland Security and Aviation (3)
- ❑ AVI 441 Flight Instructor & Instrument Instructor Ground Training (3)
- ❑ AVI 442 Flight Instructor & Instrument Instructor Flight Training (3)
- ❑ AVI 450 Aerodynamics and Aircraft Performance (3)
- ❑ PHY 115 Physics I (4) ★
- ❑ PHY 116 Physics II (4)
- ❑ MTRM 101 Meteorology (4)

Business Management:

- ❑ BUA 101 Financial Accounting for Management & Decision Making (3)
- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 365 Organizational Behavior (3)
- ❑ BUA/MAT 355 Operations Research (3)
- ❑ AVI 460 Aviation Safety Seminar (3)

OTHER PROGRAM REQUIREMENTS (39 CREDIT HOURS):

- ❑ COM 101 Public Speaking (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 317W Professional Writing (3) ★

- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ CIS 100 Introduction to Computer Applications (3) ★
- ❑ MAT 111 Algebra II (3) ★
- ❑ MAT 112 College Algebra (3)
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ ECO 201 Macroeconomics (3) ★
- ❑ ECO 202 Microeconomics (3) ★
- ❑ PSY 100 Introduction to Psychology (3)

GENERAL ELECTIVES (15 CREDIT HOURS):

- ❑ Complete 15 credits of 100-level or higher general electives (15) ***A private pilots license (AVI 141 and 142) will satisfy 6 credits of the general electives.***

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

AVIATION – UNMANNED AIRCRAFT SYSTEMS CONCENTRATION, BACHELOR OF SCIENCE

AVIATION ADMISSIONS REQUIREMENTS:

- ❑ FAA Private Pilot License
- ❑ 2nd Class Medical Certificate with a Student Pilot's License from a FAA certified Aviation Medical Examiner
- ❑ MAT 030 Algebra I *or waiver*
- ❑ High School/Transfer GPA of 2.0 ("C" average) or higher
- ❑ Personal Interview with Program Coordinator
- ❑ Introductory Flight with Maine Instrument Flight

BACHELOR DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (75 CREDIT HOURS):

- ❑ AVI/HTY 120 History of Aviation (3)
- ❑ AVI 241 Instrument Rating Ground Training (3)
- ❑ AVI 242 Instrument Rating Flight Training (3)
- ❑ AVI 341 Commercial Pilot Ground Training (3)
- ❑ AVI 342A Commercial Pilot Flight Training, Part A (2)
- ❑ AVI 342B Commercial Pilot Flight Training, Part B (2)
- ❑ AVI 343A Commercial Pilot Flight Training, Part 3 (2)
- ❑ AVI 320 Aviation Law (3)
- ❑ AVI 380 Human Factors in Aviation (3)
- ❑ AVI 420 Homeland Security and Aviation (3)
- ❑ AVI 442 Flight Instructor & Instrument Instructor Flight Training (3)
- ❑ AVI 450 Aerodynamics and Aircraft Performance (3)
- ❑ COE 321 Cooperative Education/Field Experience in UAS (3)
- ❑ COE 422 Cooperative Education/Field Experience in UAS (3)
- ❑ UAS 210 Introduction to Unmanned Aircraft Systems (4)
- ❑ UAS 220 Unmanned Aircraft Systems Operations with Lab (4)
- ❑ UAS 310 Unmanned Aircraft Systems Design, Assembly and Maintenance with Lab (4)
- ❑ UAS 410 Medium Unmanned Aircraft Systems & Remote Ground Control Station (GCS) Flight Instruction (3)
- ❑ PHY 115 Physics I (4) ★
- ❑ PHY 116 Physics II (4)
- ❑ MTRM 101 Meteorology (4)

Management Emphasis:

- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 365 Organizational Behavior (3)
- ❑ AVI 460 Aviation Safety Seminar (3)

OTHER PROGRAM REQUIREMENTS (36 CREDIT HOURS):

- ❑ COM 101 Public Speaking (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 317W Professional Writing (3) ★

- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ CIS 100 Introduction to Computer Applications (3) ★
- ❑ MAT 111 Algebra II (3) ★
- ❑ MAT 112 College Algebra (3)
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ ECO 201 Macroeconomics (3) ★
- ❑ ECO 202 Microeconomics (3) ★
- ❑ PSY 100 Introduction to Psychology (3)

GENERAL ELECTIVES (10 CREDIT HOURS):

- ❑ Complete 10 credits of 100-level or higher general electives (10) ***A private pilot's license (AVI 141 and 142) will satisfy 6 credits of the general electives.***

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Biology

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Susan Baker (Augusta)/E. Donald Naber (Bangor)
Website: www.uma.edu/academics/programs/biology/

Program Objectives

This degree provides students with a liberal arts education with an emphasis on the biological sciences. The required courses for the major give students a solid foundation in biology, chemistry, physics, and mathematics. The science electives allow a student to pursue an area of personal interest. Graduates of this program have obtained employment in laboratories, pursued careers in teaching, entered graduate work in the sciences, attended medical school and allied health programs such as physician assistant programs.

Learning Outcomes

Upon completion of this program, students will:

- Demonstrate an understanding of science and its influence on society and the natural world in order to be responsible and reflective professionals by:
  - Understanding that all living things have characteristics in common, share and evolutionary history, and belong to the biosphere.
  - Understanding the importance of biological diversity
  - Making informed assessments of the opportunities and risks inherent in the scientific enterprise
  - Having a knowledge and skill base that enables them to continue to educate themselves about scientific and technological issues
  - Having an understanding of the knowledge, skills and attitudes concerning the nature of scientific enterprise, integrative concepts, and the social and historical context of science
- Demonstrate competencies in the biological sciences to a level that prepares them for graduate programs or careers in the field by:
  - Having an understanding of the methods and processes of scientific inquiry
  - Understanding that cell structure, physiology, and biochemistry serve as a foundation for organisms in the biosphere
  - Understanding the chemical basis of life
  - Demonstrating technological proficiency and sound knowledge of safe laboratory practices
- Demonstrate quantitative and analytical skills needed by:
  - Applying mathematic tools to analyze scientific problems
  - Developing and analyzing experimental data sets
  - Obtaining a basic understanding of statistics and statistical applications
  - Demonstrating a quantitative understanding of experimental error and uncertainty

Academic Advising

Biology majors are advised by full-time faculty members and are required to meet with their advisors prior to registration. An advisor's signature or electronic equivalent is required for registration. Students are encouraged to continue to meet with their advisors on a regular basis to help ensure a productive and meaningful college experience.

Admissions Requirements (see UMA general requirements)

Career Opportunities

Skills You'll Acquire

As a Biology major you will become a problem-solver who likes challenges. You will learn to be accurate, reliable, work well under pressure and finish a task once started. You will also communicate well, both verbally and in writing. Listed below are some representative skills and abilities that you will acquire.

Careers You Can Seek

Investigation

- Understanding cause & effect
- Observing carefully
- Designing experiments
- Relating lab findings to common disease process

- Utilizing formulae

Technical

- Using laboratory equipment
- Maintaining Laboratory equipment
- Monitoring quality control
- Applying principles of safety
- Attending to detail

Communication

- Using medical terminology
- Writing reports
- Educating others
- Training others
- Working as a team member

Analysis

- Collecting & processing specimens
- Perceiving patterns/structures
- Examining specimens
- Conducting tests
- Analyzing data

As a Biology graduate, you will be able to apply your skills in a variety of settings including health care, business and industry, government and research organizations. The following is a list of some of your career options.

Health Care

- Laboratory Technician
- Clinical Toxicologist*
- Diagnostic Virologist*
- Physician Assistant*
- Medical Doctor*

Research

- Cancer Researcher*
- Pharmaceutical Research Assistant
- Epidemiologist*
- Genetics Researcher*
- Cytotechnologist*
- ChemistGovernment/Public Service
- Water Quality Inspector
- Forensic Laboratory Assistant
- Food Technologist
- EPA Staff Member
- Science Teacher (HS, College)*

Government/Public Service

- Water Quality Inspector
- Forensic Laboratory Assistant
- Food Technologist
- EPA Staff Member
- Science Teacher (HS, College)*

Business/Industry

- Color Development Chemist
- Brewery Laboratory Analyst
- Paper Mill Lab Technician
- Pharmaceutical Sales
- Sales Representative for Biotechnical Instrumentation and Reagents

* Graduate level study is generally required for these occupations.

BIOLOGY, BACHELOR OF ART

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 120 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00
- ❑ Minimum Grade of "C-" or better in 30 upper-level credits as well as all upper-level courses requirement in the major

PROGRAM MAJOR REQUIREMENTS (63 CREDIT HOURS):

- ❑ BIO 110 General Biology I (4) ★
- ❑ BIO 111 General Biology II (4)
- ❑ BIO 210 Anatomy & Physiology (4)
- ❑ BIO 320 Principles of Genetics (3)
- ❑ BIO 321 Microbiology (4)
- ❑ BIO 322 Biochemistry (3)
- ❑ BIO 324 Cell Biology (3)
- ❑ Complete any 300-400-level Biology course (3)
- ❑ Complete any 400-level Biology course (3) ***Capstone Course***
- ❑ Complete one of the following courses (4):
  CHY 117 Introductory Organic & Biological Chemistry
  CHY 211 Organic Chemistry I
- ❑ CHY 115 General Chemistry I (4)
- ❑ CHY 116 General Chemistry II (4)
- ❑ PHY 115 General Physics I (4)
- ❑ PHY 116 General Physics II (4)
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ MAT 124 Pre-Calculus (3) *or higher-level MAT course*
- ❑ Complete any 100-level or higher Science elective (3)
- ❑ Complete any 300-400-level Math or Science elective (3)

OTHER PROGRAM REQUIREMENTS (33-35 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ Complete one of the following Computer Information Systems electives (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete a two-semester sequence of the same Foreign or American Sign language or history sequence (6-8)

- ❑ Complete one of the following Humanities electives (3) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ Complete two of the following Social Science electives, ***from two different disciplines*** (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (22-24 CREDIT HOURS):

Number of elective credits needed will vary by individual student. The credits are needed to fulfill the total 120 credit hours and upper-level requirements.

- ❑ Complete 17-19 credits of any 100-level or higher electives (17-19)
- ❑ Complete 5 credits of any upper-level (300-400 level) electives (5)

GENERAL EDUCATION:

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Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

BIOLOGY MLT 2+2, BACHELOR OF ART

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 122-124 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00
- ❑ Minimum Grade of "C-" or better in 30 upper-level credits as well as all upper-level courses required in the major

MEDICAL LABORATORY TECHNOLOGY ADMISSIONS REQUIREMENTS:

Applicants who do not meet these requirements may qualify for admissions by completing comparable course work at UMA and will be admitted into the Pre-MLT track. Enrollment in the Biology MLT 2+2 does not guarantee admissions to the MLT courses.

- ❑ High School Diploma or General Equivalency Diploma (GED)
- ❑ High School Biology with lab **or** BIO 110 ***must be passed with a "C-" or higher***
- ❑ High School Chemistry with Lab **or** CHY 100 ***must be passed with a "C-" or higher***
- ❑ ENG 100 Introduction to Academic Reading & Writing **or** course waiver
- ❑ MAT 111 Algebra II **or** higher level algebra course **or** course waiver
- ❑ 2.00 Grade Point Average (GPA) or higher

MLT MAJOR REQUIREMENTS (58 CREDIT HOURS): ***All BIO, CHY, and MLT courses must be passed with a grade of C+ or higher***

- ❑ BIO 110 General Biology I (4) ★
- ❑ BIO 210 Anatomy & Physiology (4)
- ❑ BIO 321 Microbiology (4)
- ❑ CHY 115 General Chemistry I (4)
- ❑ CHY 116 General Chemistry II (4)
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ MLT 100 Orientation and Clinical Chemistry I (3)
- ❑ MLT 103 Phlebotomy (2)
- ❑ MLT 105 Urinalysis (3)
- ❑ MLT 203 Clinical Chemistry II & Immunology (3)
- ❑ MLT 204 Clinical Microbiology (4)
- ❑ MLT 205 Immunohematology (4)
- ❑ MLT 206 Hematology (4)
- ❑ MLT 395 Hospital Practicum (12)

OR

- ❑ An Associate Degree in Medial Laboratory Technology from an NAACLS accredited program.

Students must complete the MLT program in three years once they begin the MLT courses.

REMAINING UMA MLT REQUIREMENTS:

To complete the AS in MLT from UMA prior to completing the Biology degree, students must also complete the following requirements as listed under the "other program requirements" section, which also meet the Biology requirements:

- 100-level communications elective
- ENG 101 College Writing
- one Writing Intensive course (ENG 102w recommended)
- one Fine Arts or Humanities Elective (satisfied with ENG 102W)
- One Social Science elective (see options on page two)

REMAINING BIOLOGY PROGRAM MAJOR REQUIREMENTS (31 CREDIT HOURS):

- ❑ BIO 111 General Biology II (4)
- ❑ BIO 320 Principles of Genetics (3)
- ❑ BIO 322 Biochemistry (3)
- ❑ BIO 324 Cell Biology (3)
- ❑ Complete any 400-level Biology course (3) ***Capstone Course***
- ❑ Complete one of the following courses (4):
  CHY 117 Introductory Organic & Biological Chemistry
  CHY 211 Organic Chemistry I
- ❑ PHY 115 General Physics I (4)
- ❑ PHY 116 General Physics II (4)
- ❑ MAT 124 Pre-Calculus (3) *or higher-level MAT course*

OTHER PROGRAM REQUIREMENTS (33-35 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ Complete one of the following Computer Information Systems elective (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete a two-semester sequence of the same Foreign or American Sign language or history sequence (6-8)
- ❑ Complete one of the following Humanities electives (3) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ Complete two of the following Social Science electives, ***from two different disciplines*** (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

ADVISING NOTES:

- To complete the ASMLT degree prior to completing the BABIO degree, students must complete the communications requirement, ENG 101, one social science elective, a fine arts or humanities elective and a writing intensive elective (ENG 102W recommended).
- Students who are not admitted to the MLT program must complete all requirements for the BA in Biology degree to complete the program. The Biology requirements can be found at the following URL: http://www.uma.edu/checksheets/babio/

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Business Administration

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Tom Giordano
Website: www.uma.edu/academics/programs/business-administration/

Bachelor of Science in Business Administration

Intro/Overview

Students who graduate with a Bachelor of Science in Business Administration will have developed the ability to assume responsibility in a mid-level managerial position in an organization. This program provides students with a broad knowledge of modern business and management theories through a carefully structured core curriculum consisting of courses in finance, accounting, economics, strategic management, legal and social issues, management, operations research, marketing, and computer information systems. Students must elect a major in either management or accounting; students in the management major may also elect a concentration in public administration, computer information systems, financial services, or small business. The students majoring in accounting will select a concentration in either financial, management or governmental accounting. In addition, students acquire a broad cultural background by taking courses in the arts, English, humanities, and social and natural sciences.

Learning Outcomes

At the time of graduation, the student should have:

- A well-rounded understanding of the major functional areas of business including:
  - The ability to prepare, read, analyze and communicate financial information
  - The ability to use financial information in managerial decisions
  - An understanding of the duties of a manager: planning, organizing, directing, and controlling
  - The ability to use the marketing mix to successfully perform in the environment of marketing
  - An understanding of the fundamental legal concepts and their application to the business community
  - A basic knowledge of the use of information technology in managing organizations
  - The ability to apply modern scientific and mathematical methods to management problems
  - The ability to coordinate the knowledge learning in program core courses in the formulation and administration of sound business policy using case analysis and discussion
- Well-developed written and oral communication skills
- The ability to utilize current technology
- Strong analytic and critical thinking skills
- And the ability to:
  - Understand ethical decision models
  - Conduct both quantitative and qualitative analysis of business problems
  - Form opinions based on analysis
  - Support conclusions with evidence

Capstone Course

The Bachelor of Science in Business Administration includes BUA 459 Seminar in Strategy and Policy Planning as its capstone course. Students must have senior standing to enroll in the course. This challenging course focuses on how firms formulate, implement, and evaluate strategies. Strategic management concepts and techniques are studied. Students use all the knowledge acquired from prior business courses, coupled with new strategic management techniques learned, to chart the future direction of different organizations. The major responsibility of students in this course is to make objective strategic decisions and to justify them through oral and written communication.

Admissions Requirements (see UMA general requirements)

Graduation Requirements

Upon completion of the following, the student will be awarded the Bachelor of Science in Business Administration degree.

- Completion of 121 semester hours of credit
- Minimum overall cumulative grade point average of 2.00
- Minimum cumulative grade point average of 2.00 in all business and economics courses considered as a group
- Completion of program course requirements listed in the following section

Associate of Science in Business Administration

Learning Outcomes

Students who graduate with an Associate of Science in Business Administration will have developed the ability to assume responsibility for an entry or mid-level managerial position in an organization. This program provides students with a broad knowledge of modern business and management theories through a carefully structured core curriculum consisting of courses in accounting, economics, management, and computer information systems. Students have the flexibility to elect a concentration in management, accounting, financial services, management information systems, or small business. While the program emphasizes business, it also provides a solid foundation in English and communications, fine arts, humanities, and natural and social science. At the time of graduation, the students should have:

- a well-rounded understanding of the major functional areas of business including:
    - the ability to prepare, read, analyze and communicate financial information
    - the ability to use financial information in managerial decisions
    - an understanding of the duties of a manager: planning, organizing, directing, and controlling
    - the ability to use the marketing mix to successfully perform in the environment of marketing
    - an understanding of the fundamental legal concepts and their application to the business community
    - the ability to integrate course work into the writing of a business plan
- well-developed written and oral communication skills
- the ability to utilize current technology
- strong analytical and critical thinking skills

Capstone Course

The Associate of Science in Business Administration includes BUA 259W Strategic Management for the Small Business as its capstone course. This course is designed to integrate the course work in the business administration associate's degree management option. Special emphasis is placed on small business management principles. Students will research and write a business plan tailored to their interests.

Career Opportunities

The Associate of Science and Bachelor of Science in Business Administration degree programs provide students with a broad knowledge of modern business and management theories through a carefully structured core curriculum. Also emphasized is group dynamics which encompasses an understanding of teams, mobility, empowerment, total quality management (TQM), cross training, re-engineering, delayering, outsourcing, and contingency employees. This combination is vital for the success of UMA's graduates.

Students who complete the Associate's and/or Bachelor's programs are engaged in a variety of accounting and management positions in public and private organizations of all sizes. Graduates of our baccalaureate degree program successfully pursue advanced degrees in business administration, public administration and law.

Transferable Skills & Competencies

Students in UMA's Business programs develop a wide array of marketable skills including self-confidence, cultural awareness, written and oral communication expertise, critical thinking, technical accounting, and analytical and managerial abilities. In addition, a working knowledge of computers, spreadsheets, small business practices and accounting principles have contributed to the success of Business program graduates in such fields as marketing, management, tax accounting, and auditing. Some examples of skills and career opportunities for the business student follow:

Communication

- Speaking publicly
- Supervising others
- Hiring and training others
- Persuading others
- Writing reports
- Explaining information to others

Quantitative

- Applying statistical procedures
- Developing budgets
- Interpreting numerical data
- Projecting/forecasting results
- Utilizing accounting systems

Technical

- Using spreadsheets
- Managing information systems
- Understanding legal concepts
- Preparing financial statements
- Computing tax informationQuantitative
- Applying statistical procedures
- Developing budgets
- Interpreting numerical data
- Projecting/forecasting results
- Utilizing accounting systems

Analysis

- •Evaluating policies
- •Determining cost/benefit ratios
- •Making investments
- •Evaluating and interpreting data
- •Organizational planning
- •Understanding market dynamics

Careers

Business students are prepared to succeed in a wide range of positions. The following list of occupations offers a glimpse of opportunities pursued by business majors. Faculty members stress that while many positions may not formally require a bachelor's degree, the reality is that the bachelor's degree is essential for professional level business positions.

Financial Services

- Bank Loan Officer
- Comptroller*
- Tax Preparer
- Financial Planner
- Commodities Trader
- Certified Public Accountant

Public Sector

- City Clerk
- Internal Revenue Service Agent
- City Accounting Assistant
- Medicare Office Manager
- Hospital Administrator*
- Financial Aid AdvisorBusiness

Business

- Retail Buyer
- Cost Accountant
- Accounts Payable Office Manager
- Benefits Specialist
- Executive Secretary
- Credit Manager
- Human Resources Manager

Marketing/Sales

- Auto Dealership Sales Manager
- Franchise Sales Director
- Insurance Agent
- Real Estate Sales/Broker
- Marketing Research Assistant
- Telemarketing Sales Director

*Baccalaureate or graduate level study is generally required for these occupations.

ACCOUNTING, BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

BACHELOR DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (60 CREDIT HOURS):

- ❑ ECO 201 Macroeconomics (3)
- ❑ ECO 202 Microeconomics (3)
- ❑ BUA 101 Financial Accounting for Management & Decision Making (3)
- ❑ BUA 211 Accounting for Management Decisions (3)
- ❑ BUA 201 Intermediate Financial Reporting I (3)
- ❑ BUA 202 Intermediate Financial Reporting II (3)
- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 230 Business Law (3)
- ❑ BUA 276 Taxation (3)
- ❑ BUA 303 Management Information Systems (3)
- ❑ BUA 357 Business Finance (3)
- ❑ BUA/MAT 360 Operations Management (3)
- ❑ BUA 369 Marketing (3)
- ❑ BUA 379 Accounting Information Systems (3)
- ❑ BUA 458 Accounting Seminar (3)
- ❑ BUA 459 Seminar in Strategy & Policy Planning (3) ***must be complete with a C, not C-, or higher***

Complete one of the following concentrations:

Financial Accounting Concentration:

- ❑ BUA 343 Advanced Accounting I (3)
- ❑ BUA 448 Auditing, Assurance & Consulting Services (3)
- ❑ Complete any 300-400 level accounting elective (3)
- ❑ Complete one of the following courses (3):
  - *BUA 301 Governmental and Not for Profit Accounting*
  - *BUA 351 Investment Management*
  - *BUA 361 Human Resource Management*
  - *BUA 376 Advanced Taxation*
  - *BUA 387 Fraud Examination*
  - *BUA 420 International Business*
  - *BUA 495 Business Internship (in Accounting)*

Management Accounting Concentration:

- ❑ BUA 343 Advanced Accounting I (3)
- ❑ BUA 345 Cost Management I (3)
- ❑ Complete any 300-400 level accounting elective (3)
- ❑ Complete one of the following courses (3):
  - *BUA 301 Governmental and Not for Profit Accounting*
  - *BUA 346 Cost Management II*
  - *BUA 351 Investment Management*
  - *BUA 361 Human Resource Management*
  - *BUA 387 Fraud Examination*
  - *BUA 420 International Business*
  - *BUA 495 Business Internship (in Accounting)*

Governmental Accounting Concentration:

- ❑ BUA 301 Governmental & Not for Profit Accounting (3)
- ❑ POS 354 Budgeting & Financial Administration (3)
- ❑ Complete any 300-400 level accounting elective (3)
- ❑ Complete one of the following courses (3):
  - *BUA 345 Cost Management I*
  - *BUA 361 Human Resource Management*
  - *BUA 365 Organizational Behavior*
  - *BUA 370 Municipal Administration*
  - *BUA 376 Advanced Taxation**
  - *BUA 387 Fraud Examination*
  - *BUA 448 Auditing, Assurance & Consulting Services*
  - *BUA 495 Business Internship (in Accounting)*

Consult with your advisor to determine the most appropriate course for students interested in a Career with the IRS, Maine Revenue Services, or other governmental audit function.

OTHER PROGRAM REQUIREMENTS (52 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ CIS 101 Introduction to Computer Science (3) ★
- ❑ CIS 135 Introduction to Information Systems & Applications Development (3)
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  - *ART 1xx any 100-level Art course*
  - *DRA xxx any Drama course*
  - *ENG 351 Creative Writing I*
  - *ENG 452 Creative Writing II*
  - *MUH 1xx any 100-level Music History course*
  - *MUS 1xx any 100-level Music course*
- ❑ Complete one of the following courses (3):
  - *PHI 250 Ethics*
  - *PHI 252 Business Ethics*
- ❑ Complete one of the following Humanities electives (3) ★:
  - *AME xxx any American Studies course*
  - *ARH 105 History of Art & Architecture I*
  - *ARH 106 History of Art & Architecture II*
  - *DRA xxx any Drama course*
  - *ENG xxx any English course (except ENG 101 or 317w)*
  - *FRE xxx any French course*
  - *HGH xxx any Holocaust, Human Rights & Genocide course*
  - *HTY xxx any History course*
  - *HUM xxx any Humanities course*
  - *MUH xxx any Music History course*
  - *PHI xxx any Philosophy course (except PHI 135 or 335)*
  - *SPA xxx any Spanish course*
  - *WGS xxx any Women and Gender Studies course*
- ❑ MAT 113 Mathematics for Business & Economics I (3) ★
- ❑ MAT 114 Mathematics for Business & Economics II (3)
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ Complete any 100-level Laboratory Science course (4) ★
- ❑ PSY 100 Introduction to Psychology (3) ★
- ❑ Complete any Sociology course (3)
- ❑ POS 101 American Government (3) ★

- ❑ Complete one of the following Social Science electives (3):
  ANT xxx any anthropology course
  JUS xxx any justice studies course
  ECO xxx any economics course
  GEO xxx any geography course
  PSY xxx any psychology course
  POS xxx any political science course
  SOC xxx any sociology course
  SSC xxx any social science course

GENERAL ELECTIVES (9 CREDIT HOURS):

- ❑ Complete 9 credits of 100-level or higher general electives (9)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

MANAGEMENT, BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

BACHELOR DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (57-66 CREDIT HOURS):

- ❑ ECO 201 Macroeconomics (3)
- ❑ ECO 202 Microeconomics (3)
- ❑ BUA 101 Financial Accounting for Management & Decision Making (3)
- ❑ BUA 211 Accounting for Management Decisions (3)
- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 230 Business Law (3)
- ❑ BUA 303 Management Information Systems (3)
- ❑ BUA 357 Business Finance (3)
- ❑ BUA/MAT 360 Operations Management (3)
- ❑ BUA/POS 361 Human Resource Management (3)
- ❑ BUA/POS 362 Labor-Management Relations (3)
- ❑ BUA/POS 365 Organizational Behavior (3)
- ❑ BUA 369 Marketing (3)
- ❑ BUA 459 Seminar in Strategy & Policy Planning (3) ***must be complete with a C, not C-, or higher***

Complete one of the following concentrations:

Executive Management Concentration (15):

- ❑ BUA 351 Investment Management (3)
- ❑ BUA/MAT 355 Operations Research (3)
- ❑ BUA 420 International Business (3)
- ❑ Complete two BUA/ECO/CIS* electives (6)

Financial Services Concentration (18):

- ❑ BUA 151 Personal Financial Planning (3)
- ❑ BUA 210 Fundamentals of Life & Health Insurance (3)
- ❑ Complete one of the following courses (3)
  - *BUA 215 Principles of Banking*
  - *ECO 310 Money & Banking*
- ❑ BUA 216 Consumer Lending (3)
- ❑ BUA 222 Fundamentals of Property & Casualty Insurance (3)
- ❑ BUA 351 Investment Management (3)

Small Business Concentration (18):

- ❑ BUA 100 Introduction to Business (3)
- ❑ BUA 243 Issues in Small Business (3)
- ❑ BUA 259W Strategic Management for the Small Business (3)
- ❑ BUA 387 Fraud Examination (3)
- ❑ BUA 481 Entrepreneurship (3)
- ❑ Complete one BUA/ECO/CIS* elective (3)

Computer Information Systems Concentration (24):

- ❑ CIS 110 Programming Fundamentals (3)
- ❑ CIS 131 Web Applications (3)
- ❑ Complete any 200-level programming elective (3)
- ❑ CIS 240 Networking Concepts (3)
- ❑ CIS 330 Systems Analysis (3)
- ❑ ISS 210 Introduction to Information Security (3)
- ❑ Complete two CIS electives; one must be 300-400 level (6)

Public Administration Concentration (18):

- ❑ ENG 320 Grant Writing (3)
- ❑ POS 234 American State & Local Government (3)
- ❑ POS 354 Public Budgeting & Financial Administration (3)
- ❑ POS 370 Municipal Administration (3)
- ❑ POS 405 Administrative Law (3)
- ❑ POS 487 Research Methods (3)

OTHER PROGRAM REQUIREMENTS (52 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ CIS 101 Introduction to Computer Science (3) ★
- ❑ CIS 135 Introduction to Information Systems & Applications Development (3)
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete one of the following courses (3):
  PHI 250 Ethics
  PHI 252 Business Ethics
- ❑ Complete one of the following Humanities electives (3) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 113 Mathematics for Business & Economics I (3) ★
- ❑ MAT 114 Mathematics for Business & Economics II (3)
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ Complete any 100-level Laboratory Science course (4) ★
- ❑ PSY 100 Introduction to Psychology (3) ★
- ❑ Complete any Sociology course (3)
- ❑ POS 101 American Government (3) ★

- ❑ Complete one of the following Social Science electives (3):

  ANT xxx any anthropology course
  JUS xxx any justice studies course
  ECO xxx any economics course
  GEO xxx any geography course
  PSY xxx any psychology course
  POS xxx any political science course
  SOC xxx any sociology course
  SSC xxx any social science course

GENERAL ELECTIVES (3-12 CREDIT HOURS):

- ❑ Complete 3-12 100-level or higher general elective credits, enough to reach 121 total credits (TBD based on concentration)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

***CIS ELECTIVE OPTIONS:**

CIS 131 Web Applications
CIS 212 Introduction to Visual Basic Programming
CIS 214 Introduction to Java Programming
CIS 215 Introduction to C++ Programming
CIS 231 Web Applications Development I
CIS 240 Networking Concepts
CIS 312 Advanced Visual Basic Programming
CIS 314 Advanced Java Programming
CIS 330 Systems Analysis
CIS 350 Database Management
CIS 354 Algorithms and Data Structures
Any approved CIS or ISS course

BUSINESS ADMINISTRATION, POST BACCALAUREATE OF SCIENCE

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Baccalaureate degree from a regionally accredited institution in a different discipline
- ❑ Minimum 30 Credit Hours
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses

PROGRAM MAJOR REQUIREMENTS (30 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Management & Decision Making (3)
- ❑ BUA 211 Accounting for Management Decisions (3)
- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 230 Business Law (3)
- ❑ BUA 303 Management Information Systems (3)
- ❑ BUA 357 Business Finance (3)
- ❑ BUA 369 Marketing (3)
- ❑ BUA 459 Seminar in Strategy & Policy Planning (3) ***must be complete with a C, not C-, or higher***

Complete one of the following concentrations:

Executive Management Concentration (6):

- ❑ Complete two of the following courses (6)

BUA 361 Human Resource Management
BUA 362 Labor Management Relations
BUA 365 Organizational Behavior

Leadership Concentration (6):

- ❑ Complete two of the following courses (6)

SSC 317 Leadership Seminar
BUA 365 Organizational Behavior
BUA 420 International Business

Public Administration Concentration (6):

- ❑ Complete two of the following courses (6)

POS 354 Public Budgeting & Financial Administration
POS 370 Municipal Administration
POS 488 Public Program Evaluation

Students who have taken one or more of the required courses listed above prior to entering the program should select substitutes from the following list:

BUA 301 Accounting for Not-for-Profit Organizations
BUA 351 Investment Management
BUA 360 Operations Management
BUA 387 Fraud Examination
BUA 420 International Business
ECO 100 Introduction to Economics

ACCOUNTING, POST BACCALAUREATE OF SCIENCE IN BUSINESS ADMINISTRATION

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Baccalaureate degree from a regionally accredited institution in a different discipline
- ❑ Minimum 30 Credit Hours
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses

PROGRAM MAJOR REQUIREMENTS (30 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Management & Decision Making (3)
- ❑ BUA 211 Accounting for Management Decisions (3)
- ❑ BUA 201 Intermediate Accounting I (3)
- ❑ BUA 202 Intermediate Accounting II (3)
- ❑ BUA 276 Taxation (3)
- ❑ BUA 379 Accounting Information Systems (3)
- ❑ BUA 458 Accounting Seminar (3)

Complete one of the following concentrations:

Financial Accounting Concentration (9):

- ❑ BUA 343 Advance Accounting (3)
- ❑ BUA 448 Auditing, Assurance and Consulting Services (3)
- ❑ Complete one of the following courses (3)
  - *BUA 301 Government and Not-for-Profit Accounting*
  - *BUA 376 Advanced Taxation*
  - *BUA 387 Fraud Examination*

Management Accounting Concentration (9):

- ❑ BUA 343 Advance Accounting (3)
- ❑ BUA 345 Cost Accounting Services (3)
- ❑ Complete one of the following courses (3)
  - *BUA 346 Cost Management II*
  - *BUA 351 Investment Management*
  - *BUA 387 Fraud Examination*

Governmental Accounting Concentration (9):

- ❑ BUA 301 Government and Not-for-Profit Accounting (3)
- ❑ POS 354 Public Budgeting and Financial Administration (3)
- ❑ Complete one of the following courses (3)
  - *BUA 346 Cost Management II*
  - *BUA 376 Advanced Taxation*
  - *BUA 387 Fraud Examination*
  - *BUA 448 Auditing, Assurance and Consulting Services*

Students who have taken one or more of the required courses listed above prior to entering the program should select substitutes from another concentration or from the following list:

- *BUA 252 Business Ethics*
- *BUA 253 Principles of Investments*
- *BUA 487 Advanced Fraud Examination*

BUSINESS ADMINISTRATION, ASSOCIATE OF SCIENCE

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 61 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (30 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Management Decision Making (3)
- ❑ BUA 211 Accounting for Management Decisions (3)
- ❑ Complete one of the following (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ CIS 135 Introduction to Information Systems & Applications Development (3)

Select One of the Following Concentrations:

Accounting Concentration:

- ❑ BUA 201 Intermediate Financial Reporting I (3)
- ❑ BUA 202 Intermediate Financial Reporting II (3)
- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 276 Taxation (3)
- ❑ Complete any accounting elective beyond 100-level (3)
- ❑ Complete any accounting, CIS, finance or economics course (3)

Management Concentration:

- ❑ BUA 100 Introduction to Business (3)
- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 259w Strategic Management for Small Business (3) ***must be earned with a grade of "C" or higher***
- ❑ BUA 357 Business Finance (3)
- ❑ BUA 365 Organizational Behavior (3)
- ❑ BUA 369 Marketing (3)

Small Business Concentration:

- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 243 Issues in Small Business (3)
- ❑ BUA 259w Strategic Management for Small Business (3) ***must be earned with a grade of "C" or higher***
- ❑ BUA 357 Business Finance (3)
- ❑ BUA 369 Marketing (3)
- ❑ BUA 387 Fraud Examination (3)

Management Information Systems Concentration:

- ❑ BUA 223 Principles of Management (3)
- ❑ CIS 210 Programming Concepts (3)
- ❑ CIS 220 Information Technology Hardware and Systems Software (3)
- ❑ BUA/CIS 303 Management Information Systems (3)
- ❑ Complete any programming elective (i.e.: C++, JAVA, Cobol, etc.) (3)
- ❑ Complete any business or computer elective (3)

Financial Services Concentration:

- ❑ BUA 151 Personal Financial Planning (3)
- ❑ BUA 210 Fundamentals of Life & Health Insurance (3)
- ❑ BUA 222 Fundamentals of Property and Casualty Insurance (3)
- ❑ BUA 216 Consumer Lending (3)
- ❑ BUA 253 Principles of Investments (3)
- ❑ Complete one of the following (3):
  BUA 215 Principles of Banking
  ECO 310 Money and Banking

OTHER PROGRAM REQUIREMENTS (31 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351W Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete one of the following Humanities electives (3) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 115 Elementary Statistics I (3) ★
- ❑ Complete one of the following Mathematics electives (3):
  MAT 111 Algebra II
  MAT 112 College Algebra
  MAT 113 Mathematics for Business & Economics I
  MAT 114 Mathematics for Business & Economics II
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ ECO 201 Macroeconomics (3) ★
- ❑ ECO 202 Microeconomics (3) ★
- ❑ PSY 100 Introduction to Psychology (3)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

COMPUTER INFORMATION SYSTEMS

Admissions: 1-877-UMA-1234 Ext. 3465 or Augusta - (207) 621-3465 & Bangor (207) 262-7800 Opt. 3
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Diana Kokoska
UMA CIS Website: www.uma.edu/academics/programs/cis/
Program Website: http://cis.uma.edu/

Intro/Overview
The UMA Computer Information Systems (CIS) program offers three academic degree options: associate, bachelor, and post-baccalaureate. The core curriculum, based on the national contemporary information systems curriculum (IS2002/IS2010), provides a unique blend of computer science and mathematics, standalone and Web applications development, information technology infrastructure, information systems security, and a solid systems analysis and design foundation that prepares students for high-tech careers as programmer/analysts, network and security administrators, information system developers, and information technology managers. In the business-related classes that are part of the core, students develop the organizational and supervisory skills to obtain positions in the management information systems field and to become technology managers.
These applied computing degrees will help to satisfy the growing need for information systems technology education in Maine and address a projected gap in the number of IT graduates and the number of professional positions that are predicted in the Maine IT field by the end of the decade.

Career Opportunities
Computer-related jobs have been identified by the US Department of Labor Statistics as the fastest-growing occupations. http://www.bls.gov/news.release/ecopro.t06.htm
The CIS program works very closely with Project>Login, a statewide campaign that was designed to provide resources for aspiring computing and IT professionals (Project<Login). According to the Program Director the goal of Project>Login is "to highlight IT careers in Maine, provide a clearing house of paid internships that provide real-world experience, and to manage an online collaboratory to connect students with future supervisors and colleagues." (Project<Login) An annual networking reception hosted by Project>Login at the UMA campus brings potential employers and prospective students together for an information exchange.

The foundation acquired in the CIS program prepares a student to launch a career in information technology or to pursue a more advanced study in CIS or a related field. A wide variety of career options exists for the Computer Information Systems professional:

Network Systems
- Administrator
- Network Manager

Programming & Software Development
- Programmer
- Program Analyst
- Project Manager
- Web Designer

Systems Security
- Information Security Analyst
- Security AdministratorInteractive Media

Interactive Media
- Web Developer
- GIS/Computer Mapper

Information Support & Services
- Database Manager
- Data Communications Analyst
- Systems Analyst
- Database Administrator

Related website(s):
Information Technology Association of America: http://www.itaa.org/
Project Login: http://www.projectlogin.com/

Program Delivery

Along with its face-to-face classes, the CIS program offers all of its program requirements through a wide selection of distance education options including online, video-conferencing, Interactive Television (ITV) and delayed viewing. Engaging in this multimedia classroom prepares students with critical thinking, team building, and technology skills as well as practical experiences to become successful career professionals.

Program Personnel

The Computer Information Systems program is staffed with a department dean, dedicated faculty with academic credentials and technology experience, and skilled administrative support personnel on each of its campuses, sites, and centers. In addition to its full-time faculty members, the CIS program boasts an impressive complement of adjunct instructors who are working professionals in the area in which they teach and bring to the classes an unparalleled industry perspective. The CIS faculty also serve as academic advisors, helping students select classes that meet their career goals.

Internship Experience

The Internship Experience is an elective three-credit information technology (IT) offering at the associate-degree level and a required offering at the bachelor-degree level that provides the student with an opportunity to build a professional portfolio of relevant work experience and essential workplace skills. With the guidance of an organizational mentor, students develop a significant IT project that applies applicable information technology skills in a selected area of IT.

Program Advisory Board

The Program Advisory Board is comprised of technology professionals, current faculty, and successful alumni who provide direction and support to the CIS program. The Board is an invaluable resource for reviewing the curriculum to ensure that it meets the needs of the business community, serving as organizational mentors for internship experiences, coordinating networking opportunities for students, sharing technology expertise with faculty and students, and identifying current employment opportunities for our CIS graduates.

CIS Program Minors

In addition to the three degree options, students in other academic disciplines may complement their program major with contemporary computer technology skills by selecting a minor in Computer Information Systems, Computer Networking, Information Systems Security, or Web Design and Development. These minors provide theory and applied computer skills required by non-CIS professionals who wish to add IT competency to the knowledge base acquired in their major field of study and gain a competitive edge in the job search market.

CIS Program Certificates

The CIS program offers three certificates options: Health Informatics, Web Design and Development, and Information Systems Security. Our certificates provide specialized training in a specific IT area and are the ideal option for non-computing professionals who need to leverage IT technologies to enhance professional skill sets or for individuals who wish to pursue an entry-level position in the certificate area.

CIS Program Objectives
IS (Information Systems) professionals must have

- a broad business and real-world perspective
- strong problem-solving, analytical, and critical-thinking skills
- interpersonal communication and team skills and strong ethical principles
- the ability to design and implement information technology solutions that enhance organizational performance

CIS Program Learning Outcomes
Students who graduate with the Bachelor of Science in Computer Information Systems will be prepared for careers as programmer/analysts, network administrators, information system developers, and information technology managers. Graduates will have the following IS skills and related knowledge:

- individual and team/interpersonal skills
    - personal and interpersonal communication
    - legal and ethical aspects of information systems

- systems analysis and design
    - approaches to systems development
    - information and business systems analysis
    - systems development tools and techniques
- software/web development
    - advanced programming languages
    - systems implementation
    - computer technology and science
- business fundamentals
    - organizational theory
    - accounting principles
- database
    - database theory and practice
- project management
    - project management theory and practice
- systems integration
    - IS management
    - telecommunications and networks
- mathematics
    - analytical and critical thinking
    - problem solving/algorithms/proofs
- security
    - information systems security

DEGREE OPTIONS

ASSOCIATE OF SCIENCE DEGREE

The associate degree program is accessible to both full and part-time students, offering skills development for those presently employed in the field and those seeking to enter the field for the first time.

The curriculum provides courses in hardware, operating systems, networking, programming applications development, web application design, information systems, and security.

Degree graduates will be equipped to become entry-level programmers, network administrators, or Web application specialists.

Students completing the associate of science degree will be prepared to transfer to a baccalaureate program in business administration or computer information systems and may transfer some courses toward a baccalaureate in computer science.

BACHELOR OF SCIENCE DEGREE

The bachelor degree program is an applied computing degree that provides theory and hands-on skills development for students seeking a professional career in the IT field. A flexible schedule and innovative delivery options accommodate the full-time student as well as those who take classes part time.

In addition to a consistent core among the associate, bachelor, and post-baccalaureate degrees, students in the bachelor's program may concentrate in a specific technology area, such as programming, database, networking, information systems security, or Web design and development or select from over twenty technology electives in the "no concentration" option.

POST-BACCALAUREATE OF SCIENCE DEGREE

The post baccalaureate in Computer Information Systems is a bachelor's degree available to students who already hold a baccalaureate degree in another academic field from an accredited institution. With an additional 45 credits of CIS program requirements, students who originally prepared in another discipline and are seeking credentials to support a career in information science (IS) and/or technology (IT) can earn a second bachelor's degree. Up to 5 classes (15 credits) from a previous degree may be applied to meet the requirements of the Post-Baccalaureate. Thirty (30) credits must be taken at UMA. This is an ideal option for those students who want to make a career change or want to learn contemporary computing skills to meet the changing IT demands of their current position.

Related MINORS

Computer Information Systems

Computer Networking

Cyber Forensics

Cyber Security

Web Applications

Related CERTIFICATES

Crime Analysis and GIS

Cyber Forensics

Cyber Security

Digital Forensics

Health Informatics

Information Assurance

Network Security

Network Security Analyst

Secure Application Development

Web Development

COMPUTER INFORMATION SYSTEMS, POST BACCALAUREATE OF SCIENCE

BACHELOR DEGREE REQUIREMENTS:

- ❑ Baccalaureate degree from a regionally accredited institution in a different discipline
- ❑ Minimum 45 Credit Hours
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (45 CREDIT HOURS):

- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ CIS 110 Programming Fundamentals (3)
- ❑ CIS 131 Web Applications and Development (3)
- ❑ Complete any 200-level programming courses (3):
  - *CIS 212 Introduction to Visual Basic Programming*
  - *CIS 214 Introduction to Java Programming*
  - *CIS 215 Introduction to C++ Programming*
  - *CIS 216 Programming in C# and .NET*
- ❑ CIS 221 Linux (3)
- ❑ CIS 240 Networking Concepts (3)
- ❑ CIS 255 Database Design (3)
- ❑ ISS 210 Introduction to Information Security (3)
- ❑ CIS 330 Systems Analysis (3)
- ❑ CIS 460 Computers and Culture (3)
- ❑ CIS 470 Project Management (3)
- ❑ Complete any one 200-level or higher CIS or ISS courses (3)
- ❑ Complete any three 300-level or higher CIS or ISS courses (9)

ADVISING NOTES:

In order to receive a Post Baccalaureate degree at UMA, students must take 30 credit hours beyond their bachelor's degree. Students who have taken or received credit for more than 5 of the classes listed above in their bachelor's degree will need to take additional elective courses. Please see your advisor to discuss options.

COMPUTER INFORMATION SYSTEMS, BACHELOR OF SCIENCE

BACHELOR DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (78 CREDIT HOURS):

- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 365 Organizational Behavior (3)
- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ CIS 110 Programming Fundamentals (3)
- ❑ CIS 131 Web Applications and Development (3):
- ❑ CIS 135 Introduction to Information Systems & Applications Development (3)
- ❑ Complete any 200-level programming course (3):
  - *CIS 212 Introduction to Visual Basic Programming*
  - *CIS 214 Introduction to Java Programming*
  - *CIS 215 Introduction to C++ Programming*
  - *CIS 216 Programming in C# and .NET*
- ❑ CIS 221 Operating Systems: Linux (3)
- ❑ CIS 240 Networking Concepts (3)
- ❑ CIS 255 Database Design (3)
- ❑ CIS 330 Systems Analysis (3)
- ❑ CIS 380 or 480 Internship (3)
- ❑ CIS 460 Computers & Culture (3)
- ❑ CIS 470 Project Management (3)
- ❑ ISS 210 Introduction to Information Security (3)
- ❑ Complete any one 200-level or higher CIS or ISS courses (3)
- ❑ Complete any three 300-level or higher CIS or ISS courses (9)

Complete one of the following pathways/concentrations:

No Concentration:

- ❑ Complete any three 200-level or higher CIS or ISS courses (9)
- ❑ Complete any advanced programming course (3):
  - *CIS 312 Advanced Visual Basic*
  - *CIS 314 Advanced Java Programming*
  - *CIS 354 Algorithms and Data Structures*
- ❑ CIS 333 PHP (3)
- ❑ CIS 345 Virtual Systems (3)
- ❑ CIS 350 Database Management (3)

Data Science Concentration:

- ❑ CIS 350 Database Management (3)
- ❑ CIS 351 Database Management Systems: Oracle (3)
- ❑ CIS 352 Data Visualization (3)
- ❑ CIS 360 Geographical Information Systems (3)
- ❑ CIS 450 Data Mining (3)
- ❑ CIS 452 Advanced Oracle Programming and Application Development (3)
- ❑ MAT 365 Applied Statistics (3)

Information Systems Security Concentration:

- ❑ ISS 220 Security Risk Management (3)
- ❑ ISS 230 Systems Forensics I (3)
- ❑ ISS 310 Information Security Architecture (3)
- ❑ ISS 320 Security Analytics (3)
- ❑ ISS 410 Cyber Security I (3)
- ❑ ISS 412 Cyber Security II (3)
- ❑ ISS 470 Information Security Management (3)

Networking Concentration:

- ❑ CIS 241 Routing and Switching (3)
- ❑ CIS 245 Wireless Networks (3)
- ❑ CIS 340 Scaling Networks (3)
- ❑ CIS 341 TCP/IP (3)
- ❑ CIS 345 Virtual Systems (3)
- ❑ CIS 348 Connecting Networks (3)
- ❑ CIS 440 Introduction to Network Security (3)

Software Development Concentration:

- ❑ Complete three of the following introductory programming courses (9):
  - *CIS 212 Intro to Visual Basic Programming*
  - *CIS 214 Introduction to Java Programming*
  - *CIS 215 Introduction to C++ Programming*
  - *CIS 216 Programming in C# and .NET*
- ❑ CIS 314 Advanced Java Programming (3)
- ❑ CIS 316 Software Quality Assurance (3)
- ❑ CIS 354 Algorithms and Data Structures (3)
- ❑ CIS 410 Software Engineering (3)

Web Development Concentration:

- ❑ CIS 231 JavaScript (3)
- ❑ CIS 251 Web Authoring Tools (3)
- ❑ CIS 333 PHP (3)
- ❑ CIS 334 PHP and MySQL (3)
- ❑ One of the following (3):
  - *CIS 338 Content Management*
  - *CIS 339 Front End Frameworks*
- ❑ CIS 438 Electronic Commerce (3)
- ❑ ISS 452 Internet and Web Security (3)

OTHER PROGRAM REQUIREMENTS (40 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  - *ART 1xx any 100-level Art course*
  - *DRA xxx any Drama course*
  - *ENG 351 Creative Writing I*
  - *ENG 452 Creative Writing II*
  - *MUH 1xx any 100-level Music History course*
  - *MUS 1xx any 100-level Music course*

- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 112 College Algebra (3) ★
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ MAT 261 Applied Linear Algebra (3)
- ❑ MAT 280 Discrete Mathematical Structures I (3)
- ❑ Complete any 100-level Laboratory Science course (4) ★
- ❑ Complete two of the following Social Science electives (6) ★:
  ANT 1xx any 100-level anthropology course
  ECO 1xx any 100-level economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level justice studies course
  POS 1xx any 100-level political science course
  PSY 1xx any 100-level psychology course
  SOC 1xx any 100-level sociology course
  SSC 1xx any 100-level social science course

GENERAL ELECTIVES (3 CREDIT HOURS):

- ❑ Complete any 100-level or higher general elective (3)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

COMPUTER INFORMATION SYSTEMS, ASSOCIATE OF SCIENCE

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 61 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (30 CREDIT HOURS):

- ❑ BUA 223 Principles of Management (3)
- ❑ CIS 101 Introduction to Computer Science (3) ★
- ❑ CIS 110 Programming Fundamentals (3)
- ❑ CIS 131 Web Applications and Development (3)
- ❑ CIS 135 Introduction to Information Systems & Applications Development (3)
- ❑ Complete any 200-level programming courses (3):
  - *CIS 212 Intro to Visual Basic Programming*
  - *CIS 214 Introduction to Java Programming*
  - *CIS 215 Introduction to C++ Programming*
  - *CIS 216 Programing in C# and .NET*
- ❑ CIS 221 Linux (3)
- ❑ CIS 240 Networking Concepts (3)
- ❑ CIS 255 Database Design (3)
- ❑ ISS 210 Introduction to Information Security (3)

OTHER PROGRAM REQUIREMENTS (31 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  - *ART 1xx any 100-level Art course*
  - *DRA xxx any Drama course*
  - *ENG 351W Creative Writing I*
  - *ENG 452 Creative Writing II*
  - *MUH 1xx any 100-level Music History course*
  - *MUS 1xx any 100-level Music course*
- ❑ Complete one of the following Humanities electives (3) ★:
  - *AME xxx any American Studies course*
  - *ARH 105 History of Art & Architecture I*
  - *ARH 106 History of Art & Architecture II*
  - *DRA xxx any Drama course*
  - *ENG xxx any English course (except ENG 101 or 317w)*
  - *FRE xxx any French course*
  - *HGH xxx any Holocaust, Human Rights & Genocide course*
  - *HTY xxx any History course*
  - *HUM xxx any Humanities course*
  - *MUH xxx any Music History course*
  - *PHI xxx any Philosophy course (except PHI 135 or 335)*
  - *SPA xxx any Spanish course*
  - *WGS xxx any Women and Gender Studies course*
- ❑ MAT 112 College Algebra (3) ★
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ MAT 280 Discrete Mathematical Structure I (3)
- ❑ Complete any 100-level Laboratory Science course (4) ★ ***chemistry or physics recommended***

- ❑ Complete one of the following Social Science electives (3) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Contemporary and Popular Music

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Anita Jerosch
Website: www.uma.edu/academics/programs/music/

Bachelor of Music in Contemporary and Popular Music

Intro/Overview

In the bachelor of music in contemporary and popular music program, students study jazz and contemporary popular music an intimate, supportive musical community. The curriculum is intentionally broad-based and welcomes students with diverse musical backgrounds, including backgrounds in rock and popular music. Students enjoy close contact with the faculty and have access to a fully-equipped professional recording studio.

Program Objectives

As they progress in the program, students choose an emphasis from one of the following concentration areas: performance, sonic arts and composition, music education or audio technology. The bachelor's program can lead directly to careers in the fields of contemporary and popular music or music education, or to further study in graduate school. Students in this program can expect exposure to jazz (classic, Latin and contemporary), popular (rock, progressive rock, rhythm and blues, and more) and classical (traditional and contemporary) styles.

Learning Outcomes

Upon completion of the degree, graduates will:

- be prepared for entry into appropriate post-baccalaureate degree programs in music
- have learned to play their primary instrument well, to a high intermediate or advanced level in contemporary and popular music styles and be familiar with the performance conventions of other appropriate styles
- have knowledge of the components of "professionalism" within the field of music
- be well educated in the areas of music theory, aural skills, music history and the business of music
- have skills in the use of music technology
- have learned to improvise on their primary instruments competently and appropriately in a range of jazz and contemporary styles and show evidence of an emerging personal style
- be able to arrange, compose and orchestrate at least at an intermediate level
- be well educated generally and have good written and spoken communication skills
- have teaching skills appropriate for providing studio instruction
- have gained a solid foundation in audio recording and studio procedures
- have gained a solid foundation in the theory and history of European classical music, contemporary and popular music, and various world music styles
- have developed an understanding of digital and analog recording technology
- have developed knowledge and skills in the use of standard analog and digital processors such as compressors, expanders and effects units
- have developed session management skills and people skills
- be able to work effectively in an audio studio

Admissions Requirements (see UMA general requirements)

- Audition on major instrument

Advising

All students are required to meet with their advisors prior to registration. Incoming students take a Music Theory placement test. An advisor's signature or electronic equivalent is required for registration. Students are encouraged to continue to meet with their advisors on a regular basis to help ensure a productive and meaningful college experience.

Advanced Standing

Students who have acquired knowledge and skills in music by means other than taking college courses may petition the department for the opportunity to take challenge exams. Based upon results, students may be given waivers, with or without course credit, for specific requirements. Ordinarily, this method of obtaining advanced placement is restricted to 100- and 200-level requirements. The student is charged a fee for each challenge exam administered. A limit of 16 credit hours per student for challenge exams is imposed.

Special Fees for Private Music Lessons

In addition to a $50 music major fee, which is charged every semester to all music majors, there are lesson fees associated with the applied music sequence of courses. There are lab fees charged for courses associated with the recording studio and digital music. Lesson and lab fees are paid in addition to tuition and are subject to change. These fees are posted in each semester's course guide.

Graduation Requirements

Upon successful completion of the program requirements and the graduation requirements listed below, the student will be awarded a bachelor of music in contemporary and popular music degree.

- completion of 125 credit hours
- minimum GPA of 2.00 in MUS courses
- minimum GPA of 2.00

Associate of Science in Contemporary and Popular Music

Learning Outcomes

In the associate of science in contemporary and popular music program, students study jazz and contemporary popular music an intimate, supportive musical community. The curriculum is intentionally broad-based and welcomes students with diverse musical backgrounds, including backgrounds in rock and popular music. Students enjoy close contact with the faculty and have access to a fully-equipped professional recording studio. In their course of study, students acquire foundational skills that will help them attain a career in music performance or entrance into a baccalaureate program. Students in this program can expect exposure to jazz (classic, Latin and contemporary), popular (rock, progressive rock, rhythm and blues, and more) and classical (traditional and contemporary) styles. Upon completion of the degree, graduates will:

- have learned to play their primary instrument to at least an intermediate level in jazz and contemporary styles and be familiar with the performance conventions of other appropriate styles
- have knowledge of the components of "professionalism" within the field of music
- be well educated in the areas of music theory, aural skills, music history and the business of music
- have learned to improvise on their primary instruments to at least an intermediate level in a range of jazz and contemporary styles and show evidence of an emerging personal style
- be well educated generally and have good written and spoken communication skills

Transfer

The curriculum is designed to facilitate maximum transferability of credits to a baccalaureate program. In the current 2+2 agreement with the University of Maine (UM) [Orono], qualifying UMA students may transfer to UM to continue study. Completion of the UM baccalaureate degree requires a minimum of two years of additional study after completion of the UMA associate of science degree.

Advanced Standing

Advanced standing may be awarded to students for MUS courses on the basis of transfer credit or the passing of challenge examinations. Students must petition for advanced standing by submitting the appropriate forms to the music department. Ordinarily, the limit for advanced standing in MUS courses would be 15 credit hours. Beyond this, required MUS courses might be waived but the student would be required to earn credit in other courses equivalent to the credit attached to waived courses.

Advising

All students are required to meet with their advisors prior to registration. An advisor's signature or electronic equivalent is required for registration. Students are encouraged to continue to meet with their advisors on a regular basis to help ensure a productive and meaningful college experience.

- Junior Standing Jury: to be done prior to acceptance into the Bachelorette program in music (optional for AS degree)

Career Opportunities

The Bachelor of Music degree is an important preparatory step to many music-related careers. The student's choice of concentration area will be a significant determining element in the career path. (Additional or graduate study will be required for careers in some of these areas.) A few highlights include:

- Performing professional musician
- Composer/songwriter
- Recording engineer
- Digital music specialist
- K-12 Music educator
- College-level educator (graduate studies required)
- Private music lesson instructor
- Touring and Road work
- Music retail
- Music/artist management
- Church music director

CONTEMPORARY & POPULAR MUSIC, BACHELOR OF MUSIC

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (84 CREDIT HOURS):

- ❑ Bachelor's Degree Audition
- ❑ Complete six semesters of MUS 100 Recital Lab
- ❑ MUS 101 Music Theory and Practice I (4) ★
- ❑ MUS 181 Piano Lab I (1)
- ❑ MUS 102 Music Theory and Practice II (4)
- ❑ MUS 182 Piano Lab II (1)
- ❑ MUS 203 Music Theory and Practice III (4)
- ❑ MUS 204 Music Theory and Practice IIII (4)
- ❑ MUS 221 Arranging I (3)
- ❑ Four semesters of MUS 141 Applied Music: Major Instrument or Voice (8)
- ❑ **MUS 142 Applied Music Jury**: Outcome of "successful" or "prepared"
- ❑ Four semester of MUS 151 First Year Ensemble Sequence (4)
- ❑ MUS 171 Introduction to Computer Applications for Music (3)
- ❑ MUS 271 Digital Music Systems (3)
- ❑ Complete one of the following (3):
  AUD 219 Introduction to Audio Recording
  MUS 222 Arranging II
- ❑ MUS 270 Music Business (3)
- ❑ Complete one of the following (3):
  MUH 117 Dream Machine: History of Rock and Roll
  MUH 160 World Music
- ❑ MUH 333 Western Music History (3)
- ❑ MUH 334 Jazz History (3)
- ❑ Students must successfully complete 9 credits of General Education requirements prior to junior year.
- ❑ Students must complete the junior standing audition or portfolio review before junior year.
- ❑ MUS 323 Composition I (3)
- ❑ Three semesters of MUS 345 Applied Music: Major Instrument or Voice (6)
- ❑ MUS 435W Senior Seminar: Contemporary Music, 1945 to the present (3)
- ❑ MUS 448 Senior Concert (2)
- ❑ Complete 16 credit hours from the following electives (16):
  MUS 272 Electronic Dance Music Production (3)
  MUS 300 Applied Music Synthesis (3)
  MUS 305 Form and Analysis (3)
  MUS 306 Modern Concepts in Jazz Improvisation (2)
  MUS 315 Transcription (3)
  AUD 319 Advanced Audio Technology (3)
  MUS 324 Composition II (3)
  MUS 355 Junior Ensemble Sequence (1) may be repeated
  MUS 362 Methods of Teaching Music (3)
  MUS 463 Instrumental Conducting and Rehearsal techniques (3)

OTHER PROGRAM REQUIREMENTS (31 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following courses (3) ★:
  ENG 102W Introduction to Literature
  ENG 317W Professional Writing
- ❑ Complete any History course (3) ★
- ❑ Complete one of the following Humanities electives (3) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 100 Mathematics & Its Application (3) ★ ***or higher-level math course***
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ Complete one of the following Computer Information Systems courses (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ Complete two of the following Social Science electives (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (6 CREDIT HOURS):

- ❑ Complete 6 general elective credits, enough to reach 121 total credits. ***Must be above introductory level***.

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

CONTEMPORARY & POPULAR MUSIC – *MUSIC EDUCATION CONCENTRATION*, BACHELOR OF MUSIC

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (87 CREDIT HOURS):

- ❑ Bachelor's Degree Audition
- ❑ MUS 101 Music Theory and Practice I (4) ★
- ❑ MUS 181 Piano Lab I (1)
- ❑ MUS 102 Music Theory and Practice II (4)
- ❑ MUS 182 Piano Lab II (1)
- ❑ MUS 203 Music Theory and Practice III (4)
- ❑ MUS 204 Music Theory and Practice IIII (4)
- ❑ MUS 221 Arranging I (3)
- ❑ MUS 222 Arranging II (3)
- ❑ Four semesters of MUS 151 First Year Ensemble Sequence (4)
- ❑ MUS 271 Digital Music Systems (3)
- ❑ MUH 333 Western Music History (3)
- ❑ MUH 334 Jazz History (3)
- ❑ Complete six semesters of MUS 100
- ❑ Four semesters of MUS 141 Applied Music: Major Instrument or Voice (8)
- ❑ **MUS 142 Applied Music Jury**: Outcome of "successful" or "prepared"
- ❑ Students must successfully complete 9 credits of General Education requirements prior to junior year.
- ❑ MUS 323 Composition I (3)
- ❑ MUS 362 Methods of Teaching Music (3)
- ❑ MUS 463 Instrumental Conducting and Rehearsal Techniques (3)
- ❑ MUS 435W Senior Seminar: Contemporary Music, 1945 to the present (3)

MUSIC EDUCATION CONCENTRATION (30 credits)

- ❑ Students must pass the praxis Core Academic Skills for Educators exam before being admitted to the concentration.
- ❑ Students must select 6 credits from the following (6):
  - *MUS 262 Woodwind Techniques (2)*
  - *MUS 263 Brass Techniques (2)*
  - *MUS 264 String Techniques (2)*
  - *MUS 265 Percussion Techniques (2)*
  - *MUS 266 Vocal Techniques (2)*
- ❑ EDU 250 Foundations of Education (3)
- ❑ EDU 380 Digital Literacy and Technology in Schools (3)
- ❑ Complete one of the following (3):
  - *EDU 387 Teaching the Exceptional Child in the Regular Classroom* ***(recommended)***
  - *HUS/PSY 345 Problems and Interventions in Childhood*
  - *or accepted MDOE exceptionalities course*
- ❑ Complete one of the following courses (3):
  - *EDU 210 Dimensions of Literacy*
  - *EDU 366 Children's and Young Adult Literature*
  - *EDU 300W Teacher as Researcher*
  - *EDU 331 Sociology of Education*
  - *EDU 401 Educational Psychology*

- ❑ EDU 490 Internship in Student Teaching (12) ***application required for enrollment***

OTHER PROGRAM REQUIREMENTS (31 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following courses (3) ★:
  ENG 102W Introduction to Literature
  ENG 317W Professional Writing
- ❑ MAT 100 Mathematics & Its Application (3) ★ ***or higher-level math course***
- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ Complete one of the following Computer Information Systems courses (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ PSY 100 Introduction to Psychology (3) ★
- ❑ Complete one of the following Social Science electives (3) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (3 CREDIT HOURS):

- ❑ Complete 3 general elective credits, enough to reach 121 total credits. ***Must be above introductory level***.

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

CONTEMPORARY & POPULAR MUSIC, ASSOCIATE OF SCIENCE

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 66 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (47 CREDIT HOURS):

- ❑ MUS 101 Music Theory and Practice I (4) ★
- ❑ MUS 181 Piano Lab I (1)
- ❑ MUS 102 Music Theory and Practice II (4)
- ❑ MUS 182 Piano Lab II (1)
- ❑ MUS 203 Music Theory and Practice III (4)
- ❑ MUS 204 Music Theory and Practice IIII (4)
- ❑ MUS 221 Arranging I (3)
- ❑ MUS 222 Arranging II (3)
- ❑ Four semesters of MUS 151 First Year Ensemble Sequence (4)
- ❑ MUH 131 Survey of Jazz & Contemporary Music (2)
- ❑ MUH 270 Music Business (3)
- ❑ MUH 333 Western Music History (3)
- ❑ MUH 334 Jazz History (3)
- ❑ Music Recital (four semesters of MUS 100)
- ❑ Four semesters of MUS 141 Applied Music: Major Instrument or Voice (8)
- ❑ **MUS 142 Applied Music Jury**: Outcome of "successful" or "prepared"

OTHER PROGRAM REQUIREMENTS (19 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following Humanities electives (3) ★:

  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 100 Mathematics & Its Application (3) ★ ***or higher-level math course***
- ❑ Complete any 100-level laboratory science course (4) ★

- ❑ Complete one of the following Social Science electives (3) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Principles of Economics I (Macroeconomics)
  ECO 202 Principles of Economics II (Microeconomics)
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Cyber Security

Admissions: 1-877-UMA-1234 Ext. 3465 or Augusta - (207) 621-3465 & Bangor (207) 262-7800 Opt. 3
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Diana Kokoska
UMA CIS Website: www.uma.edu/academics/programs/cybersecurity/

Intro/Overview

The emerging field of Cybersecurity is based on an evolving discipline that involves the study of strategy, policy, and standards regarding the security of and operations in cyberspace. Topics include threat reduction, vulnerability reduction, deterrence, international engagement, incident response, resiliency, and recovery policies and activities, including computer network operations, information assurance, law enforcement, diplomacy, military, and intelligence missions as they relate to the security and stability of the global information and communications infrastructure (National Initiative for Cybersecurity Careers and Studies).

Available through a partnership between UMA, UMFK, UMaine, and USM, the Bachelor of Science in Cybersecurity incorporates a multidisciplinary perspective through a combination of courses that offer a holistic approach to cybersecurity education by providing the opportunity to take courses not only in computer science and technology but also in the humanities, social sciences and ethics (e.g. Crisis Communication, Human Communication Skills, Philosophy of Social Media, and Security).

Career Opportunities

Computer-related jobs have been identified by the US Department of Labor Statistics as the fastest-growing occupations. http://www.bls.gov/news.release/ecopro.t06.htm

With billions of dollars in global losses due to cybersecurity exploits, the need for trained experts is growing at an astonishing rate. The U.S. Bureau of Labor Statistics is predicting 37% growth in employment in the cybersecurity field by 2020. Graduates with a B.S. in Cybersecurity will be prepared to fill these new positions as well as a predicted gap in Maine's IT workforce significantly improving the statewide prospect for excellence in the computer-based delivery of information security services.

Student Learning Outcomes

Cybersecurity program graduates will be able to:

1. Apply knowledge of computing and information technologies and use software development and security analysis tools to produce effective designs and solutions for specific cybersecurity problems within a variety of computing platforms and employing an approved secure systems development process model;
2. Identify, analyze, and synthesize scholarly and professional literature relating to the fields of cybersecurity, information security, or information assurance, to help solve specific problems and to stay abreast of the rapidly changing security context;
3. Participate as an active and effective member of a project team engaged in achieving specific computer-based results or solutions;
4. Communicate, both orally and in writing, and negotiate with colleagues and other stakeholders including employees, managers, and executives. Negotiation and communication skills should also extend to all relevant external persons and organizations;
5. Demonstrate sensitivity to and sound judgment on ethical issues as they arise in information security and cyber defense and will adhere to accepted norms of professional responsibility;
6. Integrate knowledge from other disciplines, such as economics, management science, psychology and human factors, with their technical expertise to arrive at practical solutions that work successfully in real organizations; and
7. Use appropriate tools to detect an attack and determine appropriate remedial action based on its progress;

Degree Options

Bachelor of Science Degree: The Bachelor of Science in Cybersecurity program will prepare you for career opportunities or advanced education in the Cybersecurity field including positions in security analysis, information assurance, digital forensics, intelligence, and cyber defense to name a few.

Post-Baccalaureate of Science Degree: The post baccalaureate in Cybersecurity is a bachelor's degree available to students who already hold a baccalaureate degree in another academic field from an accredited institution. With an additional 45 credits of ISS and CIS program requirements, students who originally prepared in another discipline and are seeking credentials to support a career in information science (IS) and/or technology (IT) can earn a second bachelor's degree. Up to 5 classes (15 credits) from a previous degree may be applied to meet the requirements of the Post-Baccalaureate. Thirty (30) credits must be taken at UMA. This is an ideal option for those students who want to make a career change or want to learn contemporary computing skills to meet the changing IT demands of their current position.

CYBER SECURITY, POST BACCALAUREATE OF SCIENCE

BACHELOR DEGREE REQUIREMENTS:

- ❑ Baccalaureate degree from a regionally accredited institution in a different discipline
- ❑ Minimum 45 Credit Hours
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS:

The following courses are prerequisites to the Post Baccalaureate of Science, Cyber Security. If you do not have any of these courses then you will need to complete these in addition to the degree requirements.

- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ CIS 110 Programming Fundamentals (3)
- ❑ CIS 221 Linux (3)
- ❑ CIS 240 Networking Concepts (3)

PROGRAM MAJOR REQUIREMENTS (45 CREDIT HOURS):

- ❑ CIS 255 Database Design (3)
- ❑ CIS 330 Systems Analysis (3)
- ❑ CIS 440 Network Security (3)
- ❑ CIS 460 Computers & Culture (3)
- ❑ ISS 210 Introduction to Information Security (3)
- ❑ ISS 232 Introduction to Cyber Forensics (3)
- ❑ ISS 340 Computer Security (3)
- ❑ ISS 380 Cyber Security Internship (3)
- ❑ ISS 410 Cyber Security I (3)
- ❑ ISS 412 Cyber Security II (3)
- ❑ Complete any two ISS electives (6)
- ❑ Complete any three upper-level (300-400) ISS electives (9)

ADVISING NOTES:

In order to receive a Post Baccalaureate degree at UMA, students must take 30 credit hours beyond their bachelor's degree. Students who have taken or received credit for more than 5 of the classes listed above in their bachelor's degree will need to take additional elective courses. Please see your advisor to discuss options.

CYBER SECURITY, BACHELOR OF SCIENCE

BACHELOR DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (81 CREDIT HOURS):

- ❑ CIS 101 Introduction to Computer Science (3) ★
- ❑ CIS 110 Programming Fundamentals (3)
- ❑ Complete any 200-level or higher programming language (3)
- ❑ CIS 221 Linux (3)
- ❑ CIS 240 Networking Concepts (3)
- ❑ CIS 255 Database Design (3)
- ❑ CIS 330 Systems Analysis (3)
- ❑ CIS 440 Network Security (3)
- ❑ CIS 460 Computers & Culture (3)
- ❑ ISS 210 Introduction to Information Security (3)
- ❑ ISS 232 Introduction to Cyber Forensics (3)
- ❑ ISS 340 Computer Security (3)
- ❑ ISS 380 Cyber Security Internship (3)
- ❑ ISS 410 Cyber Security I (3)
- ❑ MAT 115 Elementary Statistics I (3) ★

Security Electives:

- ❑ Complete any two 200-level or higher ISS or CIS electives (6)
- ❑ Complete any three 300-level or higher ISS or CIS electives (9)

Select one of the following focus areas:

Focus Area: Information Assurance

- ❑ ISS 220 Security Risk Management (3)
- ❑ ISS 240 Security Policy and Governance (3)
- ❑ ISS 250 Auditing IT Infrastructures (3)
- ❑ ISS 310 Information Security Architecture (3)
- ❑ ISS 320 Security Analytics (3)
- ❑ ISS 360 Incident Response (3)
- ❑ ISS 470 Information Security Management (3)

Focus Area: Network Security Analyst

- ❑ CIS 241 Switching and Routing (3)
- ❑ CIS 345 Virtual Systems (3)
- ❑ ISS 320 Security Analytics (3)
- ❑ ISS 332 System Forensics I (3)
- ❑ ISS 412 Cyber Security II (3)
- ❑ ISS 432 Systems Forensics II (3)
- ❑ ISS 470 Information Security Management (3)

Focus Area: Cyber Forensics

- ❑ ISS 320 Security Analytics (3)
- ❑ ISS 332 System Forensics I (3)
- ❑ ISS 334 Cyberlaw (3)
- ❑ ISS 360 Incident Response (3)
- ❑ ISS 432 Systems Forensics II (3)
- ❑ ISS 434 Mobile Forensics (3)
- ❑ ISS 436 Digital Evidence Analysis (3)

Focus Area: General Focus

- ❑ ISS 320 Security Analytics (3)
- ❑ ISS 332 System Forensics I (3)
- ❑ ISS 360 Incident Response (3)
- ❑ ISS 470 Information Security Management (3)
- ❑ Complete any three 300-level or higher ISS electives (9)

OTHER PROGRAM REQUIREMENTS (37 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 111 Algebra II ***or higher*** (3)
- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 365 Organizational Behavior (3)
- ❑ Complete any 100-level Laboratory Science course (4) ★
- ❑ Complete two of the following Social Science electives (6) ★:
  ANT 1xx any 100-level anthropology course
  ECO 1xx any 100-level economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level justice studies course
  POS 1xx any 100-level political science course
  PSY 1xx any 100-level psychology course
  SOC 1xx any 100-level sociology course
  SSC 1xx any 100-level social science course

GENERAL ELECTIVES (3 CREDIT HOURS):

- ❑ Complete any 100-level or higher general elective (3)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Dental Assisting

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Amanda Willette
Website: www.uma.edu/academics/programs/dental-programs/dental-assisting/

Program Objectives

This program is designed for individuals who are interested in becoming members of the dental health care delivery system. The curriculum is designed to provide a broad educational experience in the theory and practice of dental assisting, as well as a background in biological sciences and the humanities.

The dental assisting student will be educated in four-handed dentistry and in duties which may be delegated to dental assistants, including dental radiography, oral health education and business office responsibilities. Students gain practical experience through clinical and laboratory sessions. Extramural clinical experience may be gained through the cooperation of private dental practices, clinics and the Veterans Administration Center in Togus, Maine. Students gain enrichment experiences through extramural rotation assignments in specialty dental practices and community dental clinics. In addition to the permanent faculty, staff is also drawn from practicing dentists and dental hygienists throughout the state.

The curriculum is designed to give the student a well-rounded foundation in health sciences, specific knowledge and clinical skills in the dental sciences, and an understanding in the humanities. The courses are particularly suited to those who have a sincere interest in science and enjoy working with people. The program emphasizes the knowledge and skills necessary for chairside dental assisting, but also prepares students to perform clinical support services, selected laboratory procedures and basic business office procedures.

Upon graduation and successful completion of required examinations, Radiology licensure may be obtained; yet, individuals that have been convicted of a felony may not be eligible for licensure.

The Dental Assisting Program is accredited by the Commission on Dental Accreditation (CODA) of the American Dental Association. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312)440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611.

It is a goal of the Dental Assisting Program to provide a broad educational experience, encompassing didactic and clinical phases, for dental assistants to become competent in all functions that are currently identified in the Accreditation Standards for Dental Assisting.

The Dental Assisting Program will provide educational experience (which includes didactic and clinical phases) for dental assistants to become laboratory competent in the following functions as identified in the Maine Dental Practice Act. Students who complete the Dental Assisting Program should be able to:

- follow all state rules, laws and regulations pertaining to the scope of practice of dental assistants when carrying out key dental assisting functions such as, but not limited to: taking impressions, pouring up and trimming study casts, placing and removing matrix bands, orthodontic functions, and collecting patient data such as dietary analysis;
- evaluate, interpret and synthesize both patient histories (medical, dental, etc.), as well as current dental research for patient education regarding oral health and diseases, including preventive and maintenance measures;
- educate and promote oral health and its relationship to systemic health to patients and the public;
- collect, maintain and organize data according to state and federal laws, including: patient records, radiographic images, intraoral photography, etc., in electronic databases as well as paper records;
- understand and utilize proper state, federal and professional procedures and protocols for both patient and work place safety including proper infection control procedures, proper handling and disposal of hazardous materials, Bloodborne Pathogens Standards, Hazard Communications, and all other standards and procedures set forth by OSHA, the CDC and other bodies;
- understand, be sensitive to, and modify treatment as necessary in order to accommodate the disabilities, ethnic, or cultural needs of the patient;
- demonstrate the breadth and depth of knowledge in the basic and social sciences, written and oral communications, college mathematics, dental sciences and clinical practice in order to be a productive contributor in a variety of settings such as: private offices, public health, or government installations;
- demonstrate ethics, professionalism, community engagement, and professional development;
- demonstrate critical thinking skills that allow the dental assistant to function in the orderly, neat and sequential manner required for chairside, 4-handed, dental assisting.

Admissions (see UMA general requirements)

To be considered for admission to dental assisting, all applicants must have the following (emphasis is placed on the science grades in admission decisions):

- A high school diploma or General Equivalency Diploma.
- Passed all courses indicated by placement tests in math, reading, and writing with a grade of "C-" or better. A math placement test is not required for those who have passed a college math course. Reading and writing placement tests are not required for those who have passed ENG 101.
- Applicants are required to have taken one year of a laboratory science, preferably biology or chemistry with a grade of "C-" or better and have satisfactorily completed courses in mathematics.
- A cumulative grade point average of 2.50 or higher on a 4.0 scale.
- Grades of "C-" or better in courses applied toward degree credit.
- Students accepted for admission are further required to have a complete physical examination within three months prior to entering the program. In addition, students must begin the Hepatitis B vaccination series at least two months prior to beginning the first clinical semester. Students must be immunized against tetanus within the last ten years. Students must have had a Varicella titer or Varicella vaccine series or documentation from a physician stating history of disease before beginning clinical courses in September. Also, the Influenza vaccine will be required before November 1st for each clinical year.
- It is solely the responsibility of the applicant to ensure that the completed application and related materials (such as high school transcripts, test scores, any transcripts of grades beyond high school, recommendations, etc.) are received by the Office of Admissions. Early application is encouraged because class size in limited.

English Language Proficiency Requirement

Courses and clinical training in Dental Assisting or Dental Health require effective communication skills in speaking, reading, and writing in English at a level that ensures the student's ability to benefit from and make satisfactory progress in academic instruction involving patient treatment and safety. A student must be able to effectively communicate with patients during treatment and obtain necessary verbal informed consent during patient care and potential medical emergencies. Students will be asked to indicate their English language proficiency in each of the following areas: speaking, reading, and writing.

Fees

Each dental assisting student purchases clinical uniforms & clinical shoes. Transportation costs to clinical assignments are the student's responsibility. The estimated cost for books and supplies, beyond tuition, room and board, is approximately $2,500. These fees are subject to change without notice.

Criminal Background Checks

Applicants to the Dental Assisting and Dental Hygiene programs should be aware that a criminal background check may be required while enrolled in the program or as a condition of professional employment. Internship sites may limit or deny clinical privileges to those who have a prior or current criminal record. If denied clinical privileges, the student is at risk of not being able to obtain the number of clinical hours required for graduation. Students will be expected to provide clinical internship sites with a current background check at the request of the interning site(s), with associated expenses the students' responsibility.

Applicants of the dental assisting and dental hygiene programs should also be aware that full disclosure regarding criminal background checks could preclude the ability to obtain professional licensure.

Mandatory Orientation

Students accepted into the Dental Assisting Program are required to attend a mandatory Dental Assisting Program Orientation prior to beginning clinical coursework. Failure to attend this required session will jeopardize your admission status in the Dental Assisting Program. Dental Assisting Program Staff will be notify students of the date and time of this event at least one month prior or upon acceptance into the Program.

Academic Progress

Students enrolled in the Dental Assisting Program must earn a C- or better in all courses applied to the certificate in order to remain in the program.

To be eligible for certificate completion, the student must have successfully completed all requirements, have a minimum of 42 credit hours, and a grade point average of at least 2.50. Professional conduct and attitude are expected at all times.

Certification

Upon graduation students will be eligible to take the Dental Assisting National Board (DANB); which includes General Chairside, Radiation Health and Safety, and Infection Control Exams. Successful completion of the examination carries with it the credential of Certified Dental Assistant (CDA) and qualifies the candidate for licensure in dental radiography from the Maine Board of Dental Examiners. Additionally, after one year of full-time practice or two years of part-time practice, the CDA can apply to enroll in the UMA Expanded Function Program.

DENTAL ASSISTING, ASSOCIATE OF SCIENCE

ADMISSIONS REQUIREMENTS:

- ❑ High School Diploma or General Equivalency Diploma (GED)
- ❑ One year of laboratory science (preferably biology or chemistry)
- ❑ Successful completion of a mathematics course (Basic Math, General Math, Business Math, Pre-Algebra, Algebra I, Algebra II, Algebra/Trigonometry or Geometry)
- ❑ ENG 100 Introduction to Academic Reading and Writing or course waiver
- ❑ 2.5 Grade Point Average (GPA) or higher

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 66 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.50
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

CLINICAL COURSE PREREQUISITES:

Before entering the clinical portion of the dental assisting program, students are required to have the following:

- ❑ Complete physical examination within three months of entering the program
- ❑ Hepatitis B vaccination series initiated prior to the first clinical semester
- ❑ Current certification in Healthcare Cardiopulmonary Resuscitation (CPR) or equivalent
- ❑ Recent tetanus immunization (within ten years)
- ❑ PPD within one year
- ❑ Varicella Zoster Titer

Students should meet with their faculty advisor to verify readiness for graduation prior to submitting a graduation card.

PROGRAM MAJOR REQUIREMENTS (34 CREDIT HOURS):

All courses must be passed with a "C-" or better.

- ❑ DEA 102 Biodental Sciences I (3)
- ❑ DEA 152 Dental Office Management (2)
- ❑ DEA 154 Biodental Sciences II (3)
- ❑ DEA 200 Preclinical Dental Assisting Lab (4)
- ❑ DEA 201 Preclinical Dental Assisting Theory (4)
- ❑ DEA 213 Dental Materials (3)
- ❑ DEA 250 Clinical Practice (7)
- ❑ DEA 253 Dental Health Education (3)
- ❑ DEH 203 Dental Radiology (2)
- ❑ DEH 204 Dental Radiology Lab (2)
- ❑ DEH 225 Professionalism for Oral Health Provider (1)

OTHER PROGRAM REQUIREMENTS (29 CREDIT HOURS):

All courses must be passed with a "C-" or better.

- ❑ COM 101 Public Speaking (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following Humanities (3) ★:

  ENG 102W Introduction to Literature
  ENG 202W Survey of British Literature I: Beowulf to the Romantics
  ENG 203W Survey of British Literature II: Romantics to the 21st Century
  ENG 250W American Literature to 1900
  ENG 251W American Literature 1900 – Present
  WGS 101W Introduction to Women's Studies

- ❑ Complete any 100-level mathematics course or higher (3) ★
- ❑ BIO 100 Human Biology (4) ★
- ❑ BIO 104 Human Nutrition (3)
- ❑ CHY 100 Fundamentals of Chemistry (4)
- ❑ PSY 100 Introduction to Psychology (3) ★
- ❑ CIS 100 Introduction to Computer Applications (3) ★

GENERAL ELECTIVES (3 CREDIT HOURS):

- ❑ Complete 3 credits of any 100-level or higher elective (3)

ADVISING NOTES:

- The Dental Assisting Program is accredited by the Commission on Dental Association of the American Dental Association. This program emphasizes the knowledge and skills required for chairside dental assisting. It also prepares students with the skills needed to provide clinical support services and perform selected laboratory procedures, as well as basic business office procedures.
- Students in their final semester will be eligible to take the Certification Examination in General Chairside Assisting and Radiation Health and Safety administered by the Dental Assisting National Board. Successful completion of the examination carries with it the credential of Certified Dental Assistant (CDA) and qualifies the candidate for licensure in Dental Radiography from the Maine Board of Dental Examiners.
- A minimum grade of "C-" is required in all courses applied to the degree.
- Students must complete PSY 100, COM 101, and BIO 100 prior to the start of pre-clinical coursework.

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Dental Hygiene

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Dawn Bearor
Website: www.uma.edu/academics/programs/dental-programs/dental-hygiene/

Bachelor of Science in Dental Hygiene

Intro/Overview

This program offers professional education, in an individualized program of study, to prepare dental hygienists for positions of responsibility in a variety of settings, including health care delivery, research, education and public health, and for further study. Advanced dental hygiene courses increase the depth of professional knowledge while selections in general studies give breadth to the education.

Program Objectives

This program is designed to enable students to further the knowledge, skills, and professional behaviors needed for the competent and responsible practice of dental hygiene. It is designed to create an intellectual environment which fosters the development of individuals who are literate, capable of making decisions and solving problems, and motivated to be life-long learners. The goals of this program are to provide students with an advanced level of the following:

- the necessary biophysical, psychosocial, and dental science knowledge requisite for a comprehensive understanding of dental hygiene practice
- the technical skills, both fundamental and advanced, essential to the practice of dental hygiene
- the reasoning, judgment and leadership necessary to develop problem-solving and decision making skills
- the theoretical bases and research and communication skills necessary for the acquisition, advancement, and dissemination of dental hygiene knowledge
- the interaction skills, both verbal and nonverbal, to effect change
- the professional and ethical characteristics for the responsible practice of dental hygiene within society

Learning Outcomes

Upon satisfactory completion of the program, the student will be able to:

1. competently practice dental hygiene in a variety of health care and educational settings
2. demonstrate concern for the quality of care
3. exhibit an intellectual curiosity which will enable them to respond to a changing profession and society

Admissions Requirements (see UMA general requirements)

Applicants for admission to the Bachelor of Science in dental hygiene degree program must have an associate degree in dental hygiene from an institution accredited by the Commission on Dental Accreditation (CODA) of the American Dental Association. It is solely the responsibility of the applicant to ensure that the completed application and related materials (high school transcript, college transcripts, test scores, recommendations, etc.) are received by the Office of Admissions and Enrollment Services. Class sizes are limited so early application is encouraged.

English Language Proficiency Requirement

Courses and clinical training in Dental Assisting or Dental Health require effective communication skills in speaking, reading, and writing in English at a level that ensures the student's ability to benefit from and make satisfactory progress in academic instruction involving patient treatment and safety. A student must be able to effectively communicate with patients during treatment and obtain necessary verbal informed consent during patient care and potential medical emergencies. Students will be asked to indicate their English language proficiency in each of the following areas: speaking, reading, and writing.

Graduation Requirements

All students enrolled in the dental hygiene program must achieve a minimum cumulative grade point average of 2.50 and at least a grade of "C-" in all courses applied toward degree credit to remain in the program. To be eligible for graduation, the student must have successfully completed all requirements, have a minimum of 120 credit hours and a grade point average of at least a 2.50. Professional behavior and attitude are expected at all times.

Associate of Science in Dental Hygiene

Intro/Overview

A program in dental hygiene provides an attractive opportunity to men and women interested in health careers who enjoy attention to detail, utilizing fine motor skills, and interacting one-on-one with people. The Associate degree program is accredited by the Commission on Dental Accreditation (CODA) of the American Dental Association. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312)440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611. It is the goal of the Dental Hygiene Program to educate the students, both didactically and experientially to be current in the profession of dental hygiene, to a degree whereby the student can become clinically competent in all of the dental hygiene procedures recognized by the Maine Practice Act. Also, the Dental Hygiene Program will teach all remaining procedures and experiences required by CODA to laboratory competency. The main concern of the dental hygienist is the maintenance of good oral health in relation to total health. The student is educated to perform clinical services on student partners and then to the public to include patient assessment, instrumentation, dental radiography, application of fluorides and sealants, locally delivered chemotherapeutics, and administration of local anesthesia. The student also learns to be an oral health educator, and to teach patients and the community the principles of preventive oral health care. The program emphasizes the dental hygienists' role in the prevention of oral disease. Laboratory equipment and a modern dental hygiene clinic are among the facilities provided by the program.

Extramural clinical experience may be gained through the cooperation of the Veterans Administration Center in Togus, Maine. Students gain enrichment experiences through extramural rotation assignments in specialty dental practices and community dental clinics. In addition to the permanent faculty, staff are also drawn from practicing dentists and dental hygienists throughout the state.

The curriculum is designed to give the student a well-rounded foundation in health sciences, specific knowledge and clinical skills in the dental sciences, and an understanding in the humanities. The courses are particularly suited to those who have a sincere interest in science and enjoy working with people.

Upon graduation and successful completion of required examinations, licensure may be obtained; yet, individuals that have been convicted of a felony may not be eligible for licensure.

Admissions Requirements (see UMA general requirements)

To be considered for admission to dental hygiene, all applicants must have the following (emphasis is placed on the science grades in admission decisions):

- a high school diploma or General Equivalency Diploma
- completed college preparatory or college level laboratory courses in biology and chemistry with grades of "C-" or better
- passed algebra I
- passed all courses indicated by placement tests in math, reading, and writing. A math placement test is not required for those who have passed a college math course. Reading and writing placement tests are not required for those who have passed ENG 101.
- a cumulative grade point average of 2.50 or higher on a 4.0 scale
- grades of "C-" or better in courses applied toward degree credit

It is solely the responsibility of the applicant to ensure that the completed application and related materials (high school transcript, transcripts beyond high school, placement test scores, etc.) are received by the Office of Admissions and Enrollment Services. Class sizes are limited so early application is encouraged. The first review date is in February.

Applicants who have not completed the dental hygiene entrance requirements may be offered admission to the Liberal Studies Program. When the Dental Hygiene Program entrance requirements have been successfully completed, the student will be considered for admission to the Dental Hygiene Program, along with other qualified applicants, as space allows. Admission to the Dental Hygiene Program is competitive and those students whose academic history reflects both an ongoing pattern of success and higher grades than the minimum required (with strong grades achieved particularly in the science coursework) are given greatest admission consideration.

CLINICAL COURSE PREREQUISITE:

Before entering the clinical portion of the dental hygiene program, normally in September of the second year of the curriculum, students are required to attend a mandatory pre-clinical student orientation. Details include fulfilling the requirements of a physical examination, completing selected immunizations and titers, obtaining certification in healthcare provider cardiopulmonary resuscitation (CPR) or equivalent, and fitting for professional eyewear. Any student who does not attend the mandatory orientation risks forfeiting their seat in the program. Once admitted into the clinical portion of the curriculum, an annual PPD, maintenance of CPR certification and medical insurance coverage are required. Applicants

considering dental hygiene need to be aware that this program is academically rigorous and physically demanding, requiring long periods of time in a seated position. Tasks require hand-eye coordination, visual acuity, fine motor dexterity and close focus vision.

DENTAL HYGIENE SERVICES:

The goal of the Dental Hygiene Programs is to educate the students, both didactically and experientially to be current in the profession of dental hygiene and clinically competent in all of the dental hygiene procedures recognized by the Maine State Practice Act. The Dental Hygiene Program will teach any other procedures or experiences required by CODA to laboratory competency.

FEES:

Each dental hygiene student must purchase an instrument kit, lab coat, and clinical uniforms. Transportation costs to attend extramural clinical sites are the student's responsibility as are the licensing examination fees. Many of the dental hygiene courses have additional fees attached to them. The estimated cost for course fees is approximately $4,500.

CRIMINAL BACKGROUND CHECKS:

Applicants to the Dental Assisting and Dental Hygiene programs should be aware that a criminal background check may be required while enrolled in the program or as a condition of professional employment. Internship sites may limit or deny clinical privileges to those who have a prior or current criminal record. If denied clinical privileges, the student is at risk of not being able to obtain the number of clinical hours required for graduation. Students will be expected to provide clinical internship sites with a current background check at the request of the interning site(s), with associated expenses the students' responsibility.

Applicants of the dental assisting and dental hygiene programs should also be aware that full disclosure regarding criminal background checks could preclude the ability to obtain professional licensure.

ACADEMIC PROGRESS:

All students enrolled in the Dental Hygiene Program must achieve a minimum cumulative grade point average of 2.50 and at least a grade of "C-" in all courses applied toward degree credit to remain in the program. To be eligible for graduation, the student must have successfully completed all requirements, have a minimum of 89 credit hours and a grade point average of at least a 2.50. Professional behavior and attitude are expected at all times.

Career Opportunities

Skills You'll Acquire

UMA's Dental Health programs consistently produce caring, competent, knowledgeable professionals who provide a valuable service to their communities. Additional skills and abilities found in UMA Dental Health graduates are listed as follows:

Communication

- Promoting awareness of health issues
- Counseling patients about tobacco cessation
- Taking patient histories
- Counseling about dental decay prevention
- Teaching

Technical

- Understanding medical terminology
- Utilizing precision tools
- Using local anesthesia for hygiene purposes
- Detecting and removing calculus and plaque
- Applying fluoride
- Toothbrush and rotary polishing
- Applying sealant
- Utilizing infection control
- Placing medicamentsHuman Development

Careers with Similar Skills

- Interacting with Patients
- Assessing Individuals with needs
- Managing patients throughout lifespan
- Understanding basic human needs
- Clarifying values

Organization

- Assessing medical, nutritional, and dental histories
- Determining implications
- Behaving professionally
- Making ethical decisions and judgments
- Applying theory to clinical practice
- Implementing and evaluating plans

Careers You Can Seek

The certificate program in Dental Assisting prepares students for the Dental Assisting National Board exam and for entry-level assisting positions. The Associate of Science in Dental Hygiene prepares students for entry-level positions in Dental Hygiene and may have application to other fields. Completion of the Bachelor of Science degree in Dental Hygiene further broadens one's career opportunities. The selected list which follows indicates a range of career possibilities.

Health Care

- Chairside Dental Assistant
- Clinical Dental Hygienist
- Dental Lab Technician
- Public Dental Hygienist
- Patient Educator
- Public Health Hygienist
- Public Health Supervision Status
- Orthodontic Dental Assistant
- Oral Surgery Dental Assistant
- Military Dental Assistant & Hygienist

Education/Human Services

- State Oral Health Program Director*
- Dental Hygiene Educator
- Community Educator
- College Professor*
- Tobacco Cessation Counselor
- Public Health/Government Clinics

Careers with Similar Skills

- Dental Office Manager
- Podiatric Medical Assistant
- Physical Therapy Assistant
- Occupational Therapy Assistants
- Ophthalmic Medical Assistant
- Dental Ceramist*

Business

- Dental Company Educator*
- Pharmaceutical Sales
- Dental Medical Equipment Salesperson
- Dental Health Researcher*
- Consultant for Dental Offices

*Baccalaureate or graduate level study is generally required for these occupations.

DENTAL HYGIENE, BACHELOR OF SCIENCE

ADMISSIONS REQUIREMENTS:

- ❑ High School Diploma or General Equivalency Diploma (GED)
- ❑ High School Biology with lab, BIO 110, or BIO 100 (grade of C- or higher)
- ❑ High School Chemistry with Lab, or CHY 100 (grade of C- or higher)
- ❑ High School Algebra I **or** MAT 030: Algebra I
- ❑ ENG 100 Introduction to Academic Reading & Writing **or** course waiver
- ❑ MAT 009 Foundations of Mathematics **or** course waiver

Transfer students who have completed 12 credit hours or more (excluding remedial or developmental courses) will be considered for admissions if they have a 2.50 grade point average or higher and grades of C- or better in courses applied toward degree credit. The program will evaluate individually other qualified applicants who do not meet these criteria.

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 120 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.50
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.50

CLINICAL COURSE PREREQUISITES:

Before entering the clinical portion of the dental hygiene program, normally in the second year of the curriculum, students are required to attend a mandatory pre-clinical student orientation. Any student who does not attend the mandatory orientation risks forfeiting their seat in the program.

The Programs teach and utilize the Center for Disease Control Infection Control Guidelines. (www.cdc.gov/vaccines/adults/rec-vac/hcw.html) and therefore dental hygiene students must fulfill the requirements of having a physical examination, and completing specified immunizations and titers, specifically: Hepatitis B Vaccine Series with Titre indicating immunity; Varicella vaccine, history of the disease, or titre showing immunity; Tetanus with the past 10 years; Flu vaccine each year enrolled in the clinical coursework; Tuberculin Skin Test on an annual basis. Students are required to have medical insurance coverage and must obtain certification in healthcare provider level cardiopulmonary resuscitation (CPR) or equivalent, and be fitted for professional magnification eyewear.

Applicants considering dental hygiene need to be aware that this program is academically rigorous and physically demanding, requiring long periods of time in a seated position. Tasks require hand-eye coordination, visual acuity, fine motor dexterity and close focus vision.

BACKGROUND CHECKS:

Applicants to the Dental Hygiene program should be aware that a criminal background check may be required while enrolled in the program or as a condition of professional employment. Internship sites may limit or deny clinical privileges to those who have a prior or current criminal record. If denied clinical privileges, the student is at risk of not being able to obtain the number of clinical hours required for graduation. Students will be expected to provide clinical internship sites with a current background check at the request of the interning site(s), with associated expenses the students' responsibility.

PROGRAM MAJOR REQUIREMENTS (69 CREDIT HOURS):

All courses must be passed with a "C" or better.

- ❑ DEH 200 Preclinical Dental Hygiene (4)
- ❑ DEH 201 Preclinical Dental Hygiene Theory (5)
- ❑ DEH 202 Head & Neck Anatomy, Histology & Embryology (5)
- ❑ DEH 203 Dental Radiology (2)
- ❑ DEH 204 Dental Radiology Lab (2)
- ❑ DEH 225 Professionalism for Oral Health Provider (1)
- ❑ DEH 250 Clinical Dental Hygiene I (2)

- ❑ DEH 251 Clinical Dental Hygiene Theory (2)
- ❑ DEH 252 Oral Pathology (2)
- ❑ DEH 254 Nutrition in Oral Health (2)
- ❑ DEH 255 Oral Health Considerations for Target Populations (2)
- ❑ DEH 300 Clinical Dental Hygiene II (3)
- ❑ DEH 301 Clinical Dental Hygiene Theory II (3)
- ❑ DEH 302 Pharmacology (3)
- ❑ DEH 303 Periodontology (2)
- ❑ DEH 304 Dental Anxiety and Pain Management (3)
- ❑ DEH 305 Community Dentistry I (2)
- ❑ DEH 350 Clinical Dental Hygiene III (4)
- ❑ DEH 351 Clinical Dental Hygiene Theory III (2)
- ❑ DEH 352 Dental Specialties (2)
- ❑ DEH 353 Community Dentistry II (2)
- ❑ DEH 354 Ethics and Jurisprudence (2)
- ❑ DEH 449 Current Concepts in Dental Hygiene I (3)
- ❑ DEH 489 Current Concepts in Dental Hygiene II (3)
- ❑ Complete six credit hours from the following course options (6):
  DEH 380 Preclinical Expanded Functions (6)
  DEH 400 Practicum in Dental Hygiene (3-6)
  DEH 494 Independent Study in Dental Hygiene (3-6)

OTHER PROGRAM REQUIREMENTS (51 CREDIT HOURS):

- ❑ Complete one of the following Communications electives (3) ★:
  COM 101 Public Speaking
  COM 102 Interpersonal Communications
  COM 104 Communication in Groups & Organizations
  COM 106 Oral Communication of Literature
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ Complete one of the following Cultural Diversity electives (3):
  ENG 2xx any 200-level English or higher
  ENG 320W Grant Writing
  WGS xxx any Women's and Gender studies course
- ❑ MAT 111 Algebra II ***or higher-level math course*** (3) ★

- ❑ MAT 115 Elementary Statistics I (3)
- ❑ BIO 210 Anatomy and Physiology (4)
- ❑ BIO 280 Introduction to Human Disease (3)
- ❑ BIO 321 Microbiology (4)
- ❑ CHY 108 Allied Health Chemistry *(or CHY 117 Introduction to Organic & Biochemistry)* (4) ★
- ❑ PSY 100 Introduction to Psychology (3) ★
- ❑ SOC 101 Introduction to Sociology (3) ★
- ❑ Complete one of the following Computer Information Systems courses (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

DENTAL HYGIENE, ASSOCIATE OF SCIENCE

ADMISSIONS REQUIREMENTS:

- ❑ High School Diploma or General Equivalency Diploma (GED)
- ❑ High School Biology with lab, BIO 110, or BIO 100 (grade of C- or higher)
- ❑ High School Chemistry with Lab, or CHY 100 (grade of C- or higher)
- ❑ High School Algebra I **or** MAT 030: Algebra I
- ❑ ENG 100 Introduction to Academic Reading and Writing **or** course waiver
- ❑ MAT 009 Foundations of Mathematics **or** course waiver
- ❑ 2.5 Grade Point Average (GPA) or higher

Transfer students who have completed 12 credit hours or more (excluding remedial or developmental courses) will be considered for admissions if they have a 2.50 grade point average or higher and grades of C- or better in courses applied toward degree credit. The program will evaluate individually other qualified applicants who do not meet these criteria.

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 90 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.50
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.50

(**Note**: The required general education courses are determined based on the date of admissions into the Associate of Arts in Liberal Studies, pre-dental track. The required courses for the major are determined based on the date of matriculation into the Associate of Science, Dental Hygiene degree program.)

CLINICAL COURSE PREREQUISITES:

Before entering the clinical portion of the dental hygiene program, normally in the second year of the curriculum, students are required to attend a mandatory pre-clinical student orientation. Any student who does not attend the mandatory orientation risks forfeiting their seat in the program.

The Programs teach and utilize the Center for Disease Control Infection Control Guidelines. (www.cdc.gov/vaccines/adults/rec-vac/hcw.html) and therefore dental hygiene students must fulfill the requirements of having a physical examination, and completing specified immunizations and titers, specifically: Hepatitis B Vaccine Series with Titre indicating immunity; Varicella vaccine, history of the disease, or titre showing immunity; Tetanus with the past 10 years; Flu vaccine each year enrolled in the clinical coursework; Tuberculin Skin Test on an annual basis. Students are required to have medical insurance coverage and must obtain certification in healthcare provider level cardiopulmonary resuscitation (CPR) or equivalent, and be fitted for professional magnification eyewear.

Applicants considering dental hygiene need to be aware that this program is academically rigorous and physically demanding, requiring long periods of time in a seated position. Tasks require hand-eye coordination, visual acuity, fine motor dexterity and close focus vision.

BACKGROUND CHECKS:

Applicants to the Dental Hygiene program should be aware that a criminal background check may be required while enrolled in the program or as a condition of professional employment. Internship sites may limit or deny clinical privileges to those who have a prior or current criminal record. If denied clinical privileges, the student is at risk of not being able to obtain the number of clinical hours required for graduation. Students will be expected to provide clinical internship sites with a current background check at the request of the interning site(s), with associated expenses the students' responsibility.

PROGRAM MAJOR REQUIREMENTS (57 CREDIT HOURS):

All courses must be passed with a "C-" or better.

- ❑ DEH 200 Preclinical Dental Hygiene (4)
- ❑ DEH 201 Preclinical Dental Hygiene Theory (5)
- ❑ DEH 202 Head & Neck Anatomy, Histology & Embryology (5)
- ❑ DEH 203 Dental Radiology (2)

- ❑ DEH 204 Dental Radiology Lab (2)
- ❑ DEH 225 Professionalism for Oral Health Provider (1)
- ❑ DEH 250 Clinical Dental Hygiene I (2)
- ❑ DEH 251 Clinical Dental Hygiene Theory (2)
- ❑ DEH 252 Oral Pathology (2)
- ❑ DEH 254 Nutrition in Oral Health (2)
- ❑ DEH 255 Oral Health Considerations for Target Populations (2)
- ❑ DEH 300 Clinical Dental Hygiene II (3)
- ❑ DEH 301 Clinical Dental Hygiene Theory II (3)
- ❑ DEH 302 Pharmacology (3)
- ❑ DEH 303 Periodontology (2)
- ❑ DEH 304 Dental Anxiety and Pain Management (3)
- ❑ DEH 305 Community Dentistry I (2)
- ❑ DEH 350 Clinical Dental Hygiene III (4)
- ❑ DEH 351 Clinical Dental Hygiene Theory III (2)
- ❑ DEH 352 Dental Specialties (2)
- ❑ DEH 353 Community Dentistry II (2)
- ❑ DEH 354 Ethics and Jurisprudence (2)

OTHER PROGRAM REQUIREMENTS (33 CREDIT HOURS):

All courses must be passed with a "C-" or better.

- ❑ Complete one of the following Communications electives (3) ★:
  COM 101 Public Speaking
  COM 102 Interpersonal Communications
- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following Humanities (3) ★:
  ENG 102W Introduction to Literature
  ENG 202W Survey of British Literature I: Beowulf to the Romantics
  ENG 203W Survey of British Literature II: Romantics to the 21st Century
  ENG 250W American Literature to 1900
  ENG 251W American Literature 1900 – Present
  WGS 101W Introduction to Women's Studies
- ❑ Complete any 100-level mathematics course or higher (3) ★ ***(note: both MAT 111 and MAT 115 are required for the B.S. degree completion program in Dental Hygiene)***
- ❑ BIO 210 Anatomy and Physiology (4)
- ❑ BIO 280 Introduction to Human Disease (3)
- ❑ BIO 321 Microbiology (4)
- ❑ CHY 108 Allied Health Chemistry *(or CHY 117 Introduction to Organic & Biochemistry)* (4) ★
- ❑ PSY 100 Introduction to Psychology (3) ★
- ❑ SOC 101 Introduction to Sociology (3) ★

ADVISING NOTES:

- A cumulative average of at least 2.50 is required to transfer into the program and to remain in the program.
- A minimum grade of "C-" is required in all courses applied to the degree.
- All students are required to have a physical examination and selected immunizations and titers before entering the clinical portion of the curriculum, normally in September of the second year.
- All students must be currently certified in healthcare provider cardiopulmonary resuscitation (CPR) or equivalent before entering the clinical portion and remain current throughout the remainder of the curriculum.

- Students should meet with their faculty advisor to verify readiness for graduation prior to submitting a graduation card.

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

English

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Ellen Taylor (Augusta)/Chris Bates (Bangor)
Website: www.uma.edu/academics/programs/english/

Intro/Overview
The English program is a traditional liberal arts offering which emphasizes a broad and intensive background in the arts, humanities and sciences. Students who wish to prepare themselves for advanced study, particularly in traditional liberal arts areas, should consider matriculating in this degree.

Mission Statement: UMA students who complete the English degree have learned how to read closely, think critically, and communicate persuasively. Through their knowledge of literature and language, they also understand the aesthetic, historical, and philosophical currents that inform their culture and shape their roles in society. Students with the Bachelor of Arts in English from UMA have a strong foundation for careers in education, public relations, business, law, government, writing/editing, and journalism, among others.

Program Objectives
The Bachelor of Arts in English is a liberal arts program designed to deepen your understanding and appreciation of literature. Within a curriculum that blends the humanities, arts, and sciences, you explore literary works in the context of cultural history and traditions. In the process, you develop skills related to analysis, collaboration, critical reasoning, and written and oral communication – abilities many employers prefer to specific preparation.

As a UMA student, you will enjoy vibrant discussion, personal attention, and close working relationships with the English faculty, a small community of scholars and writers dedicated to teaching. Special areas of study include British and American literature, Maine writers, women's studies, Shakespeare, and creative and technical writing. The skills you gain provide a superb foundation for graduate study or professional careers in teaching, journalism, publishing, and professional writing, as well as administration, business, government, and social services.

Learning Outcomes
The English faculty delivering the Bachelor of Arts in English degree at the University of Maine at Augusta is committed to the development and enhancement of our students' skills, abilities, and competencies and anticipates the following outcomes:

1. Think critically about oral, written, and visual texts
2. Write well developed expository, persuasive, and critical essays
3. Design documents to meet the needs of readers
4. Edit documents effectively
5. Understand and evaluate the rhetorical strategies writers use to achieve their purposes
6. Understand the components of poetry, fictions, and drama
7. Have knowledge of works from different periods and genres within the evolving canon of English language texts, including but not limited to texts of women, ethnic and racial minorities, Anglophone authors, and lesbian and gay authors
8. Understand the historical contexts of literature
9. Understand various critical and theoretical approaches to texts
10. Synthesize knowledge and practice through presentations, performances, projects, and research papers
11. Locate, evaluate and properly site primary source materials, literary criticism, theory, and other scholarly texts

Capstone Course
The UMA English program includes a required capstone course, ENG 499 Senior Seminar, in which majors must enroll during their senior year. This experience is designed to enable graduating students to reflect back upon and analyze their past experiences in English courses, explore the discipline of English, and become well versed in a specific literary subject that impassions them. Further, the senior seminar allows English majors to develop a greater awareness of how they might participate in continued discussions and debates that characterize literary studies.

Admissions Requirements (see UMA general requirements)

Academic Advising
English majors are advised by full-time faculty members and are required to meet with their advisors prior to registration. An advisor's signature or electronic equivalent is required for registration. Students are encouraged to continue to meet with their advisors on a regular basis to help ensure a productive and meaningful college experience.

Graduation Requirements
Upon successful completion of the program requirements listed below, the student will be awarded a bachelor of arts in English degree.

- Completion of 120-121 semester hours of credit
- Minimum cumulative GPA of 2.00
- Completion of 45 semester hours at the upper level (300-400 series) with grades of "C" or better
- Completion of the General Education Requirements
- Completion of the English major requirements

Career Opportunities

Skills You'll Acquire

Students who major in English develop a wide variety of skills which may include persuading, evaluating, problem solving, editing, finding and using resources. An English major may write for a variety of audiences. They may collaborate, analyze, communicate, and build on the ideas of others, asking critical questions, and appreciating different points of view. These skills serve students well as they embark on teaching, writing, public and private sector jobs. The following is a selected list of skills and abilities acquired through the study of English:

Working With People
- Relating to people from different backgrounds
- Assessing human needs
- Interpreting others' beliefs
- Presenting alternative viewpoints
- Understanding audiences
- Working collaborative

Organization
- Summarizing information
- Writing concisely
- Proofreading
- Finding and using resources
- Designing documents
- Meeting deadlines

Communication
- Using one's command of grammar
- Writing creatively
- Writing technical reports
- Explaining in persuasion and argumentation
- Giving directions

Analysis
- Reading charts and graphs
- Evaluating work of others
- Thinking independently
- Comparing information
- Developing hypotheses
- Analyzing different points of view

Careers You Can Seek

Our B.A. degree in English can serve as a foundation for many diverse career paths. The selected list below offers a few options that may be available to you.

Business
- Marketing Communications Manager
- Book Store Manager
- Retail Buyer
- Special Events Marketer
- Merchandiser
- Sales Account Manager
- B2B Content Marketing

Publishing/Media

- News Reporter
- Newsletter Editor/Publisher
- Magazine/Newspaper Columnist
- Copy Editor
- Personnel Director
- Internet Publisher
- Technical Writer/Editor*
- Romance Novelist
- Travel Writer
- Corporate Blogger
- Social Media Manager
- Journalist

Public Sector

- Press Secretary
- Legal Assistant
- Grant Coordinator/Writer
- Lobbyist
- Nonprofit Executive Director
- Communications Manager
- Program Administrator
- Speechwriter

Education/Human Services

- Head Start Teacher
- Literacy Volunteers Coordinator
- Teacher K-12
- University Recruitment Director
- College Professor*
- Curriculum Developer*
- Adult Education Director*

*Graduate-level study is generally required for theses occupations.

ENGLISH, BACHELOR OF ART

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 120 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (48 CREDIT HOURS):

- ❑ ENG 202W Survey of British Literature I: Beowulf to the Romantics (3)
- ❑ ENG 203W Survey of British Literature II: Romantics to the 21st Century (3)
- ❑ ENG 250W Survey of American Literature I: The Colonial Era to the Civil War (3)
- ❑ ENG 251W Survey of American Literature II: Post-Civil War to Contemporary (3)
- ❑ ENG 300W Introduction to Literary Criticism and Theory (3)
- ❑ ENG 301W History of the English Language (3)
- ❑ Complete one of the following Cultural Diversity electives (3):
  - *ENG 305W Irish-American Literature*
  - *ENG 331W African American Literature*
  - *ENG 335W Native American Literature*
  - *ENG 340 Francophone Literature*
  - *ENG 350W Women Writers*
  - *ENG 375W Contemporary Latin American Literature*
  - *ENG 458 Race and Ethnicity in American Culture*
  - *ENG 470W Literature of the Holocaust*
  - *ENG 475W Postcolonial Fiction*
- ❑ Complete one of the following Writing electives (3):
  - *ENG 310W Creative Nonfiction*
  - *ENG 317W Professional Writing*
  - *ENG 325W American Stories: Reading and Writing Memoir*
  - *ENG 351W Creative Writing I*
  - *ENG 452W Creative Writing II*
- ❑ ENG 499W Senior Seminar (3)

Select one of the following Pathways:

No Concentration

- ❑ Complete three 300-level or higher ENG courses (9)
- ❑ Complete four 100-level or higher ENG courses (12)

Cultural Studies Concentration:

- ❑ Complete two of the following introductory courses (6):
  - *AME 201W Introduction to American Studies*
  - *INT 208 Introduction to Interdisciplinary Studies*
  - *WGS 101W Introduction to Women's Studies*
- ❑ Complete any two 300-level or higher AME, INT, or WGS courses (6)
- ❑ Complete any two of the following (6):
  - *DRA 3xx any 300-level Drama course*
  - *ENG 3xx/4xx any 300-level or higher English course*
  - *HGH 3xx any 300-level Holocaust, Genocide and Human Rights Studies course*
  - *HTY 3xx/4xx any 300-level or higher History course*
  - *HUM 3xx any 300-level Humanities course*
  - *PHI 3xx any 300-level Philosophy course*
  - *SOC 306 The Sociology of Culture*
- ❑ AME/ENG 418 Cultural Criticism and Theory: The Arts of Social Change (3)

Writing Concentration:

- ❑ Complete seven from the following, at least three must be 300-level or higher (21):
  ENG 111w Journalism
  ENG 310W Creative Nonfiction
  ENG 315 Mentoring Writers: Practice and Pedagogy
  ENG 313 Digital Writing and Rhetoric
  ENG 317W Professional Writing
  ENG 320 Grant Writing in a Global Economy
  ENG 325W American Stories: Reading and Writing Memoir
  ENG/ART/INT 330 Wham! Bang! Pow! Graphic Storytelling from Form and Practice
  ENG 351W Creating Writing I
  ENG 417W Document Design and Presentation
  ENG 452W Creative Writing II

OTHER PROGRAM REQUIREMENTS (48-49 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ Complete two of the following Fine Arts electives ***one must be studio/performance based*** (6) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete a two-semester sequence of the same Foreign or American Sign language (8)
- ❑ Complete one of the following history sequences (6):
  HTY 103 U.S. History I ***and*** *HTY 104 U.S. History II*
  HTY 105 World Civilizations I, Prehistory to 1500 ***and*** *HTY 106 World Civilizations II, 1500 to Present*
- ❑ MAT 100 Mathematics and Its Application ***or higher 100-level math course*** (3) ★
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ Complete any descriptive or laboratory science course ***must be a different discipline from the laboratory elective above*** (3-4)
- ❑ Complete one of the following Computer Information Systems elective (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ Complete two of the following Social Science electives, ***from two different disciplines*** (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (23-24 CREDIT HOURS):

- ❑ Complete 5-6 credits of any 100-level or higher electives (5-6)
- ❑ Complete 6 credits of any upper-level (300-400 level) electives outside of the English major (6)
- ❑ Complete 12 credits of any upper-level (300-400 level) electives (12)

THE ENGLISH PROGRAM NUMBERING SYSTEM

100-LEVEL COURSES:
At the introductory level, the department offers several writing-intensive 100-level courses that focus on skills in writing and argumentation as well as interpretation. These courses are designed primarily for first-year students. ENG 102W is required for admission to most upper-level English courses.

200-LEVEL COURSES:
200-level courses are designed primarily for English major sophomores and juniors and senior non-majors. It is recommended that English majors enroll in the required British and American survey sequences (202, 203, 204, 250 and 251) early in their programs.

300-LEVEL COURSES:
The majority of English Department courses are at the 300-level. Students should take ENG 300W Introduction to Literary Criticism and Theory after taking the 200-level surveys. 300-level courses provide students with an opportunity to hone reading, critical thinking and writing skills. 300-level courses are open to sophomores, juniors and seniors.

400-LEVEL COURSES:
400-level courses are intensive, discussion-oriented classes that place a premium on independent, student-initiated work. Students in these courses will become active members of the critical scholarly community; as such, research will be a required component of all 400-level literature courses. 400-level courses outside of the senior seminar are open to students who have completed at least one 300-level course and ENG 300W. It is recommended that majors enroll in ENG 499, the senior seminar, during their last 30 credits at UMA.

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Information & Library Science

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Jodi Williams
Website: www.uma.edu/academics/programs/ils/

Bachelor of Science in Information and Library Science

Intro/Overview

The Bachelor of Science degree prepares students to engage in more technical aspects of librarianship as a paraprofessional by developing specialized skills used in library and information centers.

Degree Delivery

The program's major courses (ILS) are offered at a distance using various technologies and are available throughout the world to those with internet access. All non-ILS courses for this degree may be taken through UMA, or with prior approval of the program coordinator, be taken through the University of Maine System or at any regionally accredited college as long as they meet the program requirements.

Admissions Requirements (see UMA general requirements)

Associate of Science in Information and Library Science

Program Objectives

This program prepares individuals for immediate entry into positions which support Information and Library Science professionals; upgrades skills of staff who are presently working in school, public, academic, and special libraries; and in other information intensive positions and organizations.

The program will prepare students for a career as an Information and Library Science assistant and students will examine the policies and issues related to libraries, library careers, and the library profession.

Career Opportunities

The degree programs in Information & Library Science are designed to provide students with the skills needed to support the effective functioning of a library or other information intensive organization. Trained library personnel must respond to the rapid national surge in information technology, and the Information & Library Science program provides relevant courses to assist students in acquiring this evolving knowledge and the skills necessary to become effective and well-informed members of a library team. A certificate, Associate of Science and Bachelor of Science degrees in Information & Library Science are available at UMA

Transferable Skills & Competencies

Graduates of the Information & Library Science program have well-developed computer, organizational, and communication skills. These and other related skills serve our students well as they prepare for careers in libraries and other information intensive organizations. A sampling of representative skills and abilities follow:

Technical

- Using reference tools, print, and online
- Applying computer knowledge
- Using the internet
- Searching databases
- Using original sources
- Informing/explaining/teaching

Communication

- Speaking effectively to groups/individuals
- Raising funds
- Listening and questioning skills
- Conveying ideas systematically
- Writing clearly

Organization

- Cataloging/record keeping
- Paying attention to detail
- Categorizing data

- Compiling data
- Working independently
- Working as a team

Research & Analysis

- Developing budgets
- Handing acquisitions/purchasing
- Evaluating options
- Assessing needs and interests

Careers

The selected list that follows offers a glimpse of the diverse career possibilities for UMA's Information & Library Service majors. For some occupations listed below, additional training may be required.

Access Services
Archivist
Assistant Archivist
Assistant Director
Automation Specialist
Bibliographer
Book Store Manager
Catalog Librarian*
Catalog Maintenance
Children's Services
Circulation Assistant
Circulation Manager
Clipping Service Owner
Computer Specialist
Editor
Education TechnicianFact-Checker
Gallery Manager
Government Documents
Indexer
Information Accounting
Information Assistant
Information Broker
Information Resources
Information Specialist
Inter-Library Loan Specialist
Librarian*
Library Aide
Library Assistant
Library Associate
Library Supervisor
Library Technical OperationsLibrary Technician
Media Specialist*
Preservation Supervisor
Private Investigator
Proofreader
Reference Assistant
Reference Librarian*
Researcher
School Librarian*
Stock Manager
Supervising Library Assistant
Technical Library Assistant
Technical Services Assistant
Technical Services Coordinator
Volunteer Service Coordinator
Webpage Maintenance & Design

* Baccalaureate or Graduate level study is generally required for these occupations.
Some titles of Support Staff Positions in Libraries taken from < http://www.ala.org/ala/hrdr/careersinlibraries/listsupportstaff.htm>

Related website(s):
American Library Association: http://www.ala.org/

INFORMATION & LIBRARY SCIENCE, BACHELOR OF SCIENCE

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 120 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.0
- ❑ 30 Credit Hours of Upper-Level (300-400) Course Work
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.0 (*All* ILS courses must be passed with a C (2.0) or higher.) This means that an ILS student earning a grade of C- or lower in an ILS class must re-take that course.

PROGRAM MAJOR REQUIREMENTS (52 CREDIT HOURS):

All courses must be passed with a C (2.0) or higher.

- ❑ ILS 100 Introduction to Libraries & Library Careers (3)
- ❑ ILS 101 Foundations of Information & Library Science (3)
- ❑ ILS 109 Information Literacy (1)
- ❑ ILS 150 Introduction to Reference Services & Materials (3)
- ❑ ILS 175 Cataloging and Technical Processes (3)
- ❑ ILS 225 Introduction to Library Information Technology (3)
- ❑ ILS 250 Collection Development (3)
- ❑ ILS 325 Digital Library Technology and Services (3)
- ❑ ILS 350 Advanced Librarianship (3)
- ❑ ILS 365 Web Page Design (3)
- ❑ ILS 442 Library Management (3)
- ❑ ILS 499 Senior Capstone Internship or Advanced Research (120 hours onsite) (6)
- ❑ Complete two of the following ILS electives (6):
  ILS 201 Library Services for Teens
  ILS 202 Library Materials and Services for Children
  ILS 203 Survey of Health Sciences Resources
  ILS 205 Readers' Advisory
  ILS 289 Topics in ILS
- ❑ Complete three of the following ILS electives (9):
  ILS 306 Librarian as Teacher
  ILS 312 Introduction to Archives and Manuscripts
  ILS 385 Creating Marketing Materials for Library and Information Agencies
  ILS 412 Digital Preservation for Cultural Institutions
  ILS 441 Information Brokering & other Entrepreneurial Options for Library/Media Professionals

OTHER PROGRAM REQUIREMENTS (43 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course

- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 100 Mathematics and Its Applications ***or higher 100-level math course*** (3) ★
- ❑ Complete any 100-level Laboratory Science course (4) ★
- ❑ Complete two of the following Social Science electives (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course
- ❑ BUA 223 Principles of Management (3)
- ❑ CIS 100 Introduction to Computer Applications (3) ★
- ❑ CIS 101 Introduction to Computer Science ***or higher level CIS course*** (3)
- ❑ Complete any Education course (3)

GENERAL ELECTIVES (25 CREDIT HOURS):

- ❑ Complete 25 credits of any 100-level or higher electives (25) ***Note: Students must complete 30 credits of upper-level (300-400) course work. If not taken as part of the program major requirements and general education requirements, students must include remaining requirements as part of the general electives***

ADVISING NOTES:

All non-ILS courses may be taken at a regionally accredited institution of higher education. Course selection should be approved prior to registration. Course descriptions, syllabi, or statement of learning outcomes of the courses will be helpful in the approval process. For purposes of comparison, UMA course descriptions are available online at http://www.uma.edu/academics/courseguide/

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

INFORMATION & LIBRARY SCIENCE, ASSOCIATE OF SCIENCE

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 66 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00 (All ILS courses must be passed with a C (2.0) or higher. This means that an ILS student earning a grade of C- or lower in an ILS class must re-take that course.)

PROGRAM MAJOR REQUIREMENTS (29 CREDIT HOURS):

All ILS courses must be passed with a C (2.0) or higher

- ❑ ILS 100 Introduction to Libraries & Library Careers (3)
- ❑ ILS 101 Foundations of Information & Library Science (3)
- ❑ ILS 109 Information Literacy (1)
- ❑ ILS 150 Introduction to Reference Services and Materials (3)
- ❑ ILS 175 Cataloging and Technical Processes (3)
- ❑ ILS 225 Introduction to Library Information Technology (3)
- ❑ ILS 250 Collection Development (3)
- ❑ ILS 299 Library Assistant Practicum & Capstone (80 hours onsite) (4)
- ❑ Select two of the following (6):
  - *ILS 201 Library Services for Teens*
  - *ILS 202 Library Materials and Services for Children*
  - *ILS 203 Survey of Health Sciences Resources*
  - *ILS 205 Readers' Advisory*
  - *ILS 289 Topics in ILS*

OTHER PROGRAM REQUIREMENTS (37 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  - *ART 1xx any 100-level Art course*
  - *DRA xxx any Drama course*
  - *ENG 351W Creative Writing I*
  - *ENG 452 Creative Writing II*
  - *MUH 1xx any 100-level Music History course*
  - *MUS 1xx any 100-level Music course*
- ❑ Complete two of the following Humanities electives (6) ★:
  - *AME xxx any American Studies course*
  - *ARH 105 History of Art & Architecture I*
  - *ARH 106 History of Art & Architecture II*
  - *DRA xxx any Drama course*
  - *ENG xxx any English course (except ENG 101 or 317w)*
  - *FRE xxx any French course*
  - *HGH xxx any Holocaust, Human Rights & Genocide course*
  - *HTY xxx any History course*
  - *HUM xxx any Humanities course*
  - *MUH xxx any Music History course*
  - *PHI xxx any Philosophy course (except PHI 135 or 335)*
  - *SPA xxx any Spanish course*
  - *WGS xxx any Women and Gender Studies course*
- ❑ MAT 100 Mathematics & Its Applications ***or higher 100-level MAT course*** (3) ★
- ❑ Complete any 100-level laboratory science course (4) ★

- ❑ Complete one of the following Social Science electives (3) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course
- ❑ BUA 223 Principles of Management (3)
- ❑ CIS 100 Introduction to Computer Applications (3) ★

ADVISING NOTES:

- All non-ILS courses may be taken at a regionally accredited institution of higher education. Course selection should be approved prior to registration. Course descriptions, syllabi, or statement of learning outcomes of the courses will be helpful in the approval process. For purposes of comparison, UMA course descriptions are available online at http://www.uma.edu/academics/courseguide/#catalog.

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Interdisciplinary Studies

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Sarah Hentges
Website: http://www.uma.edu/academics/programs/interdisciplinary/

Description of Major and General Process:

The Interdisciplinary Studies major (INT) asks students to integrate knowledge *between* and *among* the disciplines in order to create a unique approach to education and scholarship. The INT major does not simply lump together two or more disciplines, nor does it compile an assortment of courses. Interdisciplinary studies gives students control and ownership over their education so that this education can best meet students' professional and personal goals.

Students may design an individualized, interdisciplinary major under the supervision of a primary advisor/chair and an Interdisciplinary Studies committee composed of the advisor/chair and two other faculty members. The advisor/chair represents the student's primary area of study and the other two faculty members represent the other two program areas of concentration that comprise the interdisciplinary major. This INT committee will approve the program of study, provide support and guidance for the student's program of study, and may offer independent study or internship advising when relevant.

When choosing a major, composed of a primary area of study (39 credits) and two areas of concentration (18 credits each), students should draw from three disciplinary or interdisciplinary areas. For instance, English, History, and Public Policy; American Studies, Gender Studies, and Human Rights; Justice Studies, History, and Education; Math, Art, and Psychology; Business, Health and Human Services, and French. The primary area of study and the two areas of concentration may be disciplinary or thematic and may be composed by combining existing programs or creating relevant theme areas. For instance a student's major may be named Gender, Art, and Technology and their primary area of study may be Arts and Technology with concentrations in Women's Studies and Computer Information Systems. Or, a major may be American Cultural Studies with a primary area of study in English and concentrations in American Studies and Sociology.

Students will complete a learning proposal for their major in consultation with their advisor/chair and INT committee which includes an outline of their coursework and a statement of interest and intent. Students will also complete an internship and capstone course of their choice as a part of their self-designed INT major.

The interdisciplinary major is not simply a haphazard arrangement of courses; rather, it is a carefully crafted major designed to meet the educational and professional goals of students in ways that traditional and existing UMA majors cannot. Students are required to seek guidance before, during, and after deciding to be an interdisciplinary major and should work closely with their advisor and the INT committee throughout the process.

Outcomes:

Students enrolled in this program will:

- design, propose, and complete a coherent, individualized, and interdisciplinary degree program that is not currently offered at UMA
- write, in collaboration with faculty members, a learning proposal that includes a statement of intent and interest, an outline of courses, and resources the student will utilize toward this major
- experience increased engagement and investment in the educational process
- experience increased satisfaction toward their educational objectives that cannot be met by current departmental majors
- increase their dialogue with and develop closer intellectual and academic relationships with faculty members
- create a broader array of educational opportunities and curriculum possibilities at UMA without additional financial investment
- create opportunities for civic engagement on and off campus

Advising:

All students are required to meet with their advisors prior to registration. An advisor's signature or electronic equivalent is required for registration. Students are encouraged to continue to meet with their advisors on a regular basis to help ensure a productive and meaningful college experience. The Academic and Career Advising Office will initially assign an academic advisor to all Bachelor of Arts and interdisciplinary studies majors upon acceptance to the college. As with any student, they

are free to change advisors. By the time the student is prepared to forward a learning proposal, the student will have established an advisor/chair of their INT committee as well as two other faculty members who represent the students' areas of concentration. Members of the INT committee are not restricted to UMA faculty; however, the INT committee chair must be a member of the full-time UMA faculty.

Admissions:

1. high school diploma or GED;
2. satisfactory SAT scores-applicants are never denied admission based solely on test scores;
3. acceptable class standing, generally upper half of graduating class following a college preparatory program;
4. through placement testing, or other criteria, students must be eligible for ENG 101 and MAT 100

Applicants who do not meet these requirements may qualify for admission by completing 15 credit hours or more at UMA or comparable course work with a minimum 2.00 grade point average.

Procedures

On their application forms, or during their first three semesters at UMA students may select an "Interdisciplinary" major and will be assigned to an advisor who will help them design their major and complete their learning proposal.

At the end of their third semester (45 credits) students will submit a learning proposal. If the student does not submit a learning proposal by the end of the fourth semester, the Registrar will place the student in the baccalaureate degree that best parallels the student's academic record. Students may submit a learning proposal for an interdisciplinary major after their fourth semester with approval from the college dean.

The student's Interdisciplinary Studies Committee (INT committee) will review the learning proposals and forward its recommendations to INT Council. Learning proposals will be reviewed and approved by the INT Council and the forwarded for approval by the Dean and the Provost. Each learning proposal will contain:

1. The title of the major (e.g. Art Therapy, American Cultural Studies, or Women's Studies, for instance); and titles of primary area of study and two areas of concentration (all titles may be disciplinary or interdisciplinary);
2. A statement of interest and intent;
3. The name(s) of the academic advisor(s)/INT committee;
4. An outline of courses the student will be taking in sequential order, or a "sample" curriculum specific to the interdisciplinary program, including any internships or apprenticeships for credit;
5. A justification for the sample curriculum, which may include any of the following where relevant:
    a) course descriptions and sample curricula from other institutions that have programs similar to that of the proposal;
    b) graduate school entry requirements in the discipline;
    c) national and/or state licensing requirements;
    d) professional standards;
6. Outside resources to be utilized, which may include any of the following where relevant:
    a) other universities or colleges
    b) professional organizations
    c) businesses or outside agencies
    d) branches or agencies of government
    e) libraries
7. Signature page
    a) student
    b) academic advisor/INT committee chair
    c) INT committee member I
    d) INT committee member I
    e) INT Council Chair
    f) dean
    g) provost

General Education Requirements

- Students are encouraged to complete course prerequisites and the General Education requirements before beginning the Major requirements.
- The foreign language option **must** be fulfilled by two semesters of the **same** foreign language.

CLEP Information

- CLEP examinations may be taken at any time in the student's program.

Transfer Information

- Credit is accepted in transfer only from those institutions accredited by one of the 6 Regional Associations of Schools and Colleges.

Upper Level Courses

- A minimum of 45 upper-level (300-400) credit hours are required to complete the degree.
- Upper level credit is awarded only for those courses numbered as such by UMA.
- Upper level courses in which a grade of "D" was received may be used to meet program requirements, but are not applicable to the minimum upper-level credit hour requirement.

INTERDISCIPLINARY STUDIES, BACHELOR OF ART

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 121-123 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (72 CREDIT HOURS):

- ❑ Complete 36 credits in a primary area of study, 18 credits of which must be upper-level (300-400 level) (36)
- ❑ Complete 15 credits in a first area of concentration, 6 credits of which must be upper-level (300-400 level) (15)
- ❑ Complete 15 credits in a second area of concentration, 6 credits of which must be upper-level (300-400 level) (15)
- ❑ INT 496 Interdisciplinary Internship (3)
- ❑ INT 495 Capstone in Interdisciplinary Studies (3)
- ❑ Submit a Learning Proposal (see advising notes for details)

OTHER PROGRAM REQUIREMENTS (40-42 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ Complete a two-semester sequence of the same Foreign or American Sign language or history sequence (6-8)
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete one of the following Humanities electives (3) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 100 Mathematics and Its Application ***or higher 100-level math course*** (3) ★
- ❑ Complete any 100-level laboratory science course (4) ★

- ❑ Complete one of the following Methods of Inquiry electives (3):
  AME 201 Introduction to American Studies
  AME/ENG 418 Cultural Criticism and Theory: The Arts of Social Change
  EDU 300 Teacher as Researcher
  ENG 300 Introduction to Literary Criticism
  HON 300 Critical Thinking and Writing
  SSC 220 Basic Research Methods
  SSC 320 Research methods in Social Science
  SSC/HON 360 Qualitative Research Methods
  SOC/COM 375 Social Networks
  SOC/COM 475 Analyzing Social Media
- ❑ Complete one of the following Computer Information Systems elective (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ Complete two of the following Social Science electives, ***from two different disciplines*** (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (9 CREDIT HOURS):

- ❑ Complete 9 credits of any 100-level or higher electives (9)

ADVISING NOTES

- No more than 39 credits total may be taken in any single discipline.
- Capstone may be taken as an independent study or students may take a capstone course from a related program.

INTERDISCIPLINARY STUDIES COMMITTEE

- Students may design an individualized, interdisciplinary major, under the supervision of an interdisciplinary studies committee (ISC) comprised of faculty representing the student's primary area of study (chair) and each of the student's areas of concentration.
- Students are required to declare a major or write a learning proposal by the end of their third semester.
- Learning proposals will contain:
  8. The title of the major (e.g. Art Therapy, American Cultural Studies, or Women's Studies, for instance); and titles of primary area of study and two areas of concentration (all titles may be disciplinary or interdisciplinary);
  9. A statement of interest and intent;
  10. The name(s) of the academic advisor(s)/INT committee;
  11. An outline of courses the student will be taking in sequential order, or a "sample" curriculum specific to the interdisciplinary program, including any internships or apprenticeships for credit, and a capstone experience (program requirement);
  12. A justification for the sample curriculum, which may include any of the following where relevant:
      e) course descriptions and sample curricula from other institutions that have programs similar to that of the proposal;
      f) graduate school entry requirements in the discipline;
      g) national and/or state licensing requirements;
      h) professional standards;

13. Outside resources to be utilized, which may include any of the following where relevant:
    a) other universities or colleges
    b) professional organizations
    c) businesses or outside agencies
    d) branches or agencies of government
    e) libraries
14. Signature page
    a) student
    b) academic advisor/INT committee chair
    c) INT committee member I
    d) INT committee member I
    e) INT Council Chair
    f) dean
    g) provost

- Amending the learning proposal is allowable at any time. Minor changes require the signature of the student and INT committee members (substitution of courses, for instance). Major amendments must be approved by the INT Council. The dean of the College of Arts and Sciences will determine whether an amendment is major or minor.

CLEP INFORMATION

- CLEP examinations may be taken at any time in the student's program.

TRANSFER INFORMATION

- Credit is accepted in transfer only from those institutions accredited by one of the six regional associations of schools and colleges.

UPPER-LEVEL COURSES

- A minimum of 45 upper-level credit hours (300-400 level) are required to complete the degree.
- Upper-level courses in which a grade of "D" was received may be used to meet program requirements, but are not applicable to the minimum upper-level credit hour requirement.

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Justice Studies

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Mary Louis Davitt
Website: www.uma.edu/academics/programs/justice-studies/

Bachelor of Science in Justice Studies

Intro/Overview

The Bachelor of Science in Justice Studies prepares students for law-related careers, e.g. law enforcement, corrections, investigations, paralegal positions and graduate work in law school or criminal justice graduate programs.

Program Objectives

The Bachelor's Degree in Justice Studies is a credential which allows the student to acquire the academic qualifications for certain professional positions, admission to graduate school and, in some cases, promotion within current employment. The student will be exposed to a global perspective of criminal and social justice processes, critical thinking and writing analyses. Credentials are offered in Forensics, Fraud Examination, Crime Analysis and GIS, Information System Security, Advocacy and Paralegal Studies. Courses are offered at a distance.

Learning Outcomes

At the time of graduation, the student will be able to:

Describe the roles and interactions of the legal, judicial, corrections and law enforcement professions in the U.S. criminal justice system (assessed by final exam in JUS 103 and JUS 488 Senior Capstone course portfolio)

Recognize the police role in historical perspective and connect criminological theory to past, current, and proposed practice (Assessed by final exams in JUS 103 AND JUS 389 Police Role in a Democracy and JUS 488, The Senior Capstone course portfolio)

Find and identify the elements of any state or federal crime, using appropriate technology in their research (assessed by exercises, tests or papers in JUS 121 and/or JUS 105, Legal Research, and JUS 271, Due Process and the Senior Capstone course portfolio)

Use critical thinking skills to illustrate how the Due Process Clause of the 14th Amendment to the US Constitution limits state criminal law and police procedure in past decisions and apply those decisions to future hypothetical cases (assessed by paper, assigned in JUS 271 and the Senior Capstone course portfolio)

Compare the values in the criminal process of an international body, *e.g.* The International Criminal Court, or a foreign country to the US' criminal justice values and identify the consequences (assessed by paper assigned in JUS 363 and the Senior Capstone course portfolio)

Admissions Requirements (see UMA general requirements)

Transfer Students

Students wishing to transfer credits in from other institutions should be aware that the General Education Requirements are very specific and that course equivalencies are determined after a very careful scrutiny by academic officers of the University. In some cases, pre-existing institutional articulation agreements may apply and students are encouraged to inquire prior to admission application.

Graduation Requirements

Upon successful completion of the program requirements listed below, the student will be awarded a bachelor of justice studies degree.

- completion of 121 semester hours of credit
- minimum cumulative GPA of 2.00
- minimum cumulative GPA of 2.50 in discipline required courses
- completion of the General Education Requirements
- completion of major requirements

Career Opportunities for the Bachelor's Degree

The Bachelor of Science in Justice Studies is designed to provide a comprehensive understanding of the criminal justice and legal systems with the student's choice of specializing in management, research- (paralegal studies, fraud examination, information systems security)--advocacy and conflict resolution skills. The Justice Studies major will be able to apply these skills to criminal and civil cases. Degree candidates will study the alternative processes used globally for resolving similar issues and will develop the critical thinking skills to identify their strength and weaknesses.

Transferable Skills & Competencies

This diverse field encompasses investigation theory, legal analysis, interpretation of laws and statutes, comparison of international and regional justice systems, the study of contemporary social issues and problem solving. The Justice Studies student is prepared for many types of public and private work. A sampling of skills follows:

Research and Analysis

Communication: Public Speaking

Investigation and intelligence analysis

Preparing reports and analyses

Researching legal resources and issues

Developing Public Policy

Collecting evidence

Supervising and administering programs

The following list offers a sample of jobs our graduates have held:
Border Patrol Agent
Lawyer, District Attorney, Private Practice
Police Chief, Sheriff
Paralegal, Court Clerk, Court Director
Warden
Victim-Witness Advocate
Probation Officer
Restorative Justice/ Diversion specialist
US Marshall
Mediator, Legislator or lobbyist
FBI, DEA Agent

Careers
The selected list that follows offers a sampling of the diverse career possibilities for UMA Justice Studies graduates in municipal, state, or federal law enforcement agencies, correctional institutions, various security firms, and other public and private service roles. For some, additional training or skill development may be required.
Legal System

- Police Office
- Legal Assistant
- Court Clerk
- Dispatcher
- Probation Officer
- Lawyer*
- Criminal Justice Program Designer
- Criminal Justice Trainer

Security Work

- Airline Security
- Security Guard
- Border Patrol Officer
- Correction Officer
- Polygraph Examiner
- Ballistics Expert

Business

- Insurance Claims Clerk/Adjuster
- Debt Collector
- Investigator, Utility Bills
- Leasing Agent
- Private Investigator
- Food Inspector
- Arbitrator*
- Security Consultant

Public Interest

- Animal Cruelty Investigator
- Welfare Eligibility Interviewer
- Wildlife Control Agent*
- Legislative Assistant
- Immigration Officer
- Fish and Game Warden*
- Legislator
- Criminal Justice Grant Management
- Criminal Justice Educator

* Graduate level study is generally required for these occupations.

Associate of Science in Justice Studies

Program Objectives

The Justice Studies program provides the associate degree student an introduction to the spectrum of professional choices available in the law and justice disciplines while allowing for specialization. Completion of a Certificate of Paralegal Studies or Certificate of Forensic Science—Investigation Focus is possible while completing the Associate degree. Students will hone their facility in critical thinking and written expression as well as develop a model of professionalism and understanding of the scientific research process.

Learning Outcomes

At the time of graduation, the student will be able to:

Describe the roles and interactions of the legal, judicial, corrections and law enforcement professions in the U.S. criminal justice system (assessed by final exam in JUS 103)

Recognize the police role in historical perspective and connect criminological theory to past, current, and proposed practice (Assessed by final exams in JUS 103)

Find and identify the elements of any state or federal crime, using appropriate technology in their research (assessed by exercises, tests or papers in JUS 121)

Use critical thinking skills to illustrate how the Due Process Clause of the 14th Amendment to the US Constitution limits state criminal law and police procedure in past decisions and apply those decisions to future hypothetical cases (assessed by paper, assigned in JUS 271)

Career Opportunities for the Associate's Degree

Students with an associate degree and law enforcement aspirations have been hired by the Maine State Police, local police and sheriff's departments, state and local corrections, Maine Warden Service and Marine Patrol. Those students without law enforcement interest have found employment with local law firms, title companies, district attorney offices as victim witness advocates, and the Maine Court system as court clerks.

Transferable Skills & Competencies

Research and analysis of statutory and case law, investigation, collecting evidence, more than adequate writing skills, an understanding of the necessary interpersonal skills for either job path.

Careers

The selected list that follows offers a sampling of the diverse career possibilities for UMA Justice Studies graduates. For some, additional training or skill development may be required.

Legal System

- Police Officer
- Legal Assistant
- Court Clerk
- Dispatcher
- Probation Officer
- Lawyer*
- Criminal Justice Program Designer
- Criminal Justice Trainer

Security Work

- Airline Security
- Security Guard
- Border Patrol Officer
- Correction Officer
- Polygraph Examiner
- Ballistics Expert

Business

- Insurance Claims Clerk/Adjuster
- Debt Collector
- Investigator, Utility Bills

- Leasing Agent
- Private Investigator
- Food Inspector
- Arbitrator*
- Security Consultant

Public Interest

- Animal Cruelty Investigator
- Welfare Eligibility Interviewer
- Wildlife Control Agent*
- Legislative Assistant
- Immigration Officer
- Fish and Game Warden*
- Legislator
- Criminal Justice Grant Management
- Criminal Justice Educator

*Baccalaureate or graduate level study is generally required for these occupations

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JUSTICE STUDIES, BACHELORS OF SCIENCE

BACHELORS DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.50

PROGRAM MAJOR REQUIREMENTS (30-33 CREDIT HOURS):

- ❑ JUS 103 Foundations of Criminal Justice (3)
- ❑ JUS 121 Criminal Law (3)
- ❑ JUS 271W Due Process in Criminal Justice (3)
- ❑ JUS 363 Comparative International Justice Issues (3)
- ❑ JUS 488W Senior Seminar (3)

Complete one of the following pathways/concentrations:

No Concentration (15):

- ❑ Complete any 100-level or higher Justice Studies course (3)
- ❑ Complete any four upper-level (300-400) Justice Studies electives (12)

Criminal Justice Concentration (18):

- ❑ JUS 160 Introduction to Forensic Science (3)
- ❑ JUS 200 Principles of Investigations (3)
- ❑ JUS 352 Community Policing (3)
- ❑ Complete any upper-level (300-400) Justice Studies elective (3)
- ❑ Complete two of the following Justice Studies electives (6):
  - *JUS 316 Criminology*
  - *JUS 341 The Law of Criminal Evidence*
  - *JUS/BUA 361 Human Resource Management*
  - *JUS 375 Counter-Terrorism*
  - *JUS 441 Issues of Police Civil Liability*
  - *JUS 471 Judicial Processes*
  - *JUS 389/489 Topics in Criminal Justice*

OTHER PROGRAM REQUIREMENTS (34 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ Complete one of the following Computer Information Systems electives (3) ★:
  - *CIS 100 Introduction to Computer Applications*
  - *CIS 101 Introduction to Computer Science*
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  - *ART 1xx any 100-level Art course*
  - *DRA xxx any Drama course*
  - *ENG 351W Creative Writing I*
  - *ENG 452 Creative Writing II*
  - *MUH 1xx any 100-level Music History course*
  - *MUS 1xx any 100-level Music course*

- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ Complete any 100-level mathematics course (3) ★
- ❑ Complete any 100-level laboratory science course (4) ★ ***Biology preferred***
- ❑ Complete two of the following Social Science electives (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Principles of Economics I (Macroeconomics)
  ECO 202 Principles of Economics II (Microeconomics)
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course (preferred)
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (54-57 CREDIT HOURS):

- ❑ Complete 33 credits of any upper-level (300-400) electives (33)
- ❑ Complete 21-24 credits of any 100-level or higher general electives to reach the required 121 credit hour requirements (21-24) ***Credits required will depend on the students pathway selection.***

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

JUSTICE STUDIES, POST BACCALAUREATE OF SCIENCE

BACHELORS DEGREE REQUIREMENTS:

- ❑ Baccalaureate degree from a regionally accredited institution in a different discipline
- ❑ Minimum 30 Credit Hours
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA/POS 361 Human Resource Management (3)
- ❑ JUS 363 Comparative International Justice Issues (3)
- ❑ JUS 471 Judicial Processes (3)
- ❑ JUS 488W Senior Seminar (3)
- ❑ Complete any 300-400 level Justice Studies elective (3)
- ❑ POS 405 Administrative Law (3)

(Note: Students who have completed any of the required courses listed above should select substitutes from the disciplines mentioned above, to equal 18 credit hours.)

OTHER PROGRAM REQUIREMENTS (12 CREDIT HOURS):

- ❑ Complete four upper-level (300-400) Social Science electives; must be from the following disciplines: POS, PSY, SOC, SSC (12)

JUSTICE STUDIES, ASSOCIATE OF SCIENCE

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 60 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (21 CREDIT HOURS):

- ❑ JUS 103 Foundations of Criminal Justice (3)
- ❑ JUS 121 Criminal Law (3)
- ❑ JUS 271W Due Process in Criminal Justice (3)
- ❑ Complete any four 100-level or higher Justice Studies courses (12)

OTHER PROGRAM REQUIREMENTS (28 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ Complete one of the following Computer Information Systems electives (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351W Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete one of the following Humanities electives (3) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 100 Mathematics & Its Applications (3) ***or higher level MAT course*** ★
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ Complete two of the following Social Science electives (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Principles of Economics I (Macroeconomics)
  ECO 202 Principles of Economics II (Microeconomics)
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course (preferred)
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (11 CREDIT HOURS):

- ❑ Complete 11 credits of any 100-level or higher electives (11)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Liberal Studies

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Ellen Taylor (Augusta)/Chris Bates (Bangor)
Website: www.uma.edu/academics/programs/liberal-studies/

Bachelor of Arts in Liberal Studies

Intro/Overview

The Bachelor of Arts in Liberal Studies program is a flexible degree program that allows you to shape the curriculum to best meet your needs and interests. It provides you with a foundation in the humanities, social sciences, mathematics, and natural sciences. Choose to add a concentration, minor or certificate to achieve a deeper understanding of a specific area.

Program Objectives

The Bachelor of Arts in Liberal Studies is designed to provide students with a foundation in the humanities, social sciences, mathematics, and natural sciences. Additionally, students will have an opportunity to achieve deeper understanding within a chosen area of concentration or through a curriculum more personally constructed with the help of an academic advisor.

The Bachelor of Arts in Liberal Studies builds on the existing Associate of Arts degree program in Liberal Studies and offers the most flexible B.A. degree at the University of Maine at Augusta. Students will complete General Education requirements, and be guided to choose a structured concentration and/or construct a curriculum to meet their established educational and/or career goals.

Learning Outcomes

Graduates of the program will have the capacity to succeed in the arts, public policy, business and teaching. Liberal Studies is particularly appropriate for professional careers requiring understanding of interrelationships between complex cultures and systems.

Graduates of the program will:

- be prepared for entry into a post baccalaureate degree program
- be exposed to situations that promote critical thinking and problem solving skills
- have a solid baccalaureate liberal arts general education and least an intermediate level exposure to a specific university discipline
- have an enhanced ability for professional advancement and/or career and lifestyle changes
- have effective verbal and written skills
- have research skills to facilitate lifelong learning
- be exposed to intellectual and cultural diversity

Admissions Requirements (see UMA general requirements)

Graduation Requirements

- A cumulative average of at least 2.0
- Students are required to declare a minor.
- Students must satisfy UMA's residency requirement for the degree, or be given a waiver from the appropriate dean(s).

Associate of Art in Liberal Studies

Program Objectives

The Associate of Art in Liberal Studies Program offers every Maine citizen access to two years of high quality college education in the best liberal arts tradition. The program endeavors to provide a foundation in the humanities, social sciences, mathematics, and natural sciences. With 21 credit hours in free electives, this associate degree affords the student great flexibility in shaping his/her educational experience toward a specific goal or simply the opportunity to discover where one's academic strengths and interests may lie.

Learning Outcomes

Graduates of the program will have:

- effective verbal and written communication skills
- the ability to think critically and problem solve
- a foundation in humanities, social sciences, math, and natural sciences
- technological and computer skills appropriate to entry-level positions and/or baccalaureate degree work
- adequate preparation for entry into a bachelor of arts program at the junior level
- the skills necessary for basic research and life-long learning
- an awareness of global and multicultural concerns

Transfer

For those who graduate and wish to continue their college education toward a baccalaureate degree, liberal studies courses are transferable to appropriate baccalaureate programs, and students who successfully gain admission to such programs normally enter as juniors.

Other Minors & Certificates

Minors: Accounting; Addiction Studies; Advocacy; American Studies; Art; Behavioral Science; Biology; Business Administration; Computer Information Systems; Computer Networking; Cyber Forensics; Cyber Security; Early Childhood Education B-5; Early Childhood Services; Early Elementary Teacher K-3; Elementary Education K-8; English; Financial Services; Fraud Examination; French; Geriatric Human Services; Grief, Loss, and Trauma; History; Holocaust, Genocide and Human Rights Studies; Human Resource Management; Human Services; Information and Library Science; Justice Studies; Mathematics; Music; Music Business; Natural Science; Philosophy; Photography; Psychology; Public Administration; Secondary Education; Self-Designed; Small Business Management; Sociology; Web Application; and Women and Gender Studies.

Certificates: Accounting; Child & Youth Care Practitioner; Community Policing; Crime Analysis and GIS; Customer Service & Telecommunications Level I & II; Cyber Forensics; Cyber Security; Dental Assisting; Digital Forensics; Domestic Public Services; Domestic Services; Early Childhood Teacher B-5; Early Elementary Teacher K-3; Forensic Science (Investigation Focus); Forensic Science (Scientific Focus); Fraud Examination; French; Government Management; Health Informatics; Human Resource Management; Human Services; Information Assurance, Information & Library Science; International Public Service; International Services; Math Content Area; Mental Health Rehabilitation Technician/Community; National Security; Network Security Analyst; Paralegal Studies; Psychiatric In-Patient Care; Secondary Education; Secure Application Development; Social Media; Substance Abuse Rehabilitation Technician; and Web Development.

Career Opportunities

Skills You'll Acquire

Liberal Studies students possess an inquisitive nature and tenacious spirit, traits that serve them well as they begin exploring career and educational options. As students near completion of their degree requirements, they are more focused in their personal and work lives and are better able to communicate their thoughts and needs to others. These skills, as well as the ones noted below, are ones that many Liberal Studies student acquire.

Interpersonal

- Understanding cultural differences
- Working collaboratively
- Assessing human needs
- Listening
- Recognizing social processes

Problem Solving

- Interpreting numerical data
- Evaluating information
- Defining a problem
- Setting priorities
- Making decisions
- Gathering information/research

Communication

- Presenting ideas effectively
- Speaking publicly
- Writing reports
- Justifying a position
- Reading critically

Organizational

- Attending to details
- Managing Information
- Coordinating tasks
- Meeting deadlines
- Developing projects
- Planning

Careers You Can Seek

Today's employers have a strong bias toward employing candidates with a college education because college graduates tend to have stronger analytical thinking, decision-making, communication, and learning skills than non-college graduates. These broad skills provide a strong base for a career in virtually any field. Students who pursue the Liberal Studies degree to completion may be found performing various roles in business, social/human services, education, health care and government.

Connected Programs

UMA Pathways to Teacher Certification

Maine requires public school teachers to earn certification. Specific certifications and endorsements are required for special education, and specific grade levels and/or subjects. UMA provides a pathway to early childhood education (ages B-5), early elementary education (grades K-3), and secondary education (grades 7-12), UMA collaborates with its University of Maine sister institutions to provide pathways for elementary education (grades K-8) and special education (grades K-12). For those partnership programs, UMA students complete a combination of UMA and partner institution courses to simultaneously complete the requirements for a UMA degree and certification through the Maine Department of Education. A complete list of Maine Department of Education certificates and endorsements is included in Chapter 115 Part II available at the Maine Department of Education website.

Note to transfer students and students with advanced academic standing: Students entering the program with significant credits (UMA and/or transfer) may need to complete more than 120 credits in order to fulfill all the requirements for UMA and the Maine DOE.

- **Early Childhood Education (B-5**)

  This Certificate of Study adheres to the State of Maine Department of Education's requirements for endorsement 081 Early Childhood Teacher (B-5) as described in Chapter 115 Part II.

- **Early Elementary Education (K-3)**

  This curriculum adheres to the State of Maine Department of Education's requirements for endorsement 029 Early Elementary Teacher (K-3) as described in Chapter 115 Part II.

- **Elementary Education (K-8)** partnership with University of Maine at Presque Isle

  This curriculum adheres to the State of Maine Department of Education's requirements for endorsement 020 Elementary Teacher (K-8) as described in Chapter 115 Part II.

- **Secondary Education (7-12)**

This UMA academic minor adheres to the State of Maine Department of Education's requirements for content endorsements in 100 English, 395 life science, 300 mathematics, 350 physical science, or 200 social studies as described in Chapter 115 Part II. In addition, this minor also adheres to the requirements for endorsement 620 art (K-12). This minor can be pursued within a Liberal Studies program or as an addition to a content degree program

- **Special Education (K-12)** partnership with University of Maine at Machias

  This curriculum adheres to the State of Maine Department of Education's requirements for endorsement 282: Teacher of Children with Disabilities as described in Chapter 115 Part II.

Already have a baccalaureate degree?

- **Post-Baccalaureate Secondary Education (7-12)**

  This UMA certificate of study adheres to the State of Maine Department of Education's requirements for content endorsements in 100 English, 395 life science, 300 mathematics, 350 physical science, or 200 social studies as described in Chapter 115 Part II. In addition, this minor also adheres to the requirements for endorsement 620 art (K-12).

- **Post-Baccalaureate Early Childhood Education (B-5)**

  This UMA Certificate of Study adheres to the State of Maine Department of Education's requirements for endorsement 081 Early Childhood Teacher (B-5) as described in Chapter 115 Part II.

- **Early Elementary Education (K-3)**

  This UMA curriculum adheres to the State of Maine Department of Education's requirements for endorsement 029 Early Elementary Teacher (K-3) as described in Chapter 115 Part II.

- **Elementary Education and/or Special Education**

  Post-baccalaureate options are available through the University of Maine at Machias, University of Maine at Fort Kent, or University of Maine at Presque Isle.

- **Graduate Programs**

  Explore a master's program that leads to certification including programs at the University of Southern Maine, University of Maine, or the University of Maine Farmington.

Always consult the experts!

University of Maine at Augusta
Cindy Dean, Ed.D.
Associate Professor of Education
Coordinator of Teacher Certification
207.621.3192
cynthia.dean@maine.edu

or

Enrollment Services
207.621.3149 or 1.877.UMA.1234 (Augusta)
207.262.7808 (Bangor)

Maine Department of Education
Certification Office
207.624.6603
http://www.maine.gov/doe/cert/

PRAXIS

The Praxis Series assessments provide educational tests and other services that states, including Maine, use as part of their teacher licensure and certification process. The *Praxis Core Academic Skills for Educator's* test measures basic academic skills in mathematics, reading, and writing. *The Praxis II* exams measure specific general and subject-specific knowledge and teaching skills. http://www.ets.org/praxis

LIBERAL STUDIES, BACHELOR OF ART

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Minor: 2.00

PROGRAM MAJOR ELECTIVES (75-77 CREDIT HOURS):

- ❑ Complete 42 credits of upper-level electives, must be 300-400 level (42)
- ❑ Complete 33-36 credits of 100-level or higher general electives (33-36)

OTHER PROGRAM REQUIREMENTS (43-45 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ Complete a two-semester sequence of the same Foreign or American Sign language or history sequence (6-8)
- ❑ Complete two of the following Fine Arts electives ***one must be studio/performance based*** (6) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete one of the following Humanities electives (3) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 100 Mathematics and Its Application ***or higher 100-level math course*** (3) ★
- ❑ Complete one of the following Methods/Research/Theory electives (3):
  ENG 300 Introduction to Literary Criticism
  EDU 300W Teacher as Researcher
  HON 300 Critical Thinking and Writing
  MAT 115 Elementary Statistics I
  MAT 315 Applied Statistics
  SSC/HON 360 Qualitative Research Methods
  MUS 362 Music Methods
  POS 487 Research Methods
  SSC 220 Basic Research Methods
  SSC 320 Research methods in Social Science
- ❑ Complete any 100-level laboratory science course (4) ★

- ❑ Complete one of the following Computer Information Systems elective (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ Complete two of the following Social Science electives, ***from two different disciplines*** (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

MINOR

- ❑ Students must complete a minor consisting of at least 18 credit hours. UMA minor options can be found at www.uma.edu/academics/checksheets/
  - Students majoring in the BA in Liberal Studies who wish to create their own minor must meet with an advisor to approve their program and sign a self-designed minor form. A minor consists of an area of specialization of at least 18 credits and must have a minimum of 6 upper-level credits.

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

LIBERAL STUDIES, ASSOCIATE OF ARTS

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 61 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM REQUIREMENTS (40 CREDIT HOURS):

- ❑ COL 100 Introduction to the College Experience (3) ***to be taken within the first 15 credit hours***
- ❑ Complete one of the following Communications electives (3) ★:
  COM 101 Public Speaking
  COM 102 Interpersonal Communications
  COM 104 Communications in Groups and Organizations
  COM 106 Oral Communication of Literature
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA 101 Introduction to Theatre
  DRA 265 The American Movie
  DRA 280 Introduction to Films
  MUH 104 Music of the Classic Era: Haydn, Mozart, Beethoven
  MUH 123 Understanding Music
  MUH 160 World Music
  MUH 190 Women in Western Music
  MUS 225 The Mysterious Power of Music
  MUH 337 Tradition and Innovation: Western Art Since the Romantics
- ❑ Complete any 100-level HTY course (3) ★
- ❑ Complete three of the following Humanities electives (9) :
  AME/WGS 304W: Girls on Fire: Feminism, Activism, and the Future
  ARH xxx any art history course
  DRA 101 Introduction to Theatre
  DRA 265 The American Movie
  DRA 280 Introduction to Films
  ENG xxx any literature course
  HTY xxx any history course
  HUM xxx any humanities course
  INT 129 Understanding the Arts
  MUH 103 Music of the United States
  MUH 110 Popular Music
  MUH 117 The Dream Machine: A History of Rock & Roll
  MUH 123 Understanding Music
  MUH 124 Music of the Twentieth Century
  MUH 160 World Music
  MUH 190 Women in Western Music
  MUH 333 Western Music History
  MUH 334 Jazz Music
  PHI xxx any philosophy course
  POS 390 Survey of Political Theory
  WGS 101W Introduction to Women's Studies
- ❑ MAT 100 Mathematics & Its Application (3) ***or higher 100-level math course*** ★

- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ Complete two of the following Social Science electives, ***from two different disciplines*** (6) ★:

ANT 101 Introduction to Anthropology
ANT 102 Cultural Anthropology
ECO 100 Introduction to Economics
ECO 201 Principles of Economics I (Macroeconomics)
ECO 202 Principles of Economics II (Microeconomics)
GEO 101 Introduction to Geography
POS 101 American Government
POS 102 Introduction to Politics and Government
PSY 100 Introduction to Psychology
SOC 101 Introduction to Sociology
SOC 201 Social Problems
SSC 100 Introduction to Social Science

GENERAL ELECTIVES (21 CREDIT HOURS):

- ❑ Complete 21 credits of any 100-level or higher electives (21)

At least one creative studio/performance arts course preferred. If COL 100 is waived by the advisor, 3 additional credits of General Electives must be taken, for a total of 24 credits.

Optional Women's Studies Concentration:

(To replace 18 credits of general electives)

- ❑ WGS 101W Introduction to Women's Studies (3)
- ❑ WGS 301W Introduction to Feminist Theory (3)
- ❑ Complete four of the following courses with at least one course selected from each of the three interdisciplinary designations (12):
  - Arts & Humanities:
    AME/ WGS 304W Girls on Fire: Feminism, Activism, and the Future
    AME/WGS 305 Race, Class, Gender, & Sexuality in American Culture
    ENG 185W Introduction to Mythology
    ENG/WGS 350W Women Writers
    HTY 225 History of Sexuality
    MUH 190 Women in Western Music
    PHI/WGS 336 Feminist Philosophy
  - Social Science:
    ANT 102 Cultural Anthropology
    SOC 120 Marriage and Family Interaction
    SOC 360 Sociology of the Family
    SSC 110 Introduction to Human Sexuality
    SSC 314 Gender Images in the Media
    SSC 332 Addiction and the Family
  - Professional Studies:
    JUS 222 Family Law
    JUS 305 Women in Criminal Justice
    JUS 307 Violence in the Family
    HUS 233 Sexual Abuse and Trauma
    HUS 263 Family Interactions

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Medical Laboratory Technology

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Margaret Naas
Website: www.uma.edu/academics/programs/med-lab-tech/

Intro/Overview

The MLT Program of Maine was created as a collaborative effort between the University of Maine at Presque Isle and the University of Maine at Augusta in cooperation with hospitals across the state that serve as clinical affiliates. Medical Laboratory Technology is a two-year program leading to an Associate of Science in MLT.

The program's vision is "Providing Quality MLT Education to Communities Across the State of Maine." All MLT lecture courses are available via videoconferencing at locations statewide. Periodic intensive laboratories are held at MaineGeneral Medical Center in Augusta. The final semester is a 20-week clinical practicum scheduled at an affiliated hospital laboratory.

There is a strong need for medical laboratory technicians as approximately 40% of the current laboratory workforce is within five to ten years of retirement. The MLT Program strives to continually prepare and graduate the best technicians to ensure ongoing delivery of quality healthcare to communities across the State of Maine.

Upon completion, graduates are eligible to take the nationally recognized certification exam administered by the American Society of Clinical Pathologists (ASCP). Students can also pursue a Bachelors of Arts Biology degree through our 2+2 B.A. program so that they may upgrade their certification to Medical Laboratory Scientist (MLS).

The MLT Program of Maine is accredited by:
The National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)
5600 N. River Road, Suite 720
Rosemont, IL 60018
773-714-8880
http://www.naacls.org/

Mission: Providing quality medical laboratory technology education to communities across the state of Maine.

Program Objectives

The program will provide the student with the academic background and technical skills necessary to enter the health care system as a medical laboratory technician. The program includes a twenty week capstone training in a hospital laboratory during which students gain clinical experience. The student will be prepared as a medical laboratory technician, to take the national certifying examinations administered by the Board of Certification of the American Society of Clinical Pathologists or the American Medical Technology Association.

Learning Outcomes

At career entry, the Medical Laboratory Technician will be able to perform routine clinical laboratory testing in the departments of hematology, clinical chemistry, immunohematology, clinical microbiology, serology/immunology, coagulation, molecular, and other emerging diagnostics.

Upon graduation and initial employment, the medical laboratory technician should be able to demonstrate entry-level competencies in the areas of professional practice listed below:

1. Collecting and processing biological specimens and other substances for analysis;
2. Performing analytical tests on body fluids, cells, and other substances;
3. Recognizing factors that affect procedures and results, and taking appropriate actions within predetermined limits when corrections are indicated;
4. Performing and monitoring quality control within predetermined limits;
5. Performing preventive and corrective maintenance of equipment and instruments or referring to appropriate source for repairs;
6. Applying principles of safety;

7. Demonstrating professional conduct and interpersonal communication skills with patients, laboratory personnel, other healthcare professionals, and with the public;
8. Recognizing the responsibilities of other laboratory and healthcare personnel and interacting with them with respect for their jobs and patient care;
9. Applying basic scientific principles in learning new techniques and procedures;
10. Relating laboratory findings to common disease processes;
11. Establishing and maintaining continuing education as a function of growth and maintenance of professional competence.

Admissions Requirements (see UMA general requirements)

- one unit of high school chemistry with a lab (CHY waiver or CHY105 & 106)
- one unit of high school biology with a lab (or BIO110)
- two years of college preparatory mathematics (Algebra II) required, MAT111 or MAT111 placement exam
- demonstrated proficiency in reading, writing and mathematics
- for transfer students, science courses will be transferred only if taken within the past ten-year period
- GPA of 2.00 for transfer students

Required Essay:

Potential MLT students must submit an essay addressing the following questions:

- Why are you interested in the MLT Program? You may comment on previous experiences (work or personal) that have influenced your decision to enter this field.
- What qualities do you possess that will help you to be a good MLT?
- What are your professional goals?

Lab Tour:

It is highly recommended that you arrange to visit a hospital laboratory for a job tour. If you have not had an opportunity to visit a clinical laboratory, please contact the MLT program coordinator for more information on scheduling a visit.

Pre-Medical Laboratory Technology Program

For those students who do not meet admission requirements or for those students who wish to complete the General Education Requirements prior to enrolling in medical laboratory technology course work, the Pre-Medical Laboratory Technology program is offered. It is an open admission program and allows the student to enroll in a degree program, a requirement to qualify for financial aid, and to be assigned a faculty advisory from the Medical Laboratory Technology Program. Enrollment in the Pre-Medical Laboratory Technology Program does not guarantee admission to the associate degree Medical Laboratory Technology Program. Fifteen (15) students are selected each spring to enter the MLT Program and begin taking the MLT courses in the fall semester.

Transfer

Although the program is primarily intended to be career oriented, it will provide students desiring to continue to the baccalaureate level access to such degree programs within the University of Maine System.

Graduation Requirements

A minimum grade of "C+" (77) is required in all MLT and science courses. Upon successful completion of the program (70 credit hours at a minimum grade point average of 2.00) the student will be awarded an associate of science in medical laboratory technology degree.

Career Opportunities

The challenges and rewards of medicine and science are combined into one in the world of the medical laboratory technician. The medical laboratory technician hunts for clues to the absence, presence, extent and causes of disease.

Medical laboratory technicians (MLT) are vital to the healthcare team as they are often the first to produce patient results. MLT's use sophisticated biomedical instrumentation, as well as manual procedures, to perform testing and provide results that are essential in the diagnosis, treatment and prevention of disease. It is estimated that over 70% of all medical decisions are based in part on laboratory results.

The medical laboratory technician has diverse and multi-level functions in the areas of collecting, processing, and analyzing biological specimens and other substances, principles and methodologies, performance of assays, problem solving, troubleshooting techniques, correlation of clinical procedures and results, principles and practices of quality assessment, for

all major areas: clinical chemistry, hematology, immunology, immunohematology, microbiology, and molecular biology practiced in the contemporary clinical laboratory.

Medical laboratory technicians practice independently and collaboratively, being responsible for their own actions, as defined by the profession. They have the requisite knowledge and skills to educate laboratory professionals, other health care professionals, and the public in the practice of laboratory medicine.

The ability to relate to people, a capacity for calm and reasoned judgment and a demonstration of commitment to the patient are essential qualities. Communication skills extend to consultative interactions with members of the healthcare team, external relations, customer service and patient education. Laboratory professionals demonstrate ethical and moral attitudes and principles that are necessary for gaining and maintaining the confidence of patients, professional associates, and the community.

Adapted from NAACLS: Unique Standards of the Medical Laboratory Technician.

Transferable Skills & Competencies
Medical laboratory technicians (MLT) are vital to the healthcare team as they are often the first to produce patient results. MLTs use sophisticated biomedical instrumentation, as well as manual procedures, to perform testing and provide results that are essential in the diagnosis, treatment and prevention of disease. The medical laboratory technician has diverse and multi-level functions in the areas of collecting, processing, and analyzing biological specimens. On a daily basis MLTs are challenged with problem solving, troubleshooting techniques, correlating clinical procedures and results, and applying principles and practices of quality assessment in the contemporary clinical laboratory. Listed below are **some** representative skills and abilities that MLT students may acquire:

Investigation
- Understanding cause & effect
- Observing carefully
- Performing test validation studies
- Related lab findings to common disease process

Communication
- Using medical terminology
- Writing reports and procedures
- Informing/explaining
- Meeting with patients
- Working as a team member

Technical
- Using medical equipment
- Maintaining medical equipment
- Monitoring quality control
- Applying principles of safety

Analysis
- Collecting & processing specimens
- Attending to details
- Examining specimens
- Performing tests
- Perceiving pattern/structures
- Solving problems

Careers
The majority of MLTs are employed in hospital laboratories, with additional career opportunities in physicians' offices, independent laboratories, reference laboratories, and research laboratories. Medical Laboratory Technology graduates apply their skills in a variety of settings including health care, business and industry, government and research organizations. The following is a selected list of career options for Medical Laboratory Technology majors. Some of the occupations may require additional training.

Health Care
- Medical Laboratory Technician
- Clinical Toxicologist *
- Diagnostic Virologist *

- Veterinary Laboratory Assistant
- Phlebotomist

Government/Public Service

- Water Quality Inspector
- Communicable Disease Coordinator
- Forensic Laboratory Assistant
- FDA Inspector *
- Drug Testing Coordinator

Research

- Cancer Researcher *
- Pharmaceutical Research Assistant
- Genetics Researcher *

Business/Industry

- Paper Mill Lab Technician
- Quality Control Technician
- Technical Service Representative
- Sales Representative, Biotechnical Instrumentation and Reagents

*Baccalaureate or graduate level study is generally required for these occupations.

MEDICAL LABORATORY TECHNOLOGY, ASSOCIATE OF SCIENCE

ADMISSIONS REQUIREMENTS:

Applicants who do not meet these requirements may qualify for admissions by completing comparable course work at UMA and will be admitted into the Pre-Medical Laboratory Science track of the Liberal Studies program. Enrollment in the Pre-Medical Laboratory Science track does not guarantee admissions to the Associate of Science, Medical Laboratory Technology degree program.

- ❑ High School Diploma or General Equivalency Diploma (GED)
- ❑ High School Biology with lab **or** BIO 110 (grade of C or higher)
- ❑ High School Chemistry with Lab **or** CHY 100 (grade of C or higher)
- ❑ ENG 100 Introduction to Academic Reading & Writing **or** course waiver
- ❑ MAT 111 Algebra II **or** higher-level algebra course **or** course waiver
- ❑ 2.0 Grade Point Average (GPA) or higher

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 70 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the MLT & Science Courses: 2.33

PROGRAM MAJOR REQUIREMENTS (35 CREDIT HOURS):

All courses must be passed with a "C+" or better.

- ❑ MLT 100 Orientation and Clinical Chemistry I (3)
- ❑ MLT 103 Phlebotomy (2)
- ❑ MLT 105 Urinalysis (3)
- ❑ MLT 203 Clinical Chemistry II & Immunology (3)
- ❑ MLT 204 Clinical Microbiology (4)
- ❑ MLT 205 Immunohematology (4)
- ❑ MLT 206 Hematology (4)
- ❑ MLT 395 Hospital Practicum (12)

Students must complete the program in three years once they begin MLT courses.

OTHER PROGRAM REQUIREMENTS (35 CREDIT HOURS):

- ❑ Complete one of the following Communications electives (3) ★:
  - *COM 101 Public Speaking*
  - *COM 102 Interpersonal Communications*
  - *COM 104 Communications in Groups and Organizations*
  - *COM 106 Oral Communication of Literature*
- ❑ ENG 101 College Writing (3) ★

- ❑ Complete one of the following Fine Arts or Humanities (3) ★:
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA 101 Introduction to Theatre
  DRA 265 The American Movie
  DRA 280 Introduction to Films
  ENG xxx any literature course
  HTY xxx any history course
  HUM xxx any humanities course
  MUH 104 Music of the Classic Era: Haydn, Mozart, Beethoven
  MUH 123 Understanding Music
  MUH 160 World Music
  MUH 190 Women in Western Music
  MUS 225 The Mysterious Power of Music
  MUH 333 History & Literature of Music I
  MUH 334 History & Literature of Music II
  MUH 337 Tradition and Innovation: Western Art Since the Romantics
  PHI xxx any philosophy course
  POS 390 Survey of Political Theory
  WGS 101W Introduction to Women's Studies
- ❑ MAT 115 Elementary Statistics (3) ★
- ❑ BIO 110 General Biology I (4) ***must be passed with a "C+" or better*** ★
- ❑ BIO 210 Anatomy and Physiology (4) ***must be passed with a "C+" or better***
- ❑ BIO 321 Microbiology (4) ***must be passed with a "C+" or better***
- ❑ CHY 115 General Chemistry I (4) ***must be passed with a "C+" or better***
- ❑ CHY 116 General Chemistry II (4) ***must be passed with a "C+" or better***
- ❑ Complete one of the following Social Science electives (3) ★:
  ANT xxx any anthropology course
  JUS xxx any justice studies course
  ECO xxx any economics course
  GEO xxx any geography course
  POS xxx any political science course
  PSY xxx any psychology course ***(PSY 100 Introduction to Psychology recommended)***
  SOC xxx any sociology course
  SSC xxx any social science course

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Mental Health & Human Services

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)
Website: www.uma.edu/academics/programs/mhhs/

Bachelor of Science in Mental Health and Human Services

Intro/Overview
The program is designed in response to a statewide need for enhanced community-based services and provides students interested in working within the human services, mental health and substance abuse rehabilitation professions with skills, knowledge and best practices of the field. The curriculum includes general education courses in combination with mental health, substance abuse and human services courses. Students can choose to concentration in addiction studies, or child and family services. The degree program culminates with an internship experience. Students may be required to participate in a background check when applying for a field placement or employment; the results of the investigation could affect field placements (practicum and internship) and employment opportunities.

Learning Outcomes
Students who complete the Mental Health and Human Services Program should be able to:

- Apply the current evidence-based practices to work in the behavioral health and human services fields
- Apply, implement and provide community support, case management, crisis services, and psychosocial rehabilitation
- Apply the appropriate use of information for assessment, planning and documenting to meet the needs of service delivery
- Apply appropriate interviewing and counseling techniques, supportive interventions, and evaluate related outcomes
- Collaborate effectively within teams in a variety of settings
- Perform in accordance with ethical practice guidelines

Admissions Requirements (see UMA general requirements)

Career Opportunities
Prepare for expanding opportunities in community-based human services with a Bachelor of Science in Mental Health and Human Services. Immerse yourself in a carefully structured course of study focused on community support, client assessment, case management, crisis intervention, symptom control education, client's rights, and psychosocial rehabilitation. A culminating internship gives you a chance to put your skills and knowledge to work in the context of a human service, mental health, or substance abuse rehabilitation agency.
Graduates pursue successful professional careers involving crisis stabilization, case management, counseling, psychosocial rehabilitation, income maintenance, job coaching, and other services in a variety of agencies and institutions. The Bachelor's degree fulfills the state requirement for Mental Health Rehabilitation Technician/Community certification and also prepares students for State certification as Certified Alcohol and Drug Counselors.

Transferable Skills & Competencies Social Service Skills

- Handling crises
- Managing case loads
- Representing others, advocacy
- Providing psychosocial rehabilitation
- Developing (ISP's) individual service plans

Communication Skills

- Conducting intake interviews
- Counseling
- Teaching parenting skills
- Report writing
- Interviewing

Vocational Skills

- Job coaching
- Providing supported employment assistance
- Providing educational support

- Teaching life and career skills
- Administering job assistance programs

Organizational Skills

- Administering programs
- Coordinating support services
- Maintaining records
- Preparing reports
- Identifying and solving problems

Careers

UMA Mental Health and Human Services graduates with an early childhood education focus have applied their skills in several areas. The range of occupational areas is demonstrated in the list below. Some occupations listed may require additional expertise.

Health & Human Services

- Mental Health Rehabilitation Technician/Community
- Social Worker
- Case Management
- Community Support Worker
- Crisis Counselor
- Substance Abuse Worker
- Disabilities Determination Administration
- Family Support Services
- Therapist*
- Art/Music Therapist*
- Recreational Therapist*
- Nursing Home Administration

Non-Profit Service Agencies

- Employment Specialist (Job Coach/Job Developer)
- Client Advocate
- ADA Consultant
- Shelter Manager
- Social Club Director
- Volunteer Coordinator
- Representative Payee
- Program Director, Big Brothers/Big Sisters
- Other qualified Mental Health Workers

Government

- Early Childhood Services Caseworker
- Vocational Rehabilitation Counselor
- Community Educator
- Foster Home Supervision

Education

- Special Education Technician
- Special Education Teacher*
- Group Facilitator
- School-Based Case Management
- Mental Health Case Management
- Activities Director

*Baccalaureate or graduate level study is generally required for these occupations.

MENTAL HEALTH & HUMAN SERVICES, BACHELOR OF SCIENCE

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (66 CREDIT HOURS):

- ❑ HUS 101 Introduction to Human Services (3)
- ❑ HUS 125 Chemical Dependency (3)
- ❑ HUS 212 Case Management (3)
- ❑ HUS 218 Community Mental Health (3)
- ❑ HUS 305 Group Process (3)
- ❑ HUS 308 Assessment and Planning (3)
- ❑ HUS 316 Applied Professional Ethics for Human Services (3)
- ❑ HUS 330 Interviewing and Counseling (3)
- ❑ HUS 349 Supervision in Health and Human Services (3)
- ❑ HUS 460 Pre-Internship Seminar (3) ***must be earned with a grade of "C" or higher***
- ❑ Complete 12 credits of internship with either HUS 461 (6) & 462 (6), or HUS 463 (12) ***must be earned with a grade of "C" or higher***

Complete one of the following pathways/concentrations:

Mental Health & Human Service Generalist:

- ❑ Complete eight Mental Health electives (see page 3 for course options) (24)

Adult Mental Health Rehabilitation Concentration:

- ❑ HUS 222 Psychosocial Rehabilitation (3)
- ❑ HUS 232 Crisis Counseling (3)
- ❑ HUS 233 Sexual Abuse and Trauma (3)
- ❑ HUS 236 Foundations of Vocational Rehabilitation (3)
- ❑ HUS 350 Mental Health and Aging (3)
- ❑ Complete one of the following courses (3):
  HUS 326 Chemical Dependency Counseling
  HUS 331 Substance Abuse Counseling for Special Populations
- ❑ Complete two Mental Health electives (see page 3 for course options) (6)

Addiction Counseling Concentration:

- ❑ HUS/PSY 229 Models of Addiction (3)
- ❑ HUS 232 Crisis Counseling (3)
- ❑ HUS/SSC 318 Adolescence, Sub. Abuse & Criminality (3)
- ❑ HUS 326 Chemical Dependency Counseling (3)
- ❑ HUS 331 Substance Abuse Counseling for Special Pop. (3)
- ❑ HUS/SSC 332 Addiction and the Family (3)
- ❑ HUS 342 Trauma and Addiction (3)
- ❑ Complete one Mental Health elective (see page 3 for course options) (3)

Child and Family Services Concentration:

- ❑ Complete two of the following (6):
  HUS 220 Child Mental Health
  HUS 221 Adolescent Mental Health
  HUS 323 Infant Mental Health

- ❑ Complete one of the following courses (3):
  HUS 328 Creative Development & Art for Young Children
  PSY 302 Psychology of Childhood
- ❑ HUS 352 Interventions for Families with Children (3)
- ❑ HUS 354 The Behavioral Health Professional
- ❑ PSY 345 Problems and Interventions in Childhood (3)
- ❑ Complete two Mental Health electives (see page 3 for course options) (6)

OTHER PROGRAM REQUIREMENTS (40 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ Complete one of the following Computer Information Systems electives (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351W Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete one of the following Humanities electives (3) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 115 Elementary Statistics I (3) ★
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ PSY 100 Introduction to Psychology (3) ★
- ❑ PSY 308 Human Development (3)
- ❑ SOC 101 Introduction to Sociology (3) ★
- ❑ SOC 201 Social Problems (3)

GENERAL ELECTIVES (15 CREDIT HOURS):

- ❑ Complete 15 credits of any 100-level or higher electives (15)

MENTAL HEALTH ELECTIVE COURSE OPTIONS:

EDU 261 Early Childhood Curriculum: Early Learning Environments
EDU 362 Language and Literacy in Early Childhood
EDU 363 Young Children with Special Needs
HUS 130 Developmental Disabilities
HUS 134 Cultural Competency for the Helping Professions
HUS/EDU 160 Perspectives on Infants, Toddlers and Young Children
HUS 215 Introduction to Therapeutic Activities
HUS 220 Child Mental Health
HUS 221 Adolescent Mental Health
HUS 222 Psychosocial Rehabilitation
HUS 224 Fundamentals of Community Practice and Involvement
HUS/PSY 229 Models of Addiction
HUS 232 Crisis Counseling
HUS 233 Sexual Abuse and Trauma
HUS 236 Foundations of Vocational Rehab
HUS 240 Human Services for an Aging Population
HUS 263 Family Interactions
HUS/PSY 306 Behavior Modification
HUS 314 Human Services Management
HUS/SSC 318 Adolescence, Substance Abuse, and Criminality
HUS 323 Infant Mental Health
HUS 326 Chemical Dependency Counseling
HUS/EDU 328 Creative Development and Art for Young Children
HUS 331 Substance Abuse Counseling for Special Populations
HUS/SSC 332 Addiction and the Family
HUS 342 Trauma and Addiction
HUS/PSY 345 Problems and Interventions in Childhood
HUS 350 Mental Health and Aging
HUS/EDU 352 Interventions for Families with Children
HUS 354 The Behavioral Health Professional
HUS 356 Women's Mental Health
HUS/JUS/SSC 364 Human Rights Violation, Torture and Trauma
HUS 366 Grief Counseling
HUS 436 Counseling for Co-Occurring Mental Disorders & Addiction
JUS 307 Violence in the Family
PSY 400 Abnormal Psychology
SOC 319 Social Gerontology
SOC 340 Sociology of Minorities
SOC 360 Sociology of the Family
SSC 362 Death and Dying
SSC/JUS 450 Conflict Resolution

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

MENTAL HEALTH & HUMAN SERVICES, POST BACCALAUREATE OF SCIENCE

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Baccalaureate degree from a regionally accredited institution in a different discipline
- ❑ Minimum 36 Credit Hours
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses

PROGRAM MAJOR REQUIREMENTS (36 CREDIT HOURS):

- ❑ HUS 101 Introduction to Human Services (3)
- ❑ HUS 125 Chemical Dependency (3)
- ❑ HUS 212 Case Management (3)
- ❑ HUS 218 Community Mental Health (3)
- ❑ HUS 305 Group Process (3)
- ❑ HUS 308 Assessment and Planning (3)
- ❑ HUS 316 Applied Professional Ethics (3)
- ❑ HUS 330 Interviewing and Counseling (3)
- ❑ HUS 349 Supervision in Health and Human Services (3)
- ❑ HUS 460 Pre-Internship Seminar (3) ***must be earned with a grade of "C" or higher***
- ❑ HUS 462 Internship (6)

(Note: Students who have completed any of the required courses listed above should select substitutes from the following list.)

HUS 222 Psychosocial Rehabilitation
HUS 232 Crisis Counseling
HUS 233 Sexual Abuse and Trauma
HUS 236 Foundations of Vocational Rehab
HUS 326 Chemical Dependency Counseling
HUS/SSC 332 Addiction and the Family
HUS 350 Mental Health and Aging

MENTAL HEALTH & HUMAN SERVICES, ASSOCIATE OF SCIENCE

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 62 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (37 CREDIT HOURS):

- ❑ HUS 101 Introduction to Human Services (3)
- ❑ HUS 125 Chemical Dependency (3)
- ❑ HUS 212 Case Management (3)
- ❑ HUS 218 Community Mental Health (3)
- ❑ HUS 316 Applied Professional Ethics (3)
- ❑ HUS 330 Interviewing and Counseling (3)
- ❑ HUS 201 Pre-Practicum (1)
- ❑ HUS 279 Practicum (6) ***should be taken during the last semester of coursework***
- ❑ Complete four of the following (12):
  - *HUS 130 Developmental Disabilities*
  - *HUS 134 Cultural Competency for the Helping Professions*
  - *HUS 160 Perspectives on Infants, Toddlers, & Young Children*
  - *HUS 215 Introduction to Therapeutic Activities*
  - *HUS 220 Child Mental Health*
  - *HUS 221 Adolescent Mental Health*
  - *HUS 222 Psychosocial Rehabilitation*
  - *HUS 224 Fundamentals of Community Practice & Involvement*
  - *HUS 232 Crisis Counseling*
  - *HUS 233 Sexual Abuse and Trauma*
  - *HUS 236 Foundations of Vocational Rehabilitation*
  - *HUS 261 Early Childhood Curriculum*
  - *HUS 305 Group Process*
  - *HUS 326 Chemical Dependency Counseling*
  - *HUS 331 Substance Abuse Counseling for Special Populations*
  - *HUS 350 Mental Health and Aging*

OTHER PROGRAM REQUIREMENTS (25 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  - *ART 1xx any 100-level Art course*
  - *DRA xxx any Drama course*
  - *ENG 351W Creative Writing I*
  - *ENG 452 Creative Writing II*
  - *MUH 1xx any 100-level Music History course*
  - *MUS 1xx any 100-level Music course*
- ❑ Complete one of the following Humanities electives (3) ★:
  - *ENG 102W Introduction to Literature*
  - *WGS 101W Introduction to Women's Studies*
- ❑ MAT 115 Elementary Statistics I (3) ★
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ PSY 100 Introduction to Psychology (3) ★
- ❑ SOC 101 Introduction to Sociology (3) ★

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Nursing

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinators: Terry Colby ASN Program and Dr. Lynne King, RN-BS in Nursing Program
Website: www.uma.edu/academics/programs/nursing/

Accreditation

The nursing program is accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326. Phone 404-975-5000.
For more information, please visit http://acenursing.org/

Bachelor of Science in Nursing (RN Completion)

Intro/Overview

Nurses require a broader base of knowledge than was needed in the past to plan and implement care for patients in today's complex health care system. The baccalaureate degree in nursing program includes continued further coursework in the physical sciences, arts and humanities. The nursing courses enhance the student's skills in assessment, patient advocacy, and holistic nursing care management. The BS in Nursing program prepares the registered nurse to plan and implement change, opens the door to leadership positions, increases earning potential, and provides the opportunity to practice in a broader range of settings.

Program Objectives

The RN completion program is designed to enable students to build on previous learning, as well as to gain the knowledge, skills and professional behaviors needed to practice at a higher level of nursing. Baccalaureate education facilitates an expanding awareness of self and others, personal and social consciousness, and a greater breadth and depth of understanding of the human condition through holistic nursing practice.

The goals of the Bachelor of Science in Nursing program are to:

- provide quality baccalaureate level education to registered nurses
- enhance nurses' abilities to sustain work within the complex and dynamic healthcare environment
- further develop the leadership and management skills necessary to promote growth within the profession of nursing
- provide nurses with the educational foundation for graduate level education

Student Learning Outcomes

Upon completion of the RN-BS in Nursing Education Program the learner will:

- Demonstrate holistic-relationship centered nursing care in diverse health care settings.
- Use best current evidence to provide safe and effective holistic nursing care.
- Use critical thinking skills to assess cultural, ethical, legal, and safety concerns with diverse client populations across the lifespan.
- Utilize technology and information to monitor outcomes of holistic care and to improve the quality and safety of healthcare systems.
- Develop one's professional identity with an ability to partner within an interdisciplinary team in order to continuously improve care.
- Effectively communicate through technological, written, and verbal modalities.
- Demonstrate transformative leadership skills in influencing healthcare care delivery systems.
- Demonstrate competency with self-care-healing modalities in order to create sustainable caring-healing practices.
- Create a plan for continued professional development and commitment to lifelong learning.
- Develop health promotion and illness prevention skills for patients and communities via contemporary approaches to wellness through the coaching role of the nurse.

Admissions Requirements (see UMA general requirements)

Applicants for admission to the Bachelor of Science in Nursing degree program must have an Associate of Science degree in Nursing from a regionally accredited institution and hold a minimum of 2.50 G.P.A. Applicants must also have an active RN license.

Students matriculating in the final semester of an AS in Nursing Program can apply for admission to the RN-BS in Nursing program. Students may take one semester of nursing courses without the RN licensure. After completing their first semester, non-licensed students will not be permitted to take NUR designated course however may still continue taking the general education courses required.

Advanced Standing

Transfer of credit: See http://www.uma.edu/academics/pla/ for transfer of credit policy. Students who transfer or are readmitted into the nursing program may be given credit for comparable nursing courses that have been completed within the previous 10 years. For nursing course work completed over 10 years, students may elect to request a course substitution/waiver or complete a portfolio assessment per UMA guidelines.

Prior Learning Assessment:

In addition to accepting equivalent course transfer credits, Nursing course credits can be earned in the following ways:

Credit by Examination – Nursing course credit can be earned by taking the National League for Nursing (NLN) test for the following:

- Normal Nutrition (meets UMA's RN-BSN BIO 104 requirement)
- Physical Assessment (meets UMA's RN-BSN NUR 301 requirement)
- Pharmacology in Clinical Nursing (meets UMS's RN-BSN NUR 302 requirement for students admitted prior to fall 2017)

Portfolio Review – Students can earn course credit for previously acquired information and skills which may be equivalent to college-level courses. (Contact your Nursing Faculty Advisor for more information.)

External Training Review – Students can be awarded 3 NUR elective credits for current national certification in several nursing specialty areas. See http://www.uma.edu/academics/pla/ for more information about these and all of the avenues by which UMA accepts credit for prior learning.

Graduation Requirements

To be eligible for graduation, the student must have successfully completed all requirements, have a minimum of 120 credit hours and a grade point average of at least a 2.50. This G.P.A. includes having a minimum G.P.A of 2.50 in the major. Students must also meet UMA residency requirements (see check sheet). A minimum grade of "C" is required in: MAT, BIO and NUR courses. A "C-" is not acceptable.

Career Opportunities

Completion of a BSN degree may afford registered nurses a variety of advancement in their current practice setting and/or help the nurse to pursue new career opportunities.

More and more, hospitals and health care providers prefer to hire nurses with a bachelor's degree. UMA's program will equip you with new knowledge and skills to be successful in expanded nursing roles. A high percentage of those enrolled in UMA's program go on to graduate school.

Graduate School Opportunities and Advanced Practice Roles:

- Nurse Practitioner
- Nurse Educator
- Nurse Manager
- Nurse Anesthetist
- Nurse Leader (CNL)
- Doctor of Nursing Practice (DNP)
- PhD in nursing research or nursing science

Settings for new career opportunities include:

Acute Care:

- Advancement in level of clinical practice in a variety of inpatient settings:
    - Medical Surgical
    - Critical Care
    - Pediatrics
    - Obstetrics
    - Emergency or Trauma Nursing
    - Behavioral Health
- Nurse Educator (in some settings)
- Nurse Manager (in some settings)

Community:

- Public Health Nurse
- School Nurse
- Home Health or Hospice Nursing
- Care Manager
- Wellness Coach

NURSING (RN-BSN COMPLETION), BACHELORS OF SCIENCE

NURSING ADMISSIONS REQUIREMENTS:

- ❑ **Associate Degree** – in Nursing ***from a regionally accredited institution***
- ❑ **Maine RN License** (*Must be completed before the second semester in the program*)
- ❑ **Minimum GPA of 2.50**

If transfer students have not completed the courses listed below at their former college, they need to complete UMA's core education requirements before receiving a degree from UMA. The following disciplines are required in UMA's academic core:

- ❑ Any 100-level communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ Any Fine Arts or Humanities elective (3) ★
- ❑ MAT 100 Mathematics and Its Applications or higher (3) ★
- ❑ PSY 100 Introduction to Psychology (3) ★
- ❑ PSY 308 Human Development (3)
- ❑ SOC 101 Introduction to Sociology (3) ★
- ❑ BIO 110 Fundamentals of Biology or equivalent (4) ★
- ❑ BIO 210 Anatomy and Physiology or equivalent (4)
- ❑ BIO 321 Microbiology or equivalent (4)

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 120 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.50
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.50

PROGRAM MAJOR REQUIREMENTS (33 CREDIT HOURS):

All courses must be passed with a C, not C minus (C-), or higher for successful completion.

- ❑ NUR/CIS 225 Introduction to Health Informatics (3) ***(Prerequisite: CIS 100 or permission of instructor)***
- ❑ NUR 301 Health Assessment Through the Lifespan (4) ***(Prerequisite: NUR 304 or permission of the instructor)*** (offered Spring semester)
- ❑ NUR 304 Concepts of Professional Nursing Practice (3) ***(Prerequisite: ENG 103W)*** **This course is required to be the first NUR course to be taken in the RN-BSN program and must be taken at UMA unless awarded course transfer equivalency upon admission.**
- ❑ NUR 326 Caring for Aging Adults (3) ***(Prerequisite: NUR 304 or permission of the instructor)***
- ❑ NUR 352 Nursing Research (3) ***(Prerequisite: NUR 304 & MAT 115 or concurrent enrollment)***
- ❑ NUR 355 Community and Global Health Didactic (3) ***(Prerequisite: NUR 301, 304, & 352 or by permission; concurrent enrollment in NUR 352 permitted)*** (offered Fall semester)
- ❑ NUR 356 Community and Global Health Clinical (2) ***(Prerequisite: NUR 301, 304, 352, and 355 or by permission; concurrent enrollment in NUR 352 and 355 permitted. Immunization compliance required prior to clinical work)*** (offered Spring semester)
- ❑ NUR 410 Leadership and Management in Nursing (3) ***(Prerequisite: NUR 352 and NUR 355-or current enrollment)*** (offered Fall semester)
- ❑ NUR 499W Senior Seminar (3) ***(Prerequisite: NUR 304, 352, 355, 356 and 410 and ENG 101)*** (offered Spring semester)
- ❑ Complete any two 300 or 400-level Nursing electives (6)

OTHER PROGRAM REQUIREMENTS (18 CREDIT HOURS):

All MAT and BIO courses must be passed with a C, not C minus (C-), or higher for successful completion.

- ❑ ENG 103W Writing for Allied Health (3)
- ❑ Complete one of the following Fine Arts electives (3) ★:
  - *ART 1xx any 100-level Art course*
  - *DRA xxx any Drama course*
  - *ENG 351 Creative Writing I*
  - *ENG 452 Creative Writing II*
  - *MUH 1xx any 100-level Music History course*
  - *MUS 1xx any 100-level Music course*
- ❑ Complete one of the following Humanities electives (3) ★:
  - *AME xxx any American Studies course*
  - *ARH 105 History of Art & Architecture I*
  - *ARH 106 History of Art & Architecture II*
  - *DRA xxx any Drama course*
  - *ENG xxx any English course (except ENG 101 or 317w)*
  - *FRE xxx any French course*
  - *HGH xxx any Holocaust, Human Rights & Genocide course*
  - *HTY xxx any History course*
  - *HUM xxx any Humanities course*
  - *MUH xxx any Music History course*
  - *PHI xxx any Philosophy course (except PHI 135 or 335)*
  - *SPA xxx any Spanish course*
  - *WGS xxx any Women and Gender Studies course*
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ BIO 104 Human Nutrition (3)
- ❑ BIO 345 Pathophysiology (3)

ADVISING NOTES:

- The Bachelor of Science in Nursing degree is fully accredited by the Accreditation Commission for Education in Nursing (ACEN).
- Students admitted to the RN-BSN Program may be given credit for comparable baccalaureate level nursing courses that have been completed within the previous 10 years. For course work completed over 10 years, students may elect to request a course substitution/waiver or complete a portfolio assessment per UMA guidelines.

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Public Administration

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Daylin Butler
Website: www.uma.edu/academics/programs/public-administration/

Intro/Overview

The UMA Public Administration Program has prepared many students for successful careers in government and nonprofit organizations. Historically, the great bulk of program graduates have acquired jobs or received promotions when they completed their degree, and many of the others continued their education at the graduate level. They have pursued careers in a number of states, but have had particular success in Maine. At the state level, positions have included Chief Deputy Secretary of State, Commissioner of the Department of Environmental Protection, Chief of the Maine State Police, and Clerk of the Maine House of Representatives and Chief of Staff for the Maine Governor. At the local level, positions have included Town Manager, Sherriff, Police Chief, Fire Chief and Airport Manager. Graduates have responsible positions in a great variety of public and nonprofit organizations, and have made a significant contribution to the quality of public life in Maine.

The full-time faculty has many decades of experience getting students ready for new or enhanced careers. In addition, many Maine officials have offered courses in the program, including Dan Wathen, the former Chief Justice of the Supreme Judicial Court of Maine, Dawn Gallagher, the former Commissioner of the Department of Environmental Protection, Bill Bridgeo, the City Manager of Augusta Maine, Rick Michaud, the former City Administrator of Saco Maine, Peter Nielson, the former Town Manager of Winthrop, Maine, and Rebecca Wyke, the former Chief Financial Officer of the University of Maine System and the current UMA President.

The UMA Public Administration Program is a member of the Network of Schools of Public Policy, Affairs and Administration (formerly the National Association of Schools of Public Affairs and Administration), and outstanding graduates have been inducted into Pi Alpha Alpha, the national honors society for public administration.

There are three versions of the Bachelor of Science in Public Administration degree, reflecting the diverse needs of the individuals who can benefit from the knowledge that a modern administration degree provides:

- The Bachelor of Science Degree in Public Administration for students who are transferring a prior associate degree in one of the following fields (approximately 60 credit hours):
    - Health Science (Nursing, Med Lab Science, Dental Hygiene, etc.)
    - Criminal Justice or Justice Studies
    - Fire Science
    - Social or Human Services
    - Computer Technology
    - Paralegal Studies
- The Bachelor of Science Degree in Public Administration for students who are not transferring a prior associate degree in a relevant field (121 credit hours)
- The Post-Baccalaureate of Science Degree in Public Administration – a second bachelor's degree for students who already have a bachelor's degree in another field (30 credit hours)

There is also an Associate of Science in Public Administration (61 credit hours), and there is a Minor in Public Administration (18 credit hours) for students who want to add administrative knowledge and skills to a degree in another field.

Program Objectives

This degree program prepares students for administrative careers in government and nonprofit organizations. For those already employed, it provides an opportunity to improve administrative skills and enhance career prospects and mobility. The curriculum is designed to promote an understanding of modern organizations, a sensitivity to political realities, and a knowledge of modern management methods. It covers public sector institutions, the central functional areas of modern administration, and a range of valuable analytical tools.

Learning Outcomes

This program is designed to produce graduates who can

- communicate effectively, both orally and in writing,
- use sound reasoning in the analysis of administrative issues,
- understand American public sector institutions at the national, state and local level, and use that knowledge to contextualize administrative issues and processes,
- understand basic human resource issues, and use that knowledge to contextualize administrative issues and processes,
- understand the basic content of administrative law, and use that knowledge to contextualize administrative issues and processes,
- understand basic concepts and procedures of public budgeting and financial administration, and use that knowledge to understand budgets and financial documents,
- understand basic accounting concepts and procedures, and use that knowledge to read basic accounting documents,
- understand widely used statistical procedures, and use that knowledge to read and understand basic statistical reports,
- understand basic survey research concepts and procedures, and use that knowledge to conduct simple surveys, and to read and understand survey research results,
- understand basic concepts of geographical information systems, and use that knowledge prepare, read and understand mapped information,
- understand the basics of grant writing, and use that knowledge prepare grant proposals,
- demonstrate the overall perspective and repertoire of knowledge, skills and abilities needed to acquire positions appropriate for bachelor's degree graduates in modern administrative environments.

Admissions Requirements (see UMA general requirements)

Credit for Prior Learning

Students may receive credit for relevant knowledge acquired prior to admission through a variety of standardized tests and challenge examinations. For details, contact the program coordinator.

Graduation Requirements

Upon successful completion of coursework detailed below (with an overall grade point average of at least 2.00, and a grade point average in political science courses of at least 2.00), the student will be awarded a degree in Public Administration.

Career Opportunities

UMA's Bachelor of Science degree in Public Administration is designed to prepare people for administrative careers in government and non-profit organizations. For those already employed in public service, it provides opportunities to improve administrative skills and to enhance career prospects and mobility. The curriculum is comprehensive, covering public sector institutions, the central functional areas of modern administration, and a range of valuable and relevant analytical skills. It is designed to produce managers with an understanding of large scale organizations, a sensitivity to political realities, a grasp of management methods, and a knowledge of the tools needed to illuminate substantive issues. Graduates will be capable of assuming a wide variety of positions, including Town Manager, Higher Education Administrator, Nursing Home Administrator, Court Administrator, Public Affairs Officer, Legislative Staffer, and Community Organizer.

Transferable Skills & Competencies

Program graduates have broad knowledge of administrative environments, and employ a diverse set of professional skills, including critical thinking, planning, data gathering, record keeping, analyzing, evaluating, and persuasively communicating. Here is a more complete list of skills and abilities one can expect to acquire through the study of public administration:

Communication

- Understanding cultural differences
- Working as a team member
- Mediating/negotiating conflicts
- Writing reports and policies
- Effectively justifying positions
- Speaking and writing persuasively

Research and Analysis

- Designing effective research projects
- Measuring public opinion
- Analyzing quantitative and qualitative outcomes
- Evaluating policies and programs
- Maintaining information systems

Planning and Development

- Making projections
- Organizing people, equipment and ideas
- Designing project and programs
- Raising funds
- Selecting optimal policies
- Understanding complex problems in context

Quantitative and Financial

- Managing fiscal affairs
- Preparing budgets
- Creating and evaluating financial reports and statements
- Using techniques to enhance rational decision making (e.g. statistical analysis, cost-effectiveness analysis, program assessment)

Careers

Here is a sampling of the wide range of career paths that public administration majors have pursued:

Government and Public Service

- City/Town/County Manager
- Legislative Staff Member
- Finance Officer
- Court Administrator
- Police/Fire Department Administrator
- Airport Manager
- Urban State Policy Planner
- Social Security Claims Examiner
- Medicaid Fraud Investigator

Education and Research

- Grant Coordinator
- Equal Opportunity Administrator
- School Finance Administrator
- Manager of College Relations
- Public Opinion Analyst

- Higher Education Administrator
- Program Review Analyst

Not-for-Profit

- Nursing Home Administrator
- Environmental Activist
- Consumer Credit Counselor
- Accessibility Advocate
- Fund Raiser
- Recreation Center Director
- Co-op Manager
- Community Organizer

Business

- Human Resource Administrator
- Benefits and Staff Development Manager
- Public Affairs Officer
- Insurance Appeals Coordinator
- Newspaper Columnist/Reporter
- Customer Service Representative
- Management Consultant

PUBLIC ADMINISTRATION, BACHELORS OF SCIENCE

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (48 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ BUA 301 Accounting for Not for Profit Organizations (3)
- ❑ CIS 360 Geographical Information Systems (3)
- ❑ Complete one of the following courses (3):
  BUA/CIS 303 Management Information Systems
  CIS 460 Computers & Culture
- ❑ ECO 201 Macroeconomics (3)
- ❑ ENG 320 Grant Writing (3)
- ❑ POS 101 American Government (3)
- ❑ POS/BUA 223 Principles of Management (3)
- ❑ POS 234 American State and Local Government (3)
- ❑ POS 354 Public Budgeting and Financial Administration (3)
- ❑ POS/BUA 361 Human Resource Management (3)
- ❑ POS 370 Municipal Administration (3)
- ❑ POS 405 Administrative Law (3)
- ❑ POS 487 Research Methods (3)
- ❑ Complete two of the following Public Administration electives (6):
  POS 102 Introduction to Politics and Government
  POS 362 Labor-Management Relations
  POS 365 Organizational Behavior
  POS 420 The American Health Care System
  POS 485 Public Administration Internship

OTHER PROGRAM REQUIREMENTS (46 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351W Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course

- ❑ Complete four of the following Humanities electives, ***with no more than two in the same discipline*** (12) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 115 Elementary Statistics I (3) ★
- ❑ Complete two 100-level or higher mathematics electives (6)
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ PSY 100 Introduction to Psychology (3) ★
- ❑ SOC 101 Introduction to Sociology (3) ★
- ❑ Complete one of the following Computer Information Systems electives (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science

GENERAL ELECTIVES (27 CREDIT HOURS):

- ❑ Complete 27 credits of any 100-level or higher general electives to reach the required 121 credit hour requirement (27)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

PUBLIC ADMINISTRATION, POST BACCALAUREATE OF SCIENCE

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Baccalaureate degree from a regionally accredited institution in a different discipline
- ❑ Minimum 30 Credit Hours
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses

PROGRAM MAJOR REQUIREMENTS (30 CREDIT HOURS):

- ❑ POS 101 American Government (3)
- ❑ Complete one of the following courses (3):
  POS/BUA 223 Principles of Management
  POS 251 Public Administration
- ❑ POS 234 American State and Local Government (3)
- ❑ POS 354 Public Budgeting and Financial Administration (3)
- ❑ POS/BUA 361 Human Resource Management (3)
- ❑ POS 370 Municipal Administration (3)
- ❑ POS 405 Administrative Law (3)
- ❑ POS 487 Research Methods (3)
- ❑ ENG 320 Grant Writing (3)
- ❑ CIS 360 Geographical Information Systems (3)

Students who have taken one or more of the required courses listed above prior to entering the program should select substitutes from the following list:

BUA 101 Financial Accounting for Decision Making
BUA 301 Accounting for Not-for-Profit Organizations
POS 102 Introduction to Politics and Government
POS/BUA 362 Labor Management Relations
POS/BUA 365 Organizational Behavior
POS 383 Survey of Constitutional Law
POS 485 Public Administration Internship

PUBLIC ADMINISTRATION 2+2, BACHELORS OF SCIENCE

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Associate Degree in one of the following areas from a regionally accredited institution: A Health Science (Nursing, Physical Therapy, Radiological Technology, etc.), Criminal Justice or Justice Studies, Computer Technology, Social or Human Services, Paralegal Studies, or Fire Science
- ❑ Minimum 120 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

BACCALAUREATE GENERAL EDUCATION REQUIREMENTS:

All students receiving a baccalaureate degree from UMA must satisfy the institution's baccalaureate general education requirements. Some of these requirements are met by the program major requirements below. The remaining requirements are listed here. They must be satisfied by the associate degree coursework, or by additional courses.

- ❑ ENG 101 College Writing (3) ★
- ❑ Complete one of the following courses (3) ★:
  ENG 102W Introduction to Literature
  ENG 317W Professional Writing
- ❑ Complete any 100-level Communications elective (3) ★
- ❑ Complete one of the following Computer Information Systems courses (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ Any 100-level Laboratory Science course (4) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course

PROGRAM MAJOR REQUIREMENTS (48 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ BUA 301 Accounting for Not for Profit Organizations (3)
- ❑ CIS 360 Geographical Information Systems (3)
- ❑ ECO 201 Macroeconomics (3) ★
- ❑ ENG 320 Grant Writing (3)

- ❑ MAT 115 Elementary Statistics (3) ★
- ❑ POS 101 American Government (3) ★
- ❑ POS/BUA 223 Principles of Management (3)
- ❑ POS 234 American State and Local Government (3)
- ❑ POS 354 Public Budgeting and Financial Administration (3)
- ❑ POS/BUA 361 Human Resource Management (3)
- ❑ POS 370 Municipal Administration (3)
- ❑ POS 405 Administrative Law (3)
- ❑ POS 487 Research Methods (3)
- ❑ Complete two of the following Public Administration electives (6):
  POS 102 Introduction to Politics and Government
  POS/BUA 362 Labor-Management Relations
  POS/BUA 365 Organizational Behavior
  POS/NUR 420 The American Health Care System
  POS 485 Public Administration Internship

GENERAL ELECTIVES (TBD CREDIT HOURS):

- ❑ Complete any necessary 100-level or higher electives to reach a total 120 credits (TBD)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

PUBLIC ADMINISTRATION, ASSOCIATE OF SCIENCE

ASSOCIATE DEGREE REQUIREMENTS:

- ❑ Minimum 61 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 15 Credit Hours of Residency Courses
- ❑ 9 Credits of Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (21 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ ECO 201 Macroeconomics (3)
- ❑ POS 101 American Government (3)
- ❑ POS/BUA 223 Principles of Management (3)
- ❑ POS 234 American State and Local Government (3)
- ❑ POS 361 Human Resource Management (3)
- ❑ POS 370 Municipal Administration (3)

OTHER PROGRAM REQUIREMENTS (31 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351W Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete one of the following Humanities electives (3) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 115 Elementary Statistics I (3) ★
- ❑ Complete any 100-level MAT course or higher (3) ★
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ SOC 101 Introduction to Sociology (3) ★
- ❑ Complete one of the following CIS electives (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science

GENERAL ELECTIVES (9 CREDIT HOURS):

- ❑ Complete 9 credits of any 100-level or higher elective (9)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Rehabilitation Therapy

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

NO APPLICATIONS TO THE ASSOCIATE OF SCIENCE IN REHABILITATION THERAPY ARE BEING ACCEPTED AT THIS TIME.

Intro/Overview

This program is deemed necessary for students who wish to work in the health care field with a special emphasis on rehabilitation. Students will be prepared to work within the broad spectrum of rehabilitation services at the technician level. The program also aims to prepare students to transfer to Baccalaureate rehabilitation programs or to programs in a related field.

Program Objectives

The program will provide students with a working knowledge of rehabilitation theory and techniques and will prepare them to use a variety of psychosocial and rehabilitative community and natural supports. It will also provide students with the skills and knowledge utilized in a variety of physical and psychosocial rehabilitation practices. Graduates will have a general understanding of the recovery process and the need for consumer choice and empowerment.

Learning Outcomes

Upon completion of the program, graduates will be able to:

- Understand current best practices applicable to work in rehabilitative settings
- Implement and provide clients with community supports, case management, psychological and physical rehabilitation techniques
- Identify the signs and symptoms of disabilities that will require rehabilitation
- Utilize a variety of techniques to help clients deal effectively with their disabilities and handicapping experience
- Write clear, concise progress notes to assist with rehabilitative program planning

Social Science

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Lorien Lake-Corral
Website: https://www.uma.edu/academics/programs/social-science/

Intro/Overview

The social science faculty of the University of Maine at Augusta are committed to the teaching and learning of the social science disciplines (anthropology, psychology, communications and sociology) in support of the Bachelor of Arts degree in Social Science and selected baccalaureate and associate degree programs, through traditional and electronic instruction, at multiple campuses, centers and sites throughout the state.

Program Objectives

The Bachelor of Arts in Social Sciences program guides us toward a deeper understanding of people, their culture, and their environment through explorations in anthropology, psychology, sociology, political science, communications, economics, history, communications and geography. Social Sciences coursework provides a unique preparation for positions of leadership in the institutions that shape our society. In addition to the core Social Science degree students may choose a concentration in Administrative and Organizational Behavior, Gerontology, Psychology, or Secondary Education. Students can also choose to minor in many of the specialties offered by either College.

Learning Outcomes

The social science faculty delivering the Bachelor of Arts in Social Science degree at the University of Maine at Augusta are committed to the development and enhancement of our students' skills, abilities, and competencies with regard to the following curriculum goals:

•*Students can describe and critique the defining characteristics of social sciences within the scientific community.*
-Students describe the essential characteristics of (all) sciences.
-Student can describe the origin, scope and selected contributions of social sciences within the scientific community.
-Students understand and demonstrate a basic (conceptual) knowledge of the research enterprise. This knowledge includes; phases of research, levels of constraint, measurement theory, types of research and the program's set of research designs.

•*Students can communicate effectively using oral and mediated means at levels of proficiency expected with social science disciplines.*
-Students demonstrate proficiency in oral and written communications consistent with the SSC Program Standards.
-Students demonstrate digital literacy and the use of digital media consistent with the SSC Program's Standard.
-Students demonstrate critical thinking and evaluate social phenomena and formal research at a level of proficiency consistent with the SSC Program Standard.

•*Students can identify and describe professional standards and a developing professional identity*
-Students can identify multiple career paths available to social science graduates and articulate a career path leading to a desired job.
-Students can identify ethical standards in specific social science disciplines and summarize their origins. They can critique examples of common dilemmas inherent in the work of social science professionals.
- Students conduct themselves in a manner consistent with professionals in fields of applied social sciences. They can identify professional associations and make use of the resources provided by those organizations.

•*Students know the 'canon' of social science facts and vocabulary. They understand and apply theoretical perspectives identified in the Social Science Program Standards*.
-Students comprehend and recall the basic 'canon' of social science facts and concepts. They use these to solve contemporary social and personal problems.
-Students compare and contrast theoretical perspectives central to social science disciplines.
-Students critically evaluate social, economic, political, and historical phenomena using multiple social science perspectives.
-Students develop innovative and original approaches to solving contemporary social problems.

•*Students demonstrate knowledge of cultural and international diversity consistent with the social science program standard.*
-Students interact effectively and collaboratively with people of diverse abilities, backgrounds, and cultural perspectives.
-Students critique the sociocultural and international contexts that influence individual and collective behavior.

•*Students apply social science knowledge to articulate theories of mind, personality and well-being. They demonstrate insights into behavior of individuals and apply problem solving strategies at the level of individuals and small groups.*
-Using social science theories and models, students articulate individual personal, sociocultural and professional understandings and their limitations.
-Students can define social intelligence and demonstrate insights into individual motives, attitudes, emotions and states of mind using social science knowledge and theories.
-Students demonstrate constructive use of individual feedback to optimize their learning style and professional development.
-Students understand the value of diversity and demonstrate an appreciation of minority status and out group dynamics. They demonstrate problem solving and relationship building with diverse peoples

•*Students engage in research in at least one of the social sciences.*
-Students can evaluate, propose and engage in research projects using their knowledge of the research enterprise and specific disciplines.
-Students will demonstrate their comprehension of basic statistical concepts and procedures.
-Students will demonstrate proficiency using a selection of standard statistical software tools. They will be able to analyze and evaluate data using appropriate descriptive, inferential and qualitative methods.
-Students demonstrate communication skills specifically used by program research consultants.

Admissions Requirements (see UMA general requirements)

Career Opportunities

A degree in Social Sciences from UMA qualifies graduates for important careers requiring decision making, problem solving, evaluation, research and written or oral communication. Many of our graduates advance to leading roles in government, business, education, social services and other fields. Others cap the baccalaureate degree with graduate study, yielding opportunities in law, clinical psychology, social science, counseling, social work, research, college teaching and many more.

Skills You'll Acquire

Graduates of UMA's Social Sciences program have well-developed organizational, communication, and interpersonal skills. These skills, along with the related skills listed below, have served our students well as they prepare for careers as teachers, lawyers, social workers, college administrators, and much more.

Working With People
- Understanding human development
- Acquiring knowledge of abnormal behavior
- Assessing needs/interests
- Developing sensitivity to cultural needs
- Working as a team member

Research & Analysis
- Observing details
- Seeing relationships
- Interpreting events/ideas
- Evaluating social institutions
- Learning theories

Communication
- Listening to others
- Speaking publicly
- Mediating/negotiating
- Interviewing non-judgmentally
- Writing clearly
- Conveying ideas

Organization

- Collecting and organizing data
- Observing and comparing people, data, things
- Compiling reports
- Organizing people
- Planning

Careers You Can Seek

Social Sciences majors develop a wide range of skills which they utilize in a variety of occupational areas. The list below showcases a sampling of occupations pursued by our Social Sciences majors. Some positions may require additional specific training.

Education/Research

- Market Research Interviewer
- Learning Disabled Student Consultant
- Genealogist
- Canvass Director
- College Recruiter
- Adult Education Director
- Research Analyst

Human Services

- Program Director, Big Brothers/Sisters
- Role-Playing Game Designer
- Crisis Counselor
- Vocational Rehabilitation Counselor
- Volunteer Coordinator
- Divorce Mediator
- Affirmative Action Representative
- Women's Center Program Director
- Social Worker*

Business/Public Administration

- Camp Director
- Radio Advertising Account Executive
- Hotel Concierge
- Employment Advisor/Specialist
- Training Coordinator
- Journalist
- Travel Agent/Guide
- Policy Analyst
- Campaign Manager
- Employee Relations Specialist
- Urban/Regional Planner
- Legislator

Communications

- Lobbyist
- City Recreation Center Director
- Arbitrator*
- Peace Corps/VISTA Volunteer
- Probation Officer
- Museum Guide
- Social Media Manager

*Baccalaureate or graduate level study is generally required for these occupations.

SOCIAL SCIENCE, BACHELOR OF ART

BACHELOR DEGREE REQUIREMENTS:

- ❑ Minimum 120 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00

PROGRAM MAJOR REQUIREMENTS (52-67 CREDIT HOURS):

- ❑ SSC 100 Introduction to Social Science (3) ★
- ❑ Complete four of the following introductory social science courses (only one from each discipline) (12) ★:
  ANT 101 Introduction to Anthropology
  ANT 102 Cultural Anthropology
  ECO 100 Introduction to Economics
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  POS 101 American Government
  POS 102 Introduction to Politics and Government
  PSY 100 Introduction to Psychology
  SOC 101 Introduction to Sociology
- ❑ PSY 308 Human Development (3)
- ❑ SOC 201 Social Problems (3)
- ❑ Complete one of the following history sequences (6):
  HTY 103 U.S. History I ***and*** *HTY 104 U.S. History II*
  HTY 105 World Civilizations I, Prehistory to 1500 ***and*** *HTY 106 World Civilizations II, 1500 to Present*
- ❑ Complete one of the following courses (3):
  COM 317 Mass Media
  ENG 317W Professional Writing
- ❑ SSC 220 Basic Research Methods (3)
- ❑ SSC 320 Research Methods in Social Science (3) ***prerequisite: SSC 220***
- ❑ SSC 420 Social Science Senior Project (4)

Select One of the Following Pathways/Concentrations:

No Concentration (15 credit hours):

- ❑ Complete 15 credits of upper-level (300-400 level) social science electives, Disciplines include: ANT, COM, ECO, GEO, HTY, POS, PSY, SOC or SSC. (15)

Gerontology Concentration (12 credit hours):

- ❑ HUS 350 Mental Health and Aging (3)
- ❑ PSY 309 Psychology of Adulthood (3)
- ❑ SOC 319 Social Gerontology (3)
- ❑ SSC 362 Death and Dying (3)

Psychology Concentration (18 credit hours):

- ❑ PSY 400 Abnormal Psychology (3)
- ❑ PSY 394 Independent Study in Psychology (3)
- ❑ Complete two of the following courses (6):
  PSY 302 Psychology of Childhood
  PSY 304 Psychology of Adolescence
  PSY 309 Psychology of Adulthood
  PSY 310 Psychology of Personality
  PSY 364 The Psychology of Men and Boys

- ❑ Complete two of the following courses (6):
  PSY 306 Behavior Modification
  PSY 312 Psychology of Adjustment
  PSY 315 Transpersonal Psychology
  PSY 355 Social Psychology
  PSY 356 Somatic Psychology
  PSY 361 Applied Social Psychology
  PSY 401 Educational Psychology
  PSY 415 Cross Cultural Psychology

Administrative & Organizational Behavior Concentration (27 credit hours):

- ❑ BUA/POS 365 Organizational Behavior (3)
- ❑ HUS 101 Introduction to Human Services (3)
- ❑ JUS 103 Foundations of Criminal Justice (3)
- ❑ SSC 317 Leadership Seminar (3)
- ❑ Complete five of the following Administrative & Organizational Behavior electives (15):
  BUA 100 Introduction to Business
  BUA/JUS/POS 223 Principles of Management
  BUA/POS 361 Human Resource Management
  BUA 369 Marketing
  BUA/POS 420 The American Health Care System
  CIS 460/INT 360 Computers & Culture
  COL 214 Professionalism in the Workplace
  COM/SOC 375 Social Networks
  ECO 100 Introduction to Economics
  HON 300 Critical Thinking & Writing
  HUS 214 Human Services Agency Management
  HUS 218 Community Mental Health Care
  HUS 240 Human Services for an Aging Populations
  HUS 305 Group Process
  HUS 330 Interviewing & Counseling
  HUS 349 Supervision in Health and Human Services
  POS 353 Administration of Public Personnel
  PSY 361 Applied Social Psychology
  SSC 450 Conflict Resolution

OTHER PROGRAM REQUIREMENTS (39-40 CREDIT HOURS):

- ❑ Complete any 100-level Communications course (3) ★
- ❑ Complete one of the following Computer Information Systems electives (3) ★:
  CIS 100 Introduction to Computer Applications
  CIS 101 Introduction to Computer Science
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 102W Introduction to Literature (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★:
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351W Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course
- ❑ Complete a two-semester sequence of the same Foreign or American Sign language (8)
- ❑ MAT 115 Elementary Statistics I ***or higher 100-level mathematics course*** (3) ★
- ❑ Complete any 100-level laboratory science course (4) ★
- ❑ Complete any descriptive or laboratory science course (3-4)

- ❑ Complete two of the following Humanities electives ***must be from two different disciplines*** (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course

GENERAL ELECTIVES (TBD CREDIT HOURS):

Elective credit hour requirements will vary by pathway and by student's course selections. Students are encouraged to meet with their academic advisor to determine accurate elective credit hour requirements.

- ❑ Complete enough remaining upper-level electives (300-400 level) to reach 45 total credits, 6 of which must be outside the major (outside of ANT, COM, ECO, GEO, HTY, POS, PSY, SOC or SSC) (TBD based on concentration and course option choices)
- ❑ Complete enough remaining 100-level or higher general electives to reach 120 total credits (TBD based on concentration and course option choices)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Veterinary Technology

Admissions: 1-877-UMA-1234 ext. 3465 or (207) 621-3465
Advising Center: 1-877-UMA-1234 ext. 3149 or (207) 621-3149
Coordinator: Roger Barkman
Website: www.uma.edu/academics/programs/veterinary-technology/

Intro/Overview

The Bachelors of Science in Veterinary Technology provides technical training and experience for careers in the veterinary field as technicians. The curriculum provides specialized courses in animal care, handling, anatomy, physiology, and laboratory clinical work. The final semester of the program is spent in an externship. This field experience consists of seven weeks at a practicing veterinary facility, plus seven weeks at a laboratory facility or a second veterinary clinic. The program provides the opportunity for qualified high school graduates to prepare for a challenging and rewarding career in the field of veterinary technology. Graduates enjoy positions as veterinary or laboratory technicians in veterinary clinics, biological and medical research laboratories, commercial testing laboratories, or pharmaceutical and feed industries. Successful completion of this program enables the student to apply for the national examination required by the Maine Board of Veterinary Medicine to become a licensed veterinary technician.

Learning Outcomes

The faculty and staff are committed to fulfilling, developing and improving skills, tasks, and decision-making abilities in preparation for sitting for the veterinary technician national exam with the following curriculum goals and philosophies in mind:

- developing and improving office and hospital procedures, client relations and communication
- enhancing decision-making abilities to perform safe and effective administration and dispensing of pharmacological drugs and pharmacy related tasks and skills
- preparing students to demonstrate and perform assessment techniques in a variety of animal species
- preparing students to demonstrate and perform basic patient care, husbandry, dentistry, nutrition and therapeutic techniques appropriate in a variety of different species
- preparing students to safely and effectively manage patients in all phases of anesthetic procedures
- preparing students for safe and effective selection, utilization and maintenance of anesthetic delivery and monitoring instruments and equipment
- preparing students with the basic knowledge of routine surgical procedures
- preparing students to properly package, handle, and store specimens for laboratory analysis
- preparing students to properly carry out analysis of laboratory specimens
- preparing students to safely and effectively produce diagnostic radiographic and non-radiographic images
- preparing students to safely and effectively handle common laboratory animals used in animal research
- providing students with a means to understand an approach to providing safe and effective care for birds, reptiles, amphibians, guinea pigs, hamsters, gerbils and ferrets
- guiding students toward an understanding of how to carry out tasks, skills and decision-making abilities
- guiding students in following and upholding applicable laws and the veterinary technology profession's ethical codes in order to provide high quality care to patients
- providing students with the opportunity to explore the broad diversity of the profession and instilling in them a passion for lifelong learning

Accreditation

The Veterinary Technology Program is accredited by the American Veterinary Medical Association's Committee on Veterinary Technician Education and Activities.

Admissions Requirements (see UMA general requirements)

To be considered for admission to veterinary technology, all applicants must have the following (emphasis is placed on the science grades in admission decisions):

- a high school diploma or General Equivalency Diploma
- grades of "C" or better in algebra I, algebra II, biology with lab, and chemistry with lab
- demonstrated proficiency in reading, writing and mathematics

Pre-VET Program

Students who do not meet admission requirements or who wish to complete the General Education Requirements prior to enrolling in VTE course work are offered admission to the Pre-VTE track of the associate of arts in liberal studies degree. This allows students to enroll in a degree program, a requirement to qualify for financial aid, and to be assigned to a faculty advisor from the VTE program. Enrollment in the Pre-VTE program does not guarantee admission to the veterinary technology associate of science degree program.

Academic Progress:

Students enrolled in the Veterinary Technology Program are required to maintain a "C" (not C-) in all VTE, biology, and chemistry courses to remain in the program. An overall grade point average of 2.0 in other courses is required. Students who have been dismissed from the Veterinary Technology program twice will not be eligible for readmission to the Veterinary Technology program. Students may repeat a VTE course only once; those who fail to successfully complete the course the second time will be ineligible for readmission to the Veterinary Technology program. Students may elect to continue taking courses required in the program, for which they meet the prerequisites, as a pre-veterinary technology major. Students who elect to continue taking VTE courses as pre-veterinary technology majors, must maintain a grade of "C" (not C-) or higher in subsequent VTE courses or they may not be readmitted into the Veterinary Technology program. All accepted students must provide proof of rabies vaccine and proof of health insurance prior to registration. All course work must be completed prior to the student going on externship (VTE230).

Career Opportunities

UMA's Veterinary Technology program is one of two in the state of Maine and one of only 25 BS degrees in the whole country! This degree program prepares students for careers as veterinary technicians or laboratory animal technicians in a variety of settings. Along with basic, core education requirements, students in this program complete coursework in animal care and handling, anatomy and physiology, and clinical procedures and techniques. Field experience and laboratory experience provides Veterinary Technician students with a solid foundation in basic animal care and laboratory techniques. Upon successful completion of this program, students can apply for the required National Examination conducted by the Maine Board of Veterinary Medicine to become a licensed Veterinary Technician.

Transferable Skills & Competencies

Veterinary Technicians primarily function as professional technical support to veterinarians, biomedical researchers, and other scientists. Examples of the skills and responsibilities qualified veterinary technicians are educated to assume include:

Technical

- Taking x-rays
- Understanding veterinary terminology
- Providing animal care and handling
- Performing clinical laboratory procedures
- Understanding animal nutritional requirements
- Monitoring biological vital signs
- Calculating drug dosages
- Operating and maintaining diagnostic equipment

Organization/Administrative

- Maintaining medical records
- Inventory control
- Bookkeeping and practice management
- Admitting and discharging patients
- Compiling data
- Managing operating room and medical facilities

Medical

- Restraining animals of all species
- Maintaining and using medical equipment
- Placing intravenous catheters
- Maintaining fluid therapies
- Performing dental prophylaxis

- Preparing for surgery and assisting
- Monitoring (induction, maintenance) of anesthesia
- Administering vaccinations and medications

Communication

- Providing grief counseling for clients
- Writing business letters
- Developing client education handouts
- Explaining after-care and doctor's orders
- Handling phone contacts and making appointments
- Educating about animal care

Careers

Here is a list of some of the jobs past Veterinary Technology graduates have held. Some positions may require additional education or specialized knowledge:

Medical Services

- Veterinarian Technician
- Laboratory Animal Technician
- Wildlife Rehabilitation Medicine
- Technician in Exotic Animal Practice

Research & Education

- Biomedical Research Laboratories
- Commercial Testing Laboratories
- Pharmaceutical Research Firms
- Cooperative Extension (4H)
- Veterinary School/Technician Program Instructor*
- Veterinary Technician at a Veterinary College Hospital
- Nature Conservancy

Business

- Herd Health Manager
- Barn Manager, Equine Facility
- Horse Trainer
- Kennel Manager
- Pharmaceutical Sales
- Pet and Livestock Product Marketer
- Veterinary Medical Supply Company Rep.

Government/Non-profit

- Animal Control Officer
- Wildlife Biologist*
- Natural Resources Wildlife Technician
- State Dept. of Agriculture Representative
- Humane Society Director
- Police/Armed Services Dog Trainer
- Animal Shelter Staff Member
- Military Service

*Baccalaureate or graduate level study is generally required for these occupations.

VETERINARY TECHNOLOGY, BACHELOR OF SCIENCE

ADMISSIONS REQUIREMENTS:

- ❑ High School Diploma or General Equivalency Diploma (GED)/HiSET
- ❑ High School Biology with lab (grade of C or higher)
- ❑ High School Chemistry with Lab (grade of C or higher)
- ❑ MAT 030 Algebra I (grade of C or higher) **or** course waiver. ***High school algebra I & II and/or higher math strongly recommended.***
- ❑ ENG 100 Introduction to Academic Reading and Writing **or** course waiver
- ❑ Minimum G.P.A. of 2.5 or higher

Applicants who do not meet these requirements may qualify for admissions by completing comparable course work at UMA and will be admitted into the Pre-Veterinary Technology Track of the Liberal Studies Program. Enrollment in the Pre-Veterinary Technology track does not guarantee admissions to the Bachelor of Science, Veterinary Technology degree program.

BACHELOR'S DEGREE REQUIREMENTS:

- ❑ Minimum 121 Credit Hours
- ❑ Writing Intensive Course
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ 30 Credit Hours of Residency Courses
- ❑ 9 Credits of Upper-Level Major Residency Courses
- ❑ Minimum G.P.A. in the Major: 2.00
- ❑ 30 Credit Hours of Upper-Level (300-400) Course Work

(**Note**: The required general education courses are determined based on the date of admissions into the Bachelor of Arts in Liberal Studies, pre-vet tech track. The required courses for the major are determined based on the date of matriculation into the Bachelor of Science, Veterinary Technology degree program.)

- ❑ All students must complete an "Explanation of Options" form prior to registration

PROGRAM MAJOR REQUIREMENTS (88-91 CREDIT HOURS):

All BIO, CHY and VTE courses must be passed with a C, not C-, or higher.

- ❑ BIO 115 Mammalian Anatomy and Physiology I (4)
- ❑ BIO 116 Mammalian Anatomy and Physiology II (4)
- ❑ Complete one of the following courses (4):
  BIO 265 Veterinary Microbiology ***(preferred)***
  BIO 321 Microbiology
- ❑ CHY 108 Allied Heath Chemistry (4)
- ❑ VTE 100 Introduction to Veterinary Technology (3)
- ❑ VTE 113 Small Animal Care and Handling (3)
- ❑ VTE 113 Small Animal Care and Handling Lab (1)
- ❑ VTE 115 Veterinary technical Student Internship (2)
- ❑ VTE 116 Dentistry for Veterinary Technicians (3)
- ❑ VTE 116L Dentistry for Veterinary Technicians Lab (1)
- ❑ VTE 123 Clinical Laboratory Methods (3)
- ❑ VTE 123L Clinical Laboratory Methods Lab (1)
- ❑ VTE 128 Radiology (2)
- ❑ VTE 128L Radiology Lab (1)
- ❑ VTE 216 Animal Nutrition (3)
- ❑ VTE 219 Animal Disease (3)
- ❑ VTE 223 Pharmacology (4)
- ❑ VTE 224 Surgical Nursing & Anesthesiology I (3)
- ❑ VTE 224L Surgical Nursing & Anesthesiology I Lab (1)
- ❑ VTE 314 Large Animal Care and Handling (3)

- ❑ VTE 314L Large Animal Care and Handling Lab (1)
- ❑ VTE 325 Surgical Nursing & Anesthesiology II (3)
- ❑ VTE 325L Surgical Nursing & Anesthesiology II Lab (1)
- ❑ VTE 330 Practicum in Veterinary Technology (15)

Complete one of the following concentration (15-18):

Biology Concentration:

- ❑ BIO 320 Applied Genetics (3)
- ❑ BIO 321 Microbiology (4)
- ❑ BIO 324 Cell Biology (3)
- ❑ BIO 440 Immunology (3)
- ❑ Complete one upper-level (300-400) Biology electives (3)

Business Concentration:

- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 361 Human Resource Management (3)
- ❑ BUA 365 Organizational Behavior (3)
- ❑ BUA 369 Marketing (3)
- ❑ Students are also required to take ECO 201 or ECO 202, which can be used toward a social science requirement.

Small Business Concentration:

- ❑ BUA 100 Introduction to Business (3)
- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ BUA 223 Principles of Management (3)
- ❑ BUA 259w Strategic Management for the Small Business (3)
- ❑ Complete one of the following courses (3):
  BUA 357 Business Finance
  BUA 387 Fraud Examination
- ❑ Students are also required to take ECO 201 or ECO 202, which can be used toward a social science requirement.

OTHER PROGRAM REQUIREMENTS (30 CREDIT HOURS):

- ❑ Complete one of the following Communications electives (3) ★:
  COM 101 Public Speaking
  COM 102 Interpersonal Communications
- ❑ CIS 100 Introduction to Computer Applications (3) ★
- ❑ ENG 101 College Writing (3) ★
- ❑ ENG 317W Professional Writing (3) ★
- ❑ Complete one of the following Fine Arts electives (3) ★
  ART 1xx any 100-level Art course
  DRA xxx any Drama course
  ENG 351 Creative Writing I
  ENG 452 Creative Writing II
  MUH 1xx any 100-level Music History course
  MUS 1xx any 100-level Music course

- ❑ Complete two of the following Humanities electives (6) ★:
  AME xxx any American Studies course
  ARH 105 History of Art & Architecture I
  ARH 106 History of Art & Architecture II
  DRA xxx any Drama course
  ENG xxx any English course (except ENG 101 or 317w)
  FRE xxx any French course
  HGH xxx any Holocaust, Human Rights & Genocide course
  HTY xxx any History course
  HUM xxx any Humanities course
  MUH xxx any Music History course
  PHI xxx any Philosophy course (except PHI 135 or 335)
  SPA xxx any Spanish course
  WGS xxx any Women and Gender Studies course
- ❑ MAT 111 Algebra II (3) ★ must be passed with a "C" or better
- ❑ Complete two of the following Social Science electives (6) ★:
  ANT 1xx any 100-level Anthropology course
  ECO 1xx any 100-level Economics course
  ECO 201 Macroeconomics
  ECO 202 Microeconomics
  JUS 1xx any 100-level Justice Studies course
  POS 1xx any 100-level Political Science course
  PSY 1xx any 100-level Psychology course
  SOC 1xx any 100-level Sociology course
  SSC 1xx any 100-level Social Science course

GENERAL ELECTIVES (3 CREDIT HOURS):

- ❑ Complete 3 credits to reach the 121 credit requirement; depending on the courses taken to meet other areas, students may need to select an upper-level (300-400) elective, while others may take any 100-level or higher course. (3)

GENERAL EDUCATION:

It is the intention of the University of Maine at Augusta that every degree graduate will be prepared to function in our society as an effective and informed citizen. To this end, the faculty has designed a set of minimum expectations that students are expected to satisfy. The aspirations are defined by core skills, competencies, and abilities as well as knowledge based learning experiences that are the grounds for the General Education Requirements.

Courses notated by a ★ symbol represent a select minimum of courses within this major that satisfy the UMA general education requirements.

Accounting Minor

Coordinator: Thomas Giordano (207) 621-3557 giordano@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ BUA 211 Accounting for Management Decisions (3)
- ❑ Complete four accounting electives, must be 200-level or higher (12) ***Students can select any accounting courses for a concentration in TAX, COST, or MANAGERIAL ACCOUNTING.***

Addiction Studies Minor

Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ HUS 101 Introduction to Human Services (3)
- ❑ HUS 125 Chemical Dependency (3)
- ❑ HUS 326 Chemical Dependency Counseling (3)
- ❑ HUS 331 Substance Abuse Counseling for Special Populations (3)
- ❑ HUS/SSC 332 Addiction and the Family (3)
- ❑ Complete one of the following courses (3):

  HUS 232 Crisis Counseling
  HUS 233 Sexual Abuse and Trauma
  HUS/SSC 318 Adolescence, Substance Abuse, and Criminality
  HUS 330 Interviewing and Counseling

Advocacy Minor

Coordinator: Mary Louis Davitt (207) 262-7974 mldavitt@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ JUS 105 Legal Research and Materials (3)
- ❑ JUS 390 Advocacy (3)
- ❑ JUS/SSC 450 Conflict Resolution (3)
- ❑ COM/PSY 205 Forms of Social Influence (3)
- ❑ Complete two of the following courses (6):

  IND 494 Independent Study: Internship/Field Experience
  JUS 216 Litigation
  JUS 222 Family Law
  JUS 271W Due Process in Criminal Justice
  JUS 302 Juvenile Justice Systems
  JUS 305 Women in Criminal Justice
  JUS 307 Violence in the Family
  COM 305 Argumentation and Debate
  POS 102 Introduction to Politics & Government
  POS 234 American State & Local Government
  POS 383 Survey of Constitutional Law
  POS 405 Administrative Law
  PSY/SOC 361 Advanced Social Psychology
  HUS 224 Fundamentals of Community Practice & Involvement

American Studies Minor

Coordinator: Ellen Taylor (207) 621-3114 ellen.taylor@maine.edu

Interested in how our history and culture tie together to influence the music we listen to, the TV we watch, the media we read, the websites we visit, and the candidates we vote for? Drawing from several of UMA's academic programs, our minor in American Studies examines these fascinating issues, in order for us to better understand who we are as Americans.

American Studies is a critical, interdisciplinary, comparative, intersectional field that gives students a solid foundation of knowledge about American history and culture and provides students with an opportunity to shape their own curriculum for a deeper understanding of identity, culture, and power in the United States.

American Studies is critical: In AME we ask questions about why U.S. culture, society, and institutions are the way they are, how they came to be that way, and how they may need to change.

American Studies is interdisciplinary: AME is both between and among the disciplines. We use the disciplinary tools, and interdisciplinary tools, that best suit our object and purpose of study. To fully understand American popular culture, for example, we need to engage in textual analyses (English). We need to look at events (History), and institutions (Political Science and Economics) that help shape culture. And we need to understand the development of ideas (Philosophy) and creative expression (Art and Music).

American Studies is comparative: "America" is a couple of continents, not a country, and "America" is spread throughout the world. We seek to understand "America" in all of its dimensions.

American Studies is intersectional: AME considers identity, culture, and power; race, class, gender, sexuality, and citizenship; systems and structures; foundations and innovations; transformation and empowerment.

American Studies complements many fields and majors, providing a critical lens for interpretation and application of ideas in fields from Art or English to Justice Studies or Mental Health and Human Services. The minor provides a wide cultural lens and myriad tools for understanding social problems, institutional structures, and bodies of knowledge.

PREREQUISITE:

- ❑ ENG 101 College Writing

To assure success, students should fulfill the prerequisite course before the requirements.

MINOR REQUIREMENTS (21 CREDIT HOURS):

- ❑ AME 201W Introduction to American Studies (3)
- ❑ Complete one of the following courses (3):
  AME 494 Independent Study in American Studies
  AME 496 Internship in American Studies
- ❑ Complete one of the following courses (3):
  AME/SOC 302 Social Movements
  AME/WGS 304: Girls on Fire: Feminism, Activism, and the Future
  AME/WGS 305 Race, Class, Gender, & Sexuality in American Culture
  AME 389 Topics in American Studies
  AME/ENG 418 Cultural Criticism and Theory: The Arts of Social Change
- ❑ Complete one of the following Arts & Technology electives (3):
  AME/MUS 303 Hip Hop: Art, Culture, and Politics
  ARH 345 American Art and Architecture
  CIS 460 Computers & Culture
  DRA 265 American Movie
  DRA 333 Gender, Race & the Frontier in Western Film
  MUH 103 Music of the United States
  MUH 117 The Dream Machine, A History of Rock & Roll
- ❑ Complete one of the following Literature, History & Culture electives (3):
  ENG 250W Survey of American Literature I: The Colonial Era to the Civil War
  ENG 251W Survey of American Literature II: Post-Civil War to Contemporary
  ENG 347W American Short Story
  ENG 390W Rise of Realism
  ENG 451W 20th Century American Fiction

ENG 454W American Novel
HTY 103 United States History I
HTY 104 United States History II
HTY 310 History of Maine
HTY 331 History of the American Worker
HTY 359 U.S. History Since World War II
HTY 457 Civil War and Reconstruction
PHI 350 American Philosophy

- ❑ Complete one of the following Social Justice & American Diversity electives (3):
  ENG 305W Irish American Literature
  ENG 331W African American Literature
  ENG 335W Native American Literature
  ENG 375 Contemporary Latin American Literature
  HTY 321 The Immigrant in American History
  HTY 341 History of American Slavery
  HUM 121 Native American Cultures I
  HUM 122 Native American Cultures II
  HUM/WGS 310W Lesbian, Gay, Bisexual, & Transgender Studies
  HUM 350 Franco-American Studies
  JUS 305 Women in Crime
  PHI 336 Philosophy of Feminism
  SOC 340 Sociology of Minorities
  WGS 101W Intro to Women's Studies
  WGS 301 Feminist Theory
- ❑ Complete one of the following Law, Politics & the State electives (3):
  ECO 310 Money and Banking
  JUS 103 Foundations in Criminal Justice
  POS 101 American Government
  POS 234 American State and Local Government
  POS 358 Public Opinion and Survey Research

Art — Minor

Coordinator: Robert Katz (207) 621-3248 rkatz@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ Complete any ARH Art History course (3)
- ❑ Complete two-three 100- or 200-level ART courses (6-9) ***students may not take both ART 100 and ART 109***
- ❑ Complete two-three upper-level (300-400 level) ART/ARH courses, with no more than 3 credits as ARH (6-9)

Behavioral Science — Minor

Coordinator: Lorien Lake-Corral (207) 621-3481 lorien.lakecorral@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ Complete one of the following courses (3):
  ANT 101 Introduction to Anthropology
  ANT 102 Cultural Anthropology
- ❑ PSY 100 Introduction to Psychology (3)
- ❑ SOC 101 Introduction to Sociology (3)
- ❑ Complete three upper-level (300-400) Behavioral Science (ANT/PSY/SOC) electives, from at least two different disciplines (9)

Biology — Minor

Coordinator: Susan Baker (207) 621-3285 sbak@maine.edu

MINOR REQUIREMENTS (19 CREDIT HOURS):

- ❑ BIO 110 Introduction to Biology (3)
- ❑ Complete any 300-400 level Biology course (3-4)
- ❑ Complete any 200-level or higher Biology laboratory course (4)
- ❑ Complete any two Biology electives (6-8)
- ❑ Complete any Biology of Chemistry course (3-4)

Business Administration — Minor

Coordinator: Thomas Giordano (207) 621-3557 giordano@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ BUA/POS 223 Principles of Management (3)
- ❑ BUA 369 Principles of Marketing (3)
- ❑ Complete two of the following courses (6):
  BUA 230 Business Law
  BUA 303 Management Information Systems
  BUA 357 Business Finance
  BUA/POS 361 Human Resource Management
  BUA/POS 362 Labor-Management Relations
  BUA/POS 365 Organizational Behavior
- ❑ Complete one of the following courses (3):
  ECO 100 Introduction to Economics
  ECO 201 Macroeconomics
  ECO 202 Microeconomics

Computer Information Systems — Minor

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

To assure success, students should fulfill the prerequisite course(s) before the requirements.

- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ CIS 110 Programming Fundamentals (3)
- ❑ CIS 131 Web Applications (3)
- ❑ CIS 240 Networking Concepts (3) ***prerequisite: CIS 101 or permission of instructor***
- ❑ CIS 330 Systems Analysis (3) ***prerequisite: BUA/CIS 303***
- ❑ CIS 460 Computers and Cultures (3) ***prerequisite: completion of 36 credit hours***

Computer Networking Minor

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

To assure success, students should fulfill the prerequisite course(s) before the requirements.

- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ CIS 240 Networking Concepts (3) ***prerequisite: CIS 101 or permission of instructor***
- ❑ CIS 241 Routing and Switching (3) ***prerequisite: CIS 240***
- ❑ CIS 340 Scaling Networks (3) ***prerequisite: CIS 241***
- ❑ CIS 348 Connecting Networks (3) ***prerequisite: CIS 340***
- ❑ CIS 440 Network Security (3) ***prerequisite: CIS 240 or permission of instructor***

Cyber Forensics Minor

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

To assure success, students should fulfill the prerequisite course(s) before the requirements.

- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ ISS 210 Introduction to Information Systems Security (3) ***prerequisite: CIS 101***
- ❑ ISS 232 Introduction to Cyber Forensics (3) ***prerequisite: ISS 210***
- ❑ ISS 332 System Forensics I (3) ***prerequisite: ISS 232***
- ❑ ISS 432 System Forensics II (3) ***prerequisite: ISS 332***
- ❑ ISS 434 Mobile Forensics (3) ***prerequisite: ISS 232***

Cyber Security Minor

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

To assure success, students should fulfill the prerequisite course(s) before the requirements.

- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ CIS 240 Networking Concepts (3) ***prerequisite: CIS 101 or permission of instructor***
- ❑ ISS 210 Introduction to Information Systems Security (3) ***prerequisite: CIS 101***
- ❑ ISS 220 Security Risk Management and Policy (3) ***prerequisite: ISS 210 or concurrent enrollment***
- ❑ ISS 410 Cyber Security I (3) ***prerequisite: ISS 210 and CIS 240***
- ❑ ISS 470 Information Systems Security Management (3) ***prerequisite: ISS 220 & 410***

Early Childhood Education (Birth-5) Minor

Coordinator: Cynthia Dean (207) 621-3192 cynthia.dean@maine.edu

See program completion guides for sequencing of courses.

MINOR REQUIREMENTS (37 CREDIT HOURS):

- ❑ EDU 100 Introduction to Teacher Education at UMA (1) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 250 Foundations of Education (3) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 251 The Teaching Process (3) *prerequisite for upper-level methods and admittance to candidacy.*
- ❑ **Application to candidacy**
- ❑ EDU/HUS 160 Perspectives on Infants, Toddlers and Young Children (3)
- ❑ EDU 261 Early Childhood Curriculum: Early Learning Environments (3)
- ❑ EDU 327 Mathematics for the Young Child (3)
- ❑ EDU 329 Science and the Project Approach for the Young Child (3)
- ❑ EDU/HUS 352 Interventions for Families with Children (3)
- ❑ EDU 362 Language and Literacy in Early Childhood (3)
- ❑ EDU 363 Young Children with Special Needs (3)
- ❑ EDU/ENG 366 Children's and Young Adult Literature (3)
- ❑ PSY 302 Psychology of Childhood (3)
- ❑ Complete one of the following courses (3):
  EDU/HUS 325 Social Studies and the Project Approach
  EDU/HUS 328 Creative Development and Art for Young Children

ADDITIONAL REQUIREMENTS:

- ❑ Complete any English course (3)
- ❑ Complete any Mathematics course (3)
- ❑ Complete any Science course (3)
- ❑ Complete any Social Studies course (anthropology, geography, history or political science) (3)

- ❑ **Licensure assessments needed for certification: Praxis Core Academic Skills for Educators, Praxis II**
- ❑ **Criminal History Record Check** – completed through MDOE certification office – (**must be completed before upper level methods**)

Early Childhood Services Minor

Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ EDU 261 Early Childhood Curriculum: Early Learning Environments (3)
- ❑ HUS 160 Perspectives on Infants, Toddlers and Young Children (3)
- ❑ HUS 220 Child Mental Health (3)
- ❑ HUS 323 Infant Mental Health (3)
- ❑ Complete one of the following courses (3):
  EDU 363 Young Children with Special Needs
  HUS/PSY 306 Behavior Modification
  PSY 302 Psychology of Childhood
  PSY 345 Problems and Interventions in Childhood
- ❑ Complete one of the following courses (3):
  HUS 263 Family Interactions
  HUS 352 Interventions for Families with Children
  SOC 360 Sociology of the Family

Early Elementary Education (K-3) Minor

Coordinator: Cynthia Dean (207) 621-3192 cynthia.dean@maine.edu

See program completion guides for sequencing of courses.

UMA EDUCATION DEPARTMENT REQUIREMENTS FOR STUDENT TEACHING:

- ❑ Minimum 2.5 GPA overall
- ❑ Minimum 3.0 GPA in education classes

MINOR REQUIREMENTS (47 CREDIT HOURS):

- ❑ EDU 100 Introduction to Teacher Education at UMA (1) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 250 Foundations of Education (3) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 251 The Teaching Process (3) *prerequisite for upper-level methods and admittance to candidacy.*
- ❑ **Application to candidacy**
- ❑ EDU 362 Language and Literacy in Early Childhood (3)
- ❑ EDU 327 Mathematics for the Young Child (3)
- ❑ EDU 329 Science and the Project Approach for the Young Child (3)
- ❑ EDU 325 Social Studies and the Project Approach (3)
- ❑ EDU/ENG 366 Children's and Young Adult Literature (3)
- ❑ EDU 387 Teaching the Exceptional Child in the Regular Classroom (3)
- ❑ Complete two of the following (6):
  EDU/HUS 160 Perspectives on Infants, Toddlers and Young Children
  EDU 261 Early Childhood Curriculum: Early Learning Environments
  EDU/HUS 352 Interventions for Families with Children
  EDU/HUS 328 Creative Development and Art for Young Children
- ❑ EDU 395 Field Experience (4) *Prerequisites: In addition to EDU 250 & 251, passing scores on the Praxis Core*
- ❑ EDU 399 Student Teaching Seminar (3) *taken concurrently with EDU 492*
- ❑ EDU 492 Student Teaching Early Elementary Education (9) ***application required for enrollment***

ADDITIONAL REQUIREMENTS:

General education courses needed for certification:

- ❑ Complete any two English courses (6)
- ❑ Complete any two Mathematics courses (6) ***MAT 130 & 131 recommended***
- ❑ Complete any two Science courses (6)
- ❑ Complete any two Social Studies courses (anthropology, geography, history or political science) (6)

- ❑ **Licensure assessments needed for certification: Praxis Core Academic Skills for Educators, Praxis II, Principles of Learning and Teaching**
- ❑ **Criminal History Record Check** – completed through MDOE certification office – (**must be completed before upper level methods**)

Elementary Education (K-8) Minor

Coordinator: Cynthia Dean (207) 621-3192 cynthia.dean@maine.edu

See program completion guides for sequencing of courses.

MINOR REQUIREMENTS (44 CREDIT HOURS):

- ❑ EDU 100 Introduction to Teacher Education at UMA (1) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 250 Foundations of Education (3) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 251 The Teaching Process (3) *prerequisite for upper-level methods and admittance to candidacy.*
- ❑ **Application to candidacy**
- ❑ EDU 341 Teaching Writing in Grades K-8 (3)
- ❑ EDU 351 Teaching Reading in the Elementary School (3)
- ❑ EDU 387 Teaching the Exceptional Child in the Regular Classroom (3)
- ❑ EDU 361 Teaching Science in Elementary School (3)
- ❑ EDU 371 Teaching Social Studies in Elementary School (3)
- ❑ EDU 381 Teaching Mathematics in Elementary School (3)
- ❑ EDU/ENG 366 Children's and Young Adult Literature (3)
- ❑ EDU 395 Field Experience (4) *Prerequisites: In addition to EDU 250 & 251, passing scores on the Praxis Core*
- ❑ EDU 495 Student Teaching (via UMPI) (12)

ADDITIONAL REQUIREMENTS:

General education courses needed for certification:

- ❑ Complete any two English courses (6)
- ❑ Complete any two Mathematics courses (6) ***MAT 130 & 131 recommended***
- ❑ Complete any two Science courses (6)
- ❑ Complete any two Social Studies courses (anthropology, geography, history or political science) (6)

- ❑ **Licensure assessments needed for certification: Praxis Core Academic Skills for Educators, Praxis II, Principles of Learning and Teaching**
- ❑ **Criminal History Record Check** – completed through MDOE certification office – (**must be completed before upper level methods**)

English Minor

Coordinator: Ellen Taylor (207) 621-3114 ellen.taylor@maine.edu

PREREQUISITES:

To assure success, students should fulfill the prerequisite courses before the requirements.

- ❑ ENG 101 College Writing
- ❑ ENG 102W Introduction to Literature

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ Complete one of the following British Literature Survey courses (3):
  ENG 202W Survey of British Literature I: Beowulf to the Romantics
  ENG 203W Survey of British Literature II: Romantics to the 21st Century
- ❑ Complete one of the following American Literature Survey courses (3):
  ENG 250W Survey of American Literature I: The Colonial Era to the Civil War
  ENG 251W Survey of American Literature II: Post-Civil War to Contemporary
- ❑ ENG 300W Introduction to Literature Criticism and Theory (3)
- ❑ Complete one of the following Cultural Diversity electives (3):
  ENG 305W Irish-American Literature
  ENG 331W African American Literature
  ENG 335W Native American Literature
  ENG 340 Francophone Literature
  ENG 350W Women Writers
  ENG 375W Contemporary Latin American Literature
  ENG 458 Race and Ethnicity in American Culture
  ENG 470W Literature of the Holocaust
  ENG 475W Postcolonial Fiction
  ENG 3xx or 4xx any 300-400 level European Literature course
- ❑ Complete two upper-level (300-400) level English electives (6)

Financial Services Minor

Coordinator: Thomas Giordano (207) 621- 3557 giordano@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ BUA 211 Accounting for Management Decisions (3)
- ❑ BUA 151 Personal Financial Planning (3)
- ❑ Complete one of the following courses (3):
  BUA 215 Principles of Banking
  BUA 310 Money and Banking
- ❑ Complete two of the following courses (6):
  BUA 210 Fundamental of Life and Health Insurance
  BUA 222 Fundamentals of Property and Casualty Insurance
  BUA 253 Principles of Investments

Fraud Examination — Minor

Coordinators: (BUA) Thomas Giordano (207) 621-3557 giordano@maine.edu
(JUS) Mary Louis Davitt (207) 262-7974 mldavitt@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ BUA 387 Fraud Examination (3)
- ❑ BUA 487 Advanced Fraud Examination (3)
- ❑ JUS 200 Principles of Investigation (3)
- ❑ JUS 250 Consumer Fraud and White Collar Crime (3)
- ❑ JUS 341 Law of Criminal Evidence (3)

French: Language & Culture Track — Minor

Coordinator: Ellen Taylor (207) 621-3114 ellen.taylor@maine.edu

MINOR REQUIREMENTS (20 CREDIT HOURS):

- ❑ FRE 101 Introduction to French I (4)
- ❑ FRE 102 Introduction to French II (4)
- ❑ FRE 203 Intermediate French I (4)
- ❑ Complete two of the following (6-7):
  FRE 204 Intermediate French II (4)
  ENG 340 Francophone Literature (3)
  HUM 350W Franco-Americans: Cultural Identity in Context (3)
  FRE 394 Independent Study (with possible short-term trip, service learning project, or research project on French language or some aspect of Francophone culture) (3)
- ❑ Complete one or two of the following to reach 20 total credit hours (1-2):
  FRE 103 Basic French Conversation: Beginners and Beyond (1)
  FRE 201 Intermediate French Immersion Travel Course: Quebec weekend (1) ***Contact the instructor for availability and specific dates for travel***
  FRE 202 Intermediate French Immersion Travel course: Blueberry Cove by the Sea (1) ***Contact the instructor for availability and specific dates for travel***

ADVISING NOTES:

- Other courses available on other UMS campuses could be considered as electives. Approval of the advisor and the relevant dean is required.

French: Language Track — Minor

Coordinator: Ellen Taylor (207) 621-3114 ellen.taylor@maine.edu

MINOR REQUIREMENTS (21 CREDIT HOURS):

- ❑ FRE 102 Introduction to French II (4)
- ❑ FRE 203 Intermediate French I (4)
- ❑ FRE 204 Intermediate French II (4)
- ❑ FRE 305 Language and Culture of the Francophone World I (4)
- ❑ FRE 306 Language and Culture of the Francophone World II (4)
- ❑ Complete one of the following courses (1):
  - *FRE 103 Basic French Conversation: Beginners and Beyond (1)*
  - *FRE 201 Intermediate French Immersion Travel Course: Quebec weekend (1)* ***Contact the instructor for availability and specific dates for travel***
  - *FRE 202 Intermediate French Immersion Travel course: Blueberry Cove by the Sea (1)* ***Contact the instructor for availability and specific dates for travel***

ADVISING NOTES:

- Other courses available on other UMS campuses could be considered as electives. Approval of the advisor and the relevant dean is required.

Geriatric Human Services — Minor

Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ HUS 101 Introduction to Human Services (3)
- ❑ HUS 240 Social Services for the Elderly (3)
- ❑ HUS 308 Assessment and Planning (3)
- ❑ HUS 350 Mental Health and Aging (3)
- ❑ SOC 319 Social Gerontology (3)
- ❑ SSC 362 Death and Dying (3)

Note: minimum GPA of 2.00 required in the minor

Grief, Loss & Trauma — Minor

Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ HUS 232 Crisis Counseling (3)
- ❑ HUS 233 Sexual Abuse and Trauma (3)
- ❑ HUS 330 Interviewing and Counseling (3)
- ❑ HUS 366 Grief Counseling (3)
- ❑ SSC 362 Death and Dying (3)
- ❑ Complete one of the following courses (3):
  - *PSY 342 The Psychology of Genocide Survival*
  - *HUS/JUS/SSC 364 Human Rights Violation: Torture and Trauma*

History Minor

Coordinator: Ellen Taylor (207) 621-3114 ellen.taylor@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ Complete one of the following History sequences (6):
  - HTY 103 & 104 United States History I & II
  - HTY 105 & 106 World Civilizations I & II
- ❑ Complete four of the following courses (12):

  HTY 321 The Immigrant in American History
  HTY 331 History of the American Worker
  HTY 341 History of American Slavery
  HTY 350 Twentieth Century World History
  HTY 359 U.S. History Since WW II
  HTY 360 History of International Relations
  HTY 371 History of Modern China
  HTY 289 Topics in History
  HTY 389 Topics in History
  HTY 489 Topics in History
  HTY 3xx any 300-level history elective
  HTY 4xx any 400-level history elective

Holocaust, Genocide & Human Rights Studies Minor

Coordinator: Ellen Taylor (207) 621-3114 ellen.taylor@maine.edu

Intro/Overview

An interdisciplinary program which integrates scholarship and practice, the HGHRS minor encourages students to examine genocide and human rights within their historical and cultural contexts, to understand the causes of genocide, and to consider how to create an environment of tolerance in their world.

The program draws upon the resources of and collaborates with other academic institutions, the Holocaust and Human Rights Center of Maine, community and human rights groups, and state and local government.

Program requirements are nine credits of foundations courses, including a service learning cou4rse or internship, and nine credits of electives.

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ HGH 301 The Holocaust – from Prejudice to Genocide (3)
- ❑ HGH 367 Genocide in Our Time (3)
- ❑ HON 330 Service Learning Project/Internship in HGHRS (3)
- ❑ Complete three electives from the following lists, from two different disciplines (9):
  - Arts & Humanities:
    ENG 331W African-American Literature
    ENG 375W Contemporary Latin-American Literature
    ENG 470 Literature of the Holocaust
    HTY 341 History of American Slavery
    HUM 122 Native American Cultures
    HUM/WGS 310 Intro to Lesbian, Gay, Bisexual, and Transgendered Studies
    HUM 350W Franco-Americans-Cultural Identity in Context
    PHI 351 Biomedical Ethics
    WGS 101W Introduction to Women's Studies
  - Social Sciences:
    HUS/JUS/SSC 364 Human Rights Violation: Torture and Trauma
    PSY 342 Psychology of Genocide Survival
    PSY 415 Cross-Cultural Psychology
    SSC 450 Conflict Resolution
    SOC 201 Social Problems
    SOC 340 Sociology of Minorities

ADVISING NOTES:

- Other courses with a focus in the Holocaust, genocide, or human rights will be considered as electives. Approval of the advisor and the relevant dean is required.

Human Resource Management — Minor

Coordinator: Thomas Giordano (207) 621-3557 giordano@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA/POS 223 Principles of Management (3)
- ❑ BUA/POS 361 Human Resource Management (3)
- ❑ BUA/POS 362 Labor-Management Relations (3)
- ❑ BUA/POS 365 Organizational Behavior (3)
- ❑ Complete one of the following courses (3):
  PHI 250 Ethics
  PHI/BUA 252 Business Ethics
- ❑ Complete one of the following courses (3):
  BUA/CIS 303 Management Information Systems
  COM 104 Communication in Groups and Organizations
  ENG 317W Professional Writing

Human Services — Minor

Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ HUS 101 Introduction to Human Services (3)
- ❑ HUS 125 Chemical Dependency (3)
- ❑ HUS 212 Case Management (3)
- ❑ HUS 224 Fundamentals of Community Practice & Involvement (3)
- ❑ HUS 316 Applied Professional Ethics for Human Services (3)
- ❑ HUS 352 Interventions for Families with Children (3)

Information & Library Science — Minor

Coordinator: Jodi Williams (207) 621-3341 jodi.williams@maine.edu

MINOR REQUIREMENTS (22 CREDIT HOURS):

- ❑ ILS 100 Introduction to Libraries & Library Careers (3)
- ❑ ILS 101 Foundations of Information & Library Science (3)
- ❑ ILS 109 Information Literacy (1)
- ❑ ILS 150 Introduction to Reference Services & Materials (3)
- ❑ ILS 175 Cataloging and Technical Processes (3)
- ❑ ILS 225 Introduction to Library Information Technology (3)
- ❑ ILS 250 Collection Development (3)
- ❑ Complete one of the following courses (3):
  ILS 306 Librarian as Teacher
  ILS 325 Digital Library Technology and Services
  ILS 350 Advanced Librarianship
  ILS 365 Web Page Design
  ILS 385 Media and Local Production
  ILS 441 Information Brokering and other Entrepreneurial Options for Library/Media Professionals
  ILS 442 Library Management

Justice Studies — Minor

Coordinator: Mary Louis Davitt (207) 262-7974 mldavitt@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ JUS 103 Foundations of Criminal Justice (3)
- ❑ JUS 271W Due Process in Criminal Justice (3)
- ❑ Complete any Justice Studies elective (3)
- ❑ Complete three upper-level (300-400) Justice Studies electives (9)

Note: minimum GPA of 2.00 required in the minor.

Mathematics — Minor

Coordinator: (Bangor) Anne Blanke (207) 262-7890 ablanke@maine.edu
(Augusta) Lester French (207) 621-3093 lfrenc61@maine.edu

Intro/Overview

The University of Maine at Augusta offers Bachelor and Associate degree programs, along with certificate programs. The Mathematics Department's primary goal is to provide courses that incorporate the university's core quantitative requirements while providing students with the necessary mathematical background and skills required for each program. Courses designed for high school teachers of mathematics are also available, and new courses for math teachers continue to be developed.

MINOR REQUIREMENTS (19 CREDIT HOURS):

- ❑ MAT 112 College Algebra (3)
- ❑ MAT 124 Pre-Calculus (3)
- ❑ MAT 125 Calculus I (4)
- ❑ Complete three math courses numbered higher than MAT 125 (9)

Music Minor

Coordinator: Anita Jerosch anitaannjerosch@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ Complete one of the following (2-3)
  MUH 131 Survey of Jazz & Popular Music (2)
  MUH 333 History and Literature of Music I (3)
- ❑ MUS 101 Music Theory and Practice I (4)
- ❑ MUS 141 Applied Music: Major Instrument or Voice (2)
- ❑ MUS 142 Applied Music: Major Instrument or Voice (2)
- ❑ MUS 151 Freshman Ensemble I (1)
- ❑ MUS 152 Freshman Ensemble II (1)
- ❑ Complete one of the following (3):
  MUH 103 Music of the United States
  MUH 117 Dream Machine: A History of Rock and Roll
  MUH 118 Golden Age of Country Music
  MUH 124 Music of the Twentieth Century
  MUH 160 World Music
  MUH 190 Women in Western Music
  MUS 225 The Mysterious Power of Music
- ❑ Complete 3-4 credits of music electives to reach 18 credit hours (3-4)

Prerequisites: MUS 101 requires an understanding of the fundamental elements of music theory and as such, a placement test is offered to allow students to test into MUS 101. Alternatively, students could use 2 of their elective credits to complete MUS 122 Fundamentals of Music.

Music Business Minor

Coordinator: Anita Jerosch anitannjerosch@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ MUS 151 Freshman Ensemble Sequence I (1)
- ❑ MUS 152 Freshman Ensemble Sequence II (1)
- ❑ MUS 270 Music Business (3) ***prerequisite: MUS 132 or permission***
- ❑ MUS 495 Internship in Music Business (4) ***prerequisite: MUS 270***
- ❑ BUA 100 Introduction to Business (3)
- ❑ Complete two of the following courses, or up to 6 credits (6):
  BUA 241Marketing for the Small Business (1.5)
  BUA 242 Finance and Control for the Small Business (1.5) ***prerequisite: BUA 101 or permission (BUA 101 prerequisite MAT 30 or waiver)***
  BUA 230 Business Law (3)
  BUA/CIS 303 Business Management Systems (3) ***prerequisite: CIS 100, 101, or 135 and BUA 223***
  BUA 357 Business Finance (3) ***prerequisite: ECO 201 or 202, and BUA 211 or permission (BUA 211 prerequisite BUA 101 or permission)***
  BUA/POS 365 Organizational Behavior (3) ***prerequisite: BUA 223***

Natural Sciences — Minor

Coordinator: Susan Baker (207) 621-3285 sbak@maine.edu

MINOR REQUIREMENTS (20 CREDIT HOURS):

- ❑ Complete any Chemistry, Geology, Physics or Science course with a lab (4)
- ❑ Complete any Chemistry, Geology, Physics or Science course (3)
- ❑ Complete any Biology course with a lab (4)
- ❑ Complete any Biology course (3)
- ❑ Complete any two science courses (6-8)

Note: At least one of the courses used to fulfill the requirements above must be at the 300-400 level.

Philosophy — Minor

Coordinator: Ellen Taylor (207) 621-3114 ellen.taylor@maine.edu

- ❑ PHI 103 Introduction to Philosophy (3)
- ❑ Complete one of the following courses (3):
  PHI 250 Ethics
  PHI 252 Business Ethics
  PHI 351 Biomedical Ethics
- ❑ Complete four of the following courses (12):
  PHI 336 Philosophy of Feminism
  PHI 340 Philosophy of Education: Western Perspectives and Theories
  PHI 350 American Philosophy
  PHI 362 Aesthetics
  PHI 370 East Asian Philosophy
  PHI 3xx any 300-level Philosophy course
  PHI 4xx any 400-level Philosophy course

Photography — Minor

Coordinator: Robert Katz (207) 621-3248 rkatz@maine.edu

MINOR REQUIREMENTS (21 CREDIT HOURS):

- ❑ ARH 205 History of Photography I (3)
- ❑ Complete any 200-level Art History course (3)
- ❑ ART 140 Introduction to Digital Imaging (3)
- ❑ ART 235 Photography I (3)
- ❑ ART 302 Electronic Arts II (3)
- ❑ ART 335 Photography II (3)
- ❑ Complete any Art course (3)

Psychology Minor

Coordinator: Lorien Lake-Corral (207) 621-3481 lorien.lakecorral@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ PSY 100 Introduction to Psychology (3)
- ❑ PSY 308 Human Development (3)
- ❑ PSY 400 Abnormal Psychology (3)
- ❑ Complete three Psychology electives, independent study courses are encouraged (9)

Note: BA in Social Science students cannot complete the Psychology minor. Instead they may select the Psychology concentration within the major.

Public Administration Minor

Coordinator: Daylin Butler (207) 621-3147 daylin@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ POS/BUA 223 Principles of Management (3)
- ❑ POS 354 Public Budgeting and Financial Administration (3)
- ❑ POS/BUA 361 Human Resource Management (3)
- ❑ POS 487 Research Methods (3)
- ❑ POS 370 Municipal Administration (3)
- ❑ POS 405 Administrative Law (3)

Secondary Education Minor

Coordinator: Cynthia Dean (207) 621-3192 cynthia.dean@maine.edu

See program completion guides for sequencing of courses.
Available content areas: Art (K-12 – 620); English (7-12 – 100); Life Science (7-12 – 395); Mathematics (7-12 – 300); Social Studies (7-12 – 200)

UMA EDUCATION DEPARTMENT REQUIREMENTS FOR STUDENT TEACHING:

- ❑ Minimum 2.5 GPA overall
- ❑ Minimum 3.0 GPA in education classes

MINOR REQUIREMENTS (38 CREDIT HOURS):

- ❑ EDU 100 Introduction to Teacher Education at UMA (1) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 250 Foundations of Education (3) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 251 The Teaching Process (3) *prerequisite for upper-level methods and admittance to candidacy.*
- ❑ **Application to candidacy**
- ❑ EDU 380 Digital Literacy and Technology in Schools (3)
- ❑ EDU 385 Teaching Writing in the Content Areas 6-12 (3)
- ❑ EDU 387 Teaching the Exceptional Child in the Regular Classroom (3)
- ❑ Complete one of the following courses (3):
  EDU 210 Dimensions of Literacy
  EDU/ENG 315 Mentoring Writers
  EDU/ENG 366 Children's and Young Adult Literature
  EDU 300W Teacher as Researcher
  EDU/SOC 331 Sociology of Education
  EDU/PSY 401 Educational Psychology
- ❑ EDU 395 Field Experience (4) *Prerequisites: In addition to EDU 250 & 251, passing scores on the Praxis Core*
- ❑ EDU 390W Secondary Methods of Teaching (3) *Prerequisites: In addition to EDU 250 & 251, passing scores on the Praxis Core;* ***permission needed to enroll***
- ❑ EDU 399 Student Teaching Seminar (3) *taken concurrently with EDU 490*
- ❑ EDU 490 Internship in Student Teaching (9) ***application required for enrollment***

ADDITIONAL LICENSURE REQUIREMENTS:

- ❑ **Licensure assessments needed for certification: Praxis Core Academic Skills for Educators, Praxis II, Principles of Learning and Teaching**
- ❑ **Criminal History Record Check** – completed through MDOE certification office – (**must be completed before upper level methods**)
- ❑ **At least 36 credit hours in the content area (Art, English, Life Science, Mathematics, Social Studies,)**

CONTENT AREA RECOMMENDATIONS:

English Language Arts (36 credits):

- ENG 101 College Writing (3)
- ENG 102W Introduction to Literature (3)
- ENG 202W Survey of British Literature: Beowulf to the Romantics (3)
- ENG 203W Survey of British Literature: Romantics to the 21st century (3)
- ENG 250W American Literature to 1900 (3)
- ENG 251W American Literature 1900 to present (3)
- ENG 300W Introduction to Literary Criticism and Theory (3)
- ENG 360W Selected Works of Shakespeare (3)
- ENG 351W Creative Writing I (3)
- Three upper level ENG electives (9)

Social Studies (36 credits)

- HTY 103 AND 104 United States History I & II (6)
- HTY 105 & 106 World Civilizations I & II (6)
- ANT 101 Introduction to Anthropology OR ANT 102 Cultural Anthropology (3)
- ECO 201 Macroeconomics (3)
- ECO 202 Microeconomics (3)
- HTY 310 History of Maine (3)
- HTY 457 Civil War and Reconstruction (3)
- POS 101 American Government of POS 102 Introduction to Politics and Government (3)
- Two upper level HTY electives (6)

Mathematics (36 credits)

- MAT 130 Mathematics for Elementary Teachers I (3)
- MAT 131 Mathematics for Elementary Teachers II (3)
- MAT 111 Algebra II (3)
- MAT 112 College Algebra (3)
- MAT 115 Elementary Statistics (3)
- MAT 116 Plane Geometry (3)
- MAT 124 Pre-Calculus (3)
- MAT 125 Calculus (3)
- MAT 261 Applied Linear Algebra (3)
- MAT 280 Discrete Mathematical Structures (3)
- Two MAT electives (6)

Life Science (36 credits)

- BIO 110 General Biology I (4)
- BIO 111 General Biology II (4)
- BIO 210 Anatomy and Physiology (4)
- BIO 320 Principles of Genetics (3)
- BIO 321 Microbiology (3)
- BIO 322 Biochemistry (3)
- BIO 324 Cell Biology (3)
- MAT 115 Elementary Statistics (3)
- CHY 115 General Chemistry (3)
- Two science electives (3)

Art (36 credits)

- ARH 105 History of Art and Architecture I (3)
- ARH 106 History of Art and Architecture II (3)
- ART 112 2-D Design (3)
- ART 113 3-D Design (3)
- ART 115 Drawing (3)
- ART 215 Drawing II (3)
- ART 251 Ceramics (3)
- ART 235 Photography I (3)
- ART 221 Painting I (3)
- ART 209 Silkscreen and Relief Printmaking (3)
- One upper level art electives (6)
- One art history elective (3)

Self-Design Minor — Minor

Students in Baccalaureate programs who wish to create their own minor must meet with an advisor to approve their program and sign the self-designed minor from. Each new minor must have a minimum of 9 upper-level credits.

Small Business Management — Minor

Coordinator: Thomas Giordano (207) 621-3557 giordano@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA 100 Introduction to Business (3)
- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ BUA 211 Accounting for Management Decisions (3)
- ❑ BUA/POS 223 Principles of Management (3)
- ❑ Complete one of the following courses (3):
  - *BUA 243 Issues in Small Business*
  - *BUA 259W Strategic Management for the Small Business*
- ❑ Complete one of the following courses (3):
  - *BUA 151 Personal Financial Planning*
  - *BUA 252 Business Ethics*
  - *BUA 265 Advertising*
  - *BUA/CIS 303 Management Information Systems*
  - *BUA 357 Business Finance*
  - *ECO 100 Introduction to Economics*
  - *ECO 201 Macroeconomics*
  - *ECO 202 Microeconomics*
  - *CIS 131 Web Applications and Development*

Sociology — Minor

Coordinator: Lorien Lake-Corral (207) 621-3481 lorien.lakecorral@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ SOC 101 Introduction to Sociology (3)
- ❑ SOC 201 Social Problems (3)
- ❑ SOC 311 Social Theory (3)
- ❑ SSC 320 Research Methods in Social Science (3)
- ❑ Complete any Sociology elective (3)
- ❑ Complete any upper-level (300-400) Sociology elective (3)

Web Applications Minor

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

To assure success, students should fulfill the prerequisite courses(s) before the requirements.

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ CIS 131 Web Applications (3)
- ❑ CIS 231 Java Script (3)
- ❑ CIS 251 Web Authoring Tools (3)
- ❑ CIS 333 PHP (3)
- ❑ CIS 334 PHP and MySQL (3)
- ❑ CIS 438 E-Commerce (3)

Women and Gender Studies Minor

Coordinator: Sarah Hentges (207) 262-7762 sarah.hentges@maine.edu

MINOR REQUIREMENTS (18 CREDIT HOURS):

- ❑ WGS 101W Introduction to Women's Studies (3)
- ❑ WGS 301 Introduction to Feminist Theory (3)
- ❑ SOC 350 Sociology of Gender (3)
- ❑ Complete any upper-level (300-400) women and gender studies course; the following are the UMA course options (3):

  WGS/AME 304: Girls on Fire: Feminism, Activism, and the Future
  WGS/AME 305 Race, Class, Gender, & Sexuality in American Culture
  WGS/AME 306 American Fitness: Culture, Community, and Transformation
  WGS/HUM 310W Introduction to LGBT Studies
  WGS/PHI 336 Feminist Philosophy
  WGS/ENG 337 Masculinities in 20th Century American Literature
  WGS/ENG 350W Women Writers

- ❑ Complete two women and/or gender studies courses; one of which must be upper-level (300-400); the following are the UMA course options (6):

  ENG 185W Introduction to Mythology
  JUS 222 Family Law
  JUS 305 Women in Criminal Justice
  JUS 307 Violence in the Family
  HUS 233 Sexual Abuse and Trauma
  HUS 263 Family Interactions
  HUS/SSC 332 Addiction and the Family
  HUS 352 Intervention for Families with Children
  PSY 364 Psychology of Men and Boys
  SSC 110 Human Sexuality
  SSC 314 Gender Images in the Media
  WGS/AME 304 Girls on Fire: Feminism, Activism and the Future
  WGS/AME 305 Race, Class, Gender, & Sexuality in American Culture
  WGS/AME 306 American Fitness: Culture, Community, and Transformation
  WGS/HUM 310W Introduction to LGBT Studies
  WGS/PHI 336 Feminist Philosophy
  WGS/ENG 337 Masculinities in 20th Century American Literature
  WGS/ENG 350W Women Writers

Accounting Certificate

Coordinator: Tom Giordano (207) 621-3557 giordano@maine.edu

The certificate in accounting addresses the rapidly changing field of accounting both in the private and public sector and provides the flexibility needed to meet the demands of the diverse accounting profession. The certificate will benefit students who need a mechanism for obtaining accounting skills. Certificate holders who currently have a baccalaureate degree in another field will meet the educational knowledge requirements to take professional accounting exams such as the CPA (Certified Public Accounting), CMA (Certified Management Accountant), and CFM (Certified in Financial Management) exams.

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

LEVEL I REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Management Decision Making (3) ***prerequisite: MAT 30 or waiver***
- ❑ BUA 211 Accounting for Management Decisions (3) ***prerequisite: BUA 101 or permission of instructor***
- ❑ BUA 201 Intermediate Financial Reporting I (3) ***prerequisite: BUA 101 or permission of instructor***
- ❑ BUA 202 Intermediate Financial Reporting II (3) ***prerequisite: BUA 201 or permission of instructor***
- ❑ BUA 276 Taxation (3) ***prerequisite: BUA 101 or permission of instructor***
- ❑ Complete any Accounting, Computer, Finance, or Economics course (3)

LEVEL II REQUIREMENTS (12 CREDIT HOURS):

Prerequisite: Level I Certificate

- ❑ BUA 379 Accounting Information Systems (3) ***prerequisite: CIS 101 or 135 and BUA 211 or permission of instructor***
- ❑ BUA 448 Auditing (3) ***prerequisite: BUA 202***
- ❑ Complete any 300-400 level Accounting elective (3)
- ❑ Complete any Accounting, Computer, Finance, or Economics course (3)

Child & Youth Care Practitioner Certificate

Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

This professional 30 credit preparation program will lead to state certification for child and youth care practitioners. The program will elevate the professional aspirations of those individuals who provide direct services to youth in group homes, residential treatment, shelters, juvenile corrections, foster care, and community outreach support programs. Upon completion of this program, students will have:

- a working knowledge of the core competencies established by the Association of Child and Youth Care Practice (ACYCP)
- the credentials to seek employment in agencies that provide direct services to youth in group homes, residential treatment, shelters, juvenile corrections, foster care, day care and community outreach support programs
- met the standards established by the Maine Association of Group Care Providers (MAGCP)
- a foundational knowledge in professionalism, cultural and human diversity, applied human development, relationship and communication and developmental methods

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

PREREQUISITES (12 CREDIT HOURS):

- ❑ COM 102 Interpersonal Communications (3)
- ❑ HUS 101 Introduction to Human Services (3)
- ❑ PSY 100 Introduction to Psychology (3)
- ❑ SOC 101 Introduction to Sociology (3)

CERTIFICATE REQUIREMENTS (18 CREDIT HOURS):

- ❑ HUS 212 Case Management (3) ***prerequisite: HUS 101***
- ❑ HUS 220 Child Mental Health (3) ***prerequisite: PSY 100***
- ❑ HUS 221 Adolescent Mental Health (3) ***prerequisite: HUS 220 or permission of instructor***
- ❑ HUS 232 Crisis Counseling (3) ***prerequisite: PSY 100 or permission of instructor***
- ❑ PSY 308 Human Development (3) ***prerequisite: PSY 100***
- ❑ Complete one of the following courses (3):
  - *JUS 307 Violence in the Family* ***prerequisite: JUS 103***
  - *HUS 233 Sexual Abuse & Trauma* ***prerequisite: HUS 101 or PSY 100***
  - *HUS/SSC 318 Adolescence, Substance Abuse & Criminality* ***prerequisite: any introductory social science, human service or criminal justice studies course***
  - *PSY 345 Problems & Interventions in Childhood* ***prerequisite: PSY 302 or 308***

ADVISING NOTES:

This certificate program is offered state-wide at over 100 sites and centers, as well as The University of Maine at Augusta and Bangor campuses. The Child & Youth Care Practitioner Program will elevate the professional aspirations of persons who provide direct services to youth in group homes, residential treatment shelters, juvenile corrections, foster care, early childhood education and community outreach support programs. This program serves as the focal point for a statewide Child & Youth Care Certification model.

Community Policing Certificate

Coordinator: Mary Louis Davitt (207) 262-7974 mldavitt@maine.edu

The Community Policing Certificate program is open to the holder of a high school or GED diploma. The certificate candidate will receive an education in the principles and practice of community policing. Upon receiving the certificate, the student will:

- be able to articulate the development of policing procedures from inception to advent of community policing and the differences in the practice of community policing throughout the country and the state
- be aware of the role of the law enforcement officer engaged in community policing, its relationship to other criminal justice agencies, e.g. Probation and Parole, Community Corrections, Department of Health and Human Services and its potential for change of the criminal justice system
- have a clear model of professionalism and sense of ethical competencies as an officer specifically working with community members
- have particular preparation for employment as an officer in an agency that employs community policing strategies and techniques

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (21 CREDIT HOURS):

- ❑ Complete one of the following Communications electives (3):
  COM 101 Public Speaking
  COM 102 Interpersonal Communications
  COM 104 Communications in Groups and Organizations
  COM 106 Oral Communication of Literature
- ❑ ENG 101 College Writing (3)
- ❑ CIS 100 Introduction to Computer Applications (3)
- ❑ JUS 103 Foundations of Criminal Justice (3)
- ❑ JUS 352 Community Policing (3) ***prerequisite: JUS 103***
- ❑ Complete one of the following Justice Studies electives (3):
  JUS 123 Contemporary Corrections
  JUS 124 Introduction to Crime Prevention
  JUS 302 Juvenile Justice Systems – ***prerequisite: JUS 103***
- ❑ PHI 250 Ethics ***or equivalent*** (3) ***prerequisite: ENG 101***

Crime Analysis Using GIS Certificate

Coordinators:
(JUS) Mary Louis Davitt (207) 262-7974 mldavitt@maine.edu
(ISS/CIS) Diana Kokoska (207) 262-7864 dkokoska@maine.edu

Police, public safety, first responders and private security have evolved in the past two decades from simple response to crime and demands for service to a demand for skills that include data integration and analysis, engaging in intelligent led services, and initiation of planned and problem-solving service models. Computers and access to data has led to sophisticated crimes including fraud, embezzlement, identity theft, and criminal enterprises including terrorism. Yet, policing has not been able to investigate, with effectiveness, due to appropriate skills and knowledge deficits in cyber-crime. This certificate program offers a comprehensive knowledge-base and requisite skills to prepare, upgrade and direct individuals to this level of job expertise.

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (30 CREDIT HOURS):

- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ CIS 352 Data Visualization (3) ***prerequisite: CIS 101***
- ❑ CIS 360 Geographical Information Systems (3) ***prerequisite: CIS 100 or 101***
- ❑ ISS 210 Introduction to Information Security (3) ***prerequisite: CIS 101***
- ❑ JUS 103 Foundations of Criminal Justice (3)
- ❑ JUS 124 Introduction to Crime Prevention (3)
- ❑ JUS 271W Due Process in Criminal Justice (3) ***prerequisite: JUS 103***
- ❑ JUS 316 Criminology (3) ***prerequisite: SOC 101 & 201***
- ❑ JUS 320 Crime Analysis Using GIS (3) ***prerequisite: JUS 103, & 124***
- ❑ JUS 352 Community Policing (3) ***prerequisite: JUS 103***

Customer Service & Telecommunications Certificate

Coordinator: Thomas Giordano (207) 621-3557 giordano@maine.edu

This certificate is designed for a broad range of participants, including individuals who seek entry into the customer service industry or are seeking a career change. The courses will acquaint students with written and oral communication skills, computer skills, the functional areas of business, elements of professional writing, psychology, and the use of telecommunications in providing superior customer service. At the time of the certificate completion, the students should have:

- a well-rounded understanding of functional areas in business
- an understanding of customer service strategies
- the ability to deal with a variety of people and situations
- well developed written and oral communication skills
- the ability to utilize current technology
- strong analytical and critical thinking skills

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

LEVEL I REQUIREMENTS (13-16 CREDIT HOURS):

- ❑ COL 100 Introduction to College Experience (3) ***optional***
- ❑ COM 102 Interpersonal Communications (3)
- ❑ BUA 100 Introduction to Business (3)
- ❑ BUA 285 Customer Service & Telecommunications (3)
- ❑ CIS 100 Introduction to Computer Applications (3)
- ❑ COL 214 Professionalism in the Workplace (1)

LEVEL II REQUIREMENTS (12 CREDIT HOURS):

Prerequisite: Level I Certificate

- ❑ COM 205 Forms of Social Influence
- ❑ BUA 369 Marketing (3) ***prerequisite: PSY 100***
- ❑ ENG 317W Professional Writing (3) ***prerequisite: ENG 101***
- ❑ PSY 100 Introduction to Psychology (3)

Cyber Forensics — Certificate

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (18 CREDIT HOURS):

- ❑ ISS 232 Introduction to Cyber Forensics (3) ***prerequisite: ISS 210***
- ❑ ISS 332 System Forensics I (3) ***prerequisite: ISS 232***
- ❑ ISS 334 Cyberlaw (3) ***prerequisite: ISS 210***
- ❑ ISS 432 System Forensics II (3) ***prerequisite: ISS 332***
- ❑ ISS 434 Mobile Forensics (3) ***prerequisite: ISS 232***
- ❑ ISS 436 Digital Evidence Analysis (3) ***prerequisite: ISS 332 or 434***

Cyber Security — Certificate

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

IT systems are increasingly under attack from a broad range of threats and the impact from attacks is significant. Failure to properly protect a company can cause significant loss of revenue, customers, and jobs as well as possibly shutting down a company. Personnel trained in information security are needed to protect the confidentiality, integrity, and availability of information resources and the infrastructure that enables the sharing of information. The objective of the certificate is to prepare students for the challenging world of information security. The certificate will allow students to acquire and apply various methods, tools, technologies, and processes to help secure an organization.

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (30 CREDIT HOURS):

- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ CIS 110 Programming Fundamentals (3)
- ❑ CIS 240 Networking Concepts (3)
- ❑ ISS 210 Introduction to Information Security (3)
- ❑ ISS 220 Security Risk Management (3)
- ❑ ISS 340 Computer Security (3)
- ❑ ISS 410 Cyber Security I (3)
- ❑ ISS 470 Information Security Management (3)
- ❑ Complete any two 300-level or higher ISS courses (6)

Dental Assisting Certificate

Coordinator: Amanda Willette (207) 262-7881 amanda.e.willette@maine.edu

Program Objectives

This program is designed for individuals who are interested in becoming members of the dental health care delivery system. The curriculum is designed to provide a broad educational experience in the theory and practice of dental assisting, as well as a background in biological sciences and the humanities.

The dental assisting student will be educated in four-handed dentistry and in duties which may be delegated to dental assistants, including dental radiography, oral health education and business office responsibilities. Students gain practical experience through clinical and laboratory sessions. Extramural clinical experience may be gained through the cooperation of private dental practices, clinics and the Veterans Administration Center in Togus, Maine. Students gain enrichment experiences through extramural rotation assignments in specialty dental practices and community dental clinics. In addition to the permanent faculty, staff is also drawn from practicing dentists and dental hygienists throughout the state.

The curriculum is designed to give the student a well-rounded foundation in health sciences, specific knowledge and clinical skills in the dental sciences, and an understanding in the humanities. The courses are particularly suited to those who have a sincere interest in science and enjoy working with people. The program emphasizes the knowledge and skills necessary for chairside dental assisting, but also prepares students to perform clinical support services, selected laboratory procedures and basic business office procedures.

Upon graduation and successful completion of required examinations, Radiology licensure may be obtained; yet, individuals that have been convicted of a felony may not be eligible for licensure.

The Dental Assisting Program is accredited by the Commission on Dental Accreditation (CODA) of the American Dental Association. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312)440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611.

It is a goal of the Dental Assisting Program to provide a broad educational experience, encompassing didactic and clinical phases, for dental assistants to become competent in all functions that are currently identified in the Accreditation Standards for Dental Assisting.

The Dental Assisting Program will provide educational experience (which includes didactic and clinical phases) for dental assistants to become laboratory competent in the following functions as identified in the Maine Dental Practice Act. Students who complete the Dental Assisting Program should be able to:

- follow all state rules, laws and regulations pertaining to the scope of practice of dental assistants when carrying out key dental assisting functions such as, but not limited to: taking impressions, pouring up and trimming study casts, placing and removing matrix bands, orthodontic functions, and collecting patient data such as dietary analysis;
- evaluate, interpret and synthesize both patient histories (medical, dental, etc.), as well as current dental research for patient education regarding oral health and diseases, including preventive and maintenance measures;
- educate and promote oral health and its relationship to systemic health to patients and the public;
- collect, maintain and organize data according to state and federal laws, including: patient records, radiographic images, intraoral photography, etc., in electronic databases as well as paper records;
- understand and utilize proper state, federal and professional procedures and protocols for both patient and work place safety including proper infection control procedures, proper handling and disposal of hazardous materials, Bloodborne Pathogens Standards, Hazard Communications, and all other standards and procedures set forth by OSHA, the CDC and other bodies;
- understand, be sensitive to, and modify treatment as necessary in order to accommodate the disabilities, ethnic, or cultural needs of the patient;
- demonstrate the breadth and depth of knowledge in the basic and social sciences, written and oral communications, college mathematics, dental sciences and clinical practice in order to be a productive contributor in a variety of settings such as: private offices, public health, or government installations;
- demonstrate ethics, professionalism, community engagement, and professional development;
- demonstrate critical thinking skills that allow the dental assistant to function in the orderly, neat and sequential manner required for chairside, 4-handed, dental assisting.

Admissions (see UMA general requirements)

To be considered for admission to dental assisting, all applicants must have the following (emphasis is placed on the science grades in admission decisions):

- A high school diploma or General Equivalency Diploma.
- Passed all courses indicated by placement tests in math, reading, and writing with a grade of "C-" or better. A math placement test is not required for those who have passed a college math course. Reading and writing placement tests are not required for those who have passed ENG 101.
- Applicants are required to have taken one year of a laboratory science, preferably biology or chemistry with a grade of "C-" or better and have satisfactorily completed courses in mathematics.
- A cumulative grade point average of 2.50 or higher on a 4.0 scale.
- Grades of "C-" or better in courses applied toward degree credit.
- Students accepted for admission are further required to have a complete physical examination within three months prior to entering the program. In addition, students must begin the Hepatitis B vaccination series at least two months prior to beginning the first clinical semester. Students must be immunized against tetanus within the last ten years. Students must have had a Varicella titre or Varicella vaccine series or documentation from a physician stating history of disease before beginning clinical courses in September. Also, the Influenza vaccine will be required before November 1st for each clinical year.
- It is solely the responsibility of the applicant to ensure that the completed application and related materials (such as high school transcripts, test scores, any transcripts of grades beyond high school, recommendations, etc.) are received by the Office of Admissions. Early application is encouraged because class size in limited.

English Language Proficiency Requirement

Courses and clinical training in Dental Assisting or Dental Health require effective communication skills in speaking, reading, and writing in English at a level that ensures the student's ability to benefit from and make satisfactory progress in academic instruction involving patient treatment and safety. A student must be able to effectively communicate with patients during treatment and obtain necessary verbal informed consent during patient care and potential medical emergencies. Students will be asked to indicate their English language proficiency in each of the following areas: speaking, reading, and writing.

Fees

Each dental assisting student purchases clinical uniforms & clinical shoes. Transportation costs to clinical assignments are the student's responsibility. The estimated cost for books and supplies, beyond tuition, room and board, is approximately $2,500. These fees are subject to change without notice.

Criminal Background Checks

Applicants to the Dental Assisting and Dental Hygiene programs should be aware that a criminal background check may be required while enrolled in the program or as a condition of professional employment. Internship sites may limit or deny clinical privileges to those who have a prior or current criminal record. If denied clinical privileges, the student is at risk of not being able to obtain the number of clinical hours required for graduation. Students will be expected to provide clinical internship sites with a current background check at the request of the interning site(s), with associated expenses the students' responsibility.

Applicants of the dental assisting and dental hygiene programs should also be aware that full disclosure regarding criminal background checks could preclude the ability to obtain professional licensure.

Mandatory Orientation

Students accepted into the Dental Assisting Program are required to attend a mandatory Dental Assisting Program Orientation prior to beginning clinical coursework. Failure to attend this required session will jeopardize your admission status in the Dental Assisting Program. Dental Assisting Program Staff will be notify students of the date and time of this event at least one month prior or upon acceptance into the Program.

Academic Progress

Students enrolled in the Dental Assisting Program must earn a C- or better in all courses applied to the certificate in order to remain in the program.

To be eligible for certificate completion, the student must have successfully completed all requirements, have a minimum of 42 credit hours, and a grade point average of at least 2.50. Professional conduct and attitude are expected at all times.

Certification

Upon graduation students will be eligible to take the Dental Assisting National Board (DANB); which includes General Chairside, Radiation Health and Safety, and Infection Control Exams. Successful completion of the examination carries with it the credential of Certified Dental Assistant (CDA) and qualifies the candidate for licensure in dental radiography from the Maine Board of Dental Examiners. Additionally, after one year of full-time practice or two years of part-time practice, the CDA can apply to enroll in the UMA Expanded Function Program.

DENTAL ASSISTING, CERTIFICATE

ADMISSIONS REQUIREMENTS:

- ❑ High School Diploma or General Equivalency Diploma (GED)
- ❑ One year of laboratory science (preferably biology or chemistry)
- ❑ Successful completion of a mathematics course (Basic Math, General Math, Business Math, Pre-Algebra, Algebra I, Algebra II, Algebra/Trigonometry or Geometry)
- ❑ REA 008 Reading for Understanding or course waiver
- ❑ 2.5 Grade Point Average (GPA) or higher

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

DENTAL ASSISTING CERTIFICATE REQUIREMENTS:

- ❑ Minimum 44 Credit Hours
- ❑ Minimum Cumulative G.P.A.: 2.00
- ❑ Minimum grade of "C-" in all courses applied to the degree

CLINICAL COURSE PREREQUISITES:

Before entering the clinical portion of the dental assisting program, students are required to have the following:

- ❑ Complete physical examination within three months of entering the program
- ❑ Hepatitis B vaccination series initiated prior to the first clinical semester
- ❑ Current certification in Healthcare Cardiopulmonary Resuscitation (CPR) or equivalent
- ❑ Recent tetanus immunization (within ten years)
- ❑ PPD within one year
- ❑ Varicella Zoster Titer

Students should meet with their faculty advisor to verify readiness for graduation prior to submitting a graduation card.

PROGRAM MAJOR REQUIREMENTS (34 CREDIT HOURS):

All courses must be passed with a "C-" or better.

- ❑ DEA 102 Biodental Sciences I (3)
- ❑ DEA 152 Dental Office Management (2)
- ❑ DEA 154 Biodental Sciences II (3)
- ❑ DEA 200 Preclinical Dental Assisting Lab (4)
- ❑ DEA 201 Preclinical Dental Assisting Theory (4)
- ❑ DEA 213 Dental Materials (3)
- ❑ DEA 250 Clinical Practice (7)
- ❑ DEA 253 Dental Health Education (3)
- ❑ DEH 203 Dental Radiology (2)
- ❑ DEH 204 Dental Radiology Lab (2)
- ❑ DEH 225 Professionalism for Oral health provider (1)

GENERAL EDUCATION REQUIREMENTS (10 CREDIT HOURS):

- ❑ Complete one of the following Communications electives (3):
  COM 101 Public Speaking
  COM 102 Interpersonal Communications
- ❑ BIO 100 Human Biology (4)
- ❑ PSY 100 Introduction to Psychology (3)

ADVISING NOTES:

The Dental Assisting Program is accredited by the Commission on Dental Association of the American Dental Association. This program emphasizes the knowledge and skills required for chairside dental assisting. It also prepares students with the skills needed to provide clinical support services and perform selected laboratory procedures, as well as basic business office procedures.

Students in their final semester will be eligible to take the Certification Examination in General Chairside Assisting and Radiation Health and Safety administered by the Dental Assisting National Board. Successful completion of the examination carries with it the credential of Certified Dental Assistant (CDA) and qualifies the candidate for licensure in Dental Radiography from the Maine Board of Dental Examiners.

Digital Forensics Certificate

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (30 CREDIT HOURS):

- ❑ JUS 103 Foundations of Criminal Justice (3)
- ❑ JUS 160 Introduction to Forensic Science (3)
- ❑ JUS 200 Principles of Investigations (3)
- ❑ JUS 341 Law of Criminal Evidence (3)
- ❑ JUS 410 Forensic Psychology (3)
- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ ISS 210 Introduction to Information Security (3)
- ❑ CIS 360 Geographical Information Systems (3)
- ❑ ISS/JUS 332 System Forensics I (3)
- ❑ ISS/JUS 432 System Forensics II (3)

Domestic Public Service Certificate

Coordinator: Brenda McAleer (207) 621-3483 mcaleer@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (28-30 CREDIT HOURS):

- ❑ COM 101 Public Speaking (3)
- ❑ POS 234 American State and Local Government (3)
- ❑ POS 383 Survey of Constitutional Law (3)
- ❑ JUS 390 Advocacy and Public Policy (3)
- ❑ HUS 232 Crisis Counseling (3)
- ❑ Complete one of the following Ethics courses (3):
  PHI 250 Ethics
  PHI/BUA 252 Business Ethics
- ❑ ECO 201 Macroeconomics (3)
- ❑ SOC 375 Social Networks (3)
- ❑ HON 300W Critical Thinking and Writing (3)
- ❑ Complete one of the following (1-3)
  COL 214 Professionalism in the Workplace (1)
  SSC 317/HON 401 Leadership Seminar (3)

Domestic Service Certificate

Coordinator: Brenda McAleer (207) 621-3483 mcaleer@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (28-30 CREDIT HOURS):

- ❑ HTY 103 U.S. History I (3)
- ❑ POS 101 American Government (3)
- ❑ POS 234 American State and Local Government (3)
- ❑ POS 383 Survey of Constitutional Law (3)
- ❑ JUS 390 Advocacy and Public Policy (3)
- ❑ SCI 150 Human Ecology and the Future (3)
- ❑ ECO 201 Macroeconomics (3)
- ❑ HON 300W Critical Thinking and Writing (3)
- ❑ HUS 232 Crisis Counseling (3)
- ❑ Complete one of the following (1-3)
  - *COL 214 Professionalism in the Workplace (1)*
  - *SSC 317/HON 401 Leadership Seminar (3)*

Early Childhood Teacher (Birth-5) Certificate

Coordinator: Cynthia Dean (207) 621-3192 cynthia.dean@maine.edu

This certificate is designed to be part of the professional preparation for students who will be working with young children and their families in a variety of careers: human services, social work, education, childcare, nursing, and others. These courses meet the State of Maine Department of Education endorsement for B-5 teachers. Teaching strategies, service delivery for children with special needs, and designing learning environments for universal access are just a few of the areas covered in the 30 credit certificate.

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (37 CREDIT HOURS):

- ❑ EDU 100 Introduction to Teacher Education at UMA (1) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 250 Foundations of Education (3) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 251 The Teaching Process (3) *prerequisite for upper-level methods and admittance to candidacy.*
- ❑ **Application to candidacy**
- ❑ EDU/HUS 160 Perspectives on Infants, Toddlers and Young Children (3)
- ❑ EDU 261 Early Childhood Curriculum: Early Learning Environments (3)
- ❑ EDU 327 Mathematics for the Young Child (3)
- ❑ EDU 329 Science and the Project Approach for the Young Child (3)
- ❑ EDU/HUS 352 Interventions for Families with Children (3)
- ❑ EDU 362 Language and Literacy in Early Childhood (3)
- ❑ EDU 363 Young Children with Special Needs (3)
- ❑ EDU/ENG 366 Children's and Young Adult Literature (3)
- ❑ PSY 302 Psychology of Childhood (3)
- ❑ Complete one of the following (3):
  EDU 325 Social Studies and the Project Approach
  EDU/HUS 328 Creative Development and Art for Young Children

ADDITIONAL REQUIREMENTS:

For full Maine state certification, students must also complete the following:

- ❑ **A Baccalaureate Degree from a Regionally Accredited Institution** (Student teaching is not required for Early Childhood teachers.)
- ❑ Complete any English course (3)
- ❑ Complete any Mathematics course (3)
- ❑ Complete any Science course (3)
- ❑ Complete any Social Studies course (anthropology, geography, history or political science) (3)

- ❑ **Licensure assessments needed for certification: Praxis Core Academic Skills for Educators, Praxis II**
- ❑ **Criminal History Record Check** – completed through MDOE certification office – (**must be completed before upper level methods**)

Early Elementary Teacher (K-3) Certificate

Coordinator: Cynthia Dean (207) 621-3192 cynthia.dean@maine.edu

This certificate meets the Maine Department of Education requirements for endorsement 029 for grades kindergarten through grade 3. It is a 39-credit certificate program (27 course credits and 12 student teaching credits) which is available for undergraduates as well as post-graduates who wish to become certified to teach early elementary education in public schools. The Maine Education Certification office has approved all the required courses.

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA

UMA EDUCATION DEPARTMENT REQUIREMENTS FOR STUDENT TEACHING:

- ❑ Minimum 2.5 GPA overall
- ❑ Minimum 3.0 GPA in education classes

CERTIFICATE REQUIREMENTS (47 CREDIT HOURS):

- ❑ EDU 100 Introduction to Teacher Education at UMA (1) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 250 Foundations of Education (3) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 251 The Teaching Process (3) *prerequisite for upper-level methods and admittance to candidacy.*
- ❑ **Application to candidacy**
- ❑ EDU 362 Language and Literacy in Early Childhood (3)
- ❑ EDU 327 Mathematics for the Young Child (3)
- ❑ EDU 329 Science and the Project Approach for the Young Child (3)
- ❑ EDU 325 Social Studies and the Project Approach (3)
- ❑ EDU/ENG 366 Children's and Young Adult Literature (3)
- ❑ EDU 387 Teaching the Exceptional Child in the Regular Classroom (3)
- ❑ Complete two of the following (6):
  EDU/HUS 160 Perspectives on Infants, Toddlers and Young Children
  EDU 261 Early Childhood Curriculum: Early Learning Environments
  EDU/HUS 352 Interventions for Families with Children
  EDU/HUS 328 Creative Development and Art for Young Children
- ❑ EDU 395 Field Experience (4) *Prerequisites: In addition to EDU 250 & 251, passing scores on the Praxis Core*
- ❑ EDU 399 Student Teaching Seminar (3) *taken concurrently with EDU 492*
- ❑ EDU 492 Student Teaching Early Elementary Education (9) ***application required for enrollment***

ADDITIONAL REQUIREMENTS:

For full Maine state certification, students must also complete the following:

- ❑ **A Baccalaureate Degree from a Regionally Accredited Institution**

General Education courses need for certification:

- ❑ Complete any two English courses (6)
- ❑ Complete any two Mathematics courses (6) ***MAT 130 & 131 recommended***
- ❑ Complete any two Science courses (6)
- ❑ Complete any two Social Studies courses (anthropology, geography, history or political science) (6)

- ❑ **Licensure assessments needed for certification: Praxis Core Academic Skills for Educators, Praxis II, Principles of Learning and Teaching**
- ❑ **Criminal History Record Check** – completed through MDOE certification office – (**must be completed before upper level methods**)

Elementary Education (K-8) Certificate

Coordinator: Cynthia Dean (207) 621-3192 cynthia.dean@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA

UMA EDUCATION DEPARTMENT REQUIREMENTS FOR STUDENT TEACHING:

- ❑ Minimum 2.5 GPA overall
- ❑ Minimum 3.0 GPA in education classes

MINOR REQUIREMENTS (44 CREDIT HOURS):

See program completion guides for sequencing of courses.

- ❑ EDU 100 Introduction to Teacher Education at UMA (1) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 250 Foundations of Education (3) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 251 The Teaching Process (3) *prerequisite for upper-level methods and admittance to candidacy.*
- ❑ **Application to candidacy**
- ❑ EDU 341 Teaching Writing in Grades K-8 (3)
- ❑ EDU 351 Teaching Reading in the Elementary School (3)
- ❑ EDU 361 Teaching Science in Elementary School (3)
- ❑ EDU/ENG 366 Children's and Young Adult Literature (3)
- ❑ EDU 371 Teaching Social Studies in Elementary School (3)
- ❑ EDU 381 Teaching Mathematics in Elementary School (3)
- ❑ EDU 387 Teaching the Exceptional Child in the Regular Classroom (3)
- ❑ EDU 395 Field Experience (4) *Prerequisites: In addition to EDU 250 & 251, passing scores on the Praxis Core*
- ❑ EDU 495 Student Teaching (via UMPI) (12)

ADDITIONAL REQUIREMENTS:

General education courses needed for certification:

- ❑ Complete any two English courses (6)
- ❑ Complete any two Mathematics courses (6) ***MAT 130 & 131 recommended***
- ❑ Complete any two Science courses (6)
- ❑ Complete any two Social Studies courses (anthropology, geography, history or political science) (6)

- ❑ **Licensure assessments needed for certification: Praxis Core Academic Skills for Educators, Praxis II, Principles of Learning and Teaching**
- ❑ **Criminal History Record Check** – completed through MDOE certification office – (**must be completed before upper level methods**)

ADVISING NOTES:

- Core Academic Skills for Educators or PRAXIS I and PRAXIS II must be passed before applying to student teach.
- Applications for student teaching must be submitted the semester before student teaching (October 1st or March 1st).

Forensic Science Certificate

Coordinator: Mary Louis Davitt (207) 262-7974 mldavitt@maine.edu

This professional science certificate is for individuals who aspire to work in the criminal investigation field including professionals currently employed within the system who wish to expand current base knowledge in the collection of forensic evidence and the investigation of crime incidents.
The certificate consists of six courses designed to provide the student with an understanding of the criminal justice systems, basic investigation techniques, and the collection and preservation of evidence for use in a criminal court proceeding.

These courses are applicable toward degrees in justice studies at either the associate or bachelor level.
Students who complete this certificate will be able to:

- conduct investigations of crime incidents
- collect forensic evidence
- testify in court proceedings

ENTRANCE REQUIREMENTS:

- a high school diploma or a General Equivalency Diploma (GED)

UMA CERTIFICATE REQUIREMENTS

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

INVESTIGATION FOCUS REQUIREMENTS (18 credit hours):

- ❑ JUS 103 Foundations of Criminal Justice (3)
- ❑ JUS 160 Introduction to Forensic Science (3)
- ❑ JUS 200 Principles of Investigations (3)
- ❑ Complete any 300-level or higher JUS course (3)
- ❑ Complete any FOC or JUS course (3)
- ❑ Complete one of the following courses (3):
  - *JUS 121 Criminal Law*
  - *JUS 341 Law of Criminal Evidence*
  - *BIO/FOC 360 Advanced Forensic Science I*
  - *BIO/FOC 361 Advanced Forensic Science II*

SCIENTIFIC FOCUS REQUIREMENTS (20 credit hours):

- ❑ JUS 160 Introduction to Forensic Science (3)
- ❑ FOC/BIO 360 Advanced Forensic Science I (4)
- ❑ FOC/BIO 361 Advanced Forensic Science II (4)
- ❑ JUS 121 Criminal Law (3)
- ❑ Complete two of the following courses (6):
  - *PHI 250 Ethics*
  - *JUS 200 Principles of Investigation*
  - *JUS 341 Law of Criminal Evidence*

Fraud Examination — Certificate

Coordinators: (JUS) Mary Louis Davitt (207) 262-7974 mldavitt@maine.edu
(BUA) Thomas Giordano (207) 621-3557 giordano@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

LEVEL I REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA 101 Financial Accounting for Decision Making (3)
- ❑ BUA 387 Fraud Examination (3)
- ❑ BUA 487 Advanced Fraud Examination (3)
- ❑ JUS 200 Principles of Investigation (3)
- ❑ JUS 250 Consumer Fraud and White Collar Crime (3)
- ❑ JUS 341 Law of Criminal Evidence (3)

LEVEL II REQUIREMENTS (12 CREDIT HOURS):

Prerequisite: Level I Certificate

- ❑ Complete four of the following (12):
  - *BUA 201 Intermediate Financial Reporting I*
  - *BUA 202 Intermediate Financial Reporting II*
  - *BUA/JUS/POS 223 Principles of Management*
  - *BUA/PHI 252 Business Ethics*
  - *BUA 448 Auditing, Assurance and Consulting Services*
  - *BUA 4xx Any 400-level Fraud Elective*
  - *JUS 271W Due Process in Criminal Justice*
  - *POS 383 Survey of Constitutional Law*

French — Certificate

Coordinator: Ellen Taylor (207) 621-3114 ellen.taylor@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (20 CREDIT HOURS):

- ❑ FRE 101 Introduction to French I (4)
- ❑ FRE 102 Introduction to French II (4)
- ❑ FRE 203 Intermediate French I (4)
- ❑ FRE 203 Intermediate French II (4)
- ❑ Complete 4 credits of the following literature, culture or language electives (4):
  - *ENG 340 Francophone Literature (3)*
  - *HUM 350W Franco-Americans: Cultural Identity in Context (3)*
  - *FRE 202 Intermediate French Immersion Travel course: Blueberry Cove by the Sea (1)* ***Contact the instructor for availability and specific dates for travel***
  - *FRE 305 Language and Culture of the Francophone World I (4)*
  - *FRE 394 Independent Study (possible apprenticeship in the Maine French Heritage Language Program or other course of study) (1-3)*

Government Management Certificate

Coordinator: Thomas Giordano (207) 621-3557 giordano@maine.edu

This certificate is designed for individuals working in government or non-profit organizations to improve managerial skills, enhance career prospects, and move into supervisory positions within the public sector. The courses cover topics such as written and oral communication skills, computer skills, managerial methods with emphasis on organizational behavior, public budgeting and financial administration, and providing superior customer service using various modes. At the time of the certificate completion, the student should have:

- a well-rounded understanding of management and budgeting in government, including:
  - the duties of a manager: planning, organizing, directing, and controlling
  - the ability to analyze interaction between individual and work group behavior, leadership styles, and organizational cultures
  - how to examine government financial conditions, revenue, collection, and spending processes including cash management,
  - risk management, debt management, and capital budgeting
- an understanding of the use of telecommunications in providing excellent customer service
- an understanding of customer service strategies
- the ability to deal with a variety of people and situations
- well-developed written and oral communication skills
- the ability to utilize current technology
- strong analytical and critical thinking skills

Entrance Requirements:

- a high school diploma or General Equivalency Diploma (GED)

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA/POS 223 Principles of Management (3)
- ❑ BUA/POS 365 Organizational Behavior (3) ***prerequisite: BUA 223***
- ❑ Complete one of the following courses (3):
  BUA 285 Customer Service & Telecommunications
  POS 354 Public Budgeting & Financial Administration
- ❑ COM 101 Public Speaking (3)
- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ ENG 317W Professional Writing (3) ***prerequisite: ENG 101***

Health Informatics Certificate

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (31 CREDIT HOURS):

- ❑ Complete any Biology course with a lab (4)
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ CIS 225 Introduction to Health Informatics (3)
- ❑ CIS 330 Systems Analysis (3)
- ❑ CIS 350 Database Management (3)
- ❑ CIS 352 Data Visualization (3)
- ❑ CIS 360 Geographical Information Systems (3)
- ❑ CIS 475 Advanced Health Informatics (3)
- ❑ Complete any approved BIO or CIS course (3)

Human Resource Management Certificate

Coordinator: Thomas Giordano (207) 621-3557 giordano@maine.edu

This certificate is designed for individuals employed in, or aspiring to work in human resources. The courses cover topics such as management of human resources in the public and private sectors, labor management relations, ethical decision making, oral communication skills, and managerial methods with emphasis on organizational behavior. At the time of certificate completion, the student should have:

- a well-rounded understanding of management of human resources, including:
  - duties of a manager: planning, organizing, directing, and controlling
  - ability to analyze interaction between individual and work group behavior, leadership styles and organizational cultures
  - how to plan, recruit, train and compensate personnel in an organization
  - understand the legal and social responsibilities of the human resources function
- the ability to deal with a variety of people and situations
- well-developed written and oral communication skills
- the ability to utilize current technology
- strong analytical and critical thinking skills
- an ability to understand ethical decision models

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (18 CREDIT HOURS):

- ❑ BUA/POS 223 Principles of Management (3)
- ❑ BUA/POS 361 Human Resource Management (3) ***prerequisite: BUA 223***
- ❑ BUA/POS 362 Labor-Management Relations (3) ***prerequisite: BUA 223***
- ❑ BUA/POS 365 Organizational Behavior (3) ***prerequisite: BUA 223***
- ❑ Complete one of the following courses (3):
  PHI 250 Ethics ***prerequisite: ENG 101***
  PHI/BUA 252 Business Ethics ***prerequisite: ENG 101***
- ❑ Complete one of the following courses (3):
  BUA/CIS 303 Management Information Systems ***prerequisite: CIS 100, 101 or 135 and BUA 223***
  COM 104 Communication in Groups and Organizations
  ENG 317W Professional Writing ***prerequisite: ENG 101***

Human Services Certificate

Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

This 31-credit hour certificate program provides students with a foundation of skills and knowledge important to the general field of social services. Courses are offered on a guaranteed basis. Students are encouraged to contact the appropriate college office, registrar or advising center for advising and support services. Upon completion of this program, students will have:

- the knowledge and skills that are deemed important to people who work within the context of the human service system
- accomplished course work that relates to systems' theory and practice
- the foundation courses for the A.S. and B.S. in Mental Health and Human Services
- a working knowledge of family dynamics and family systems theory

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (31 CREDIT HOURS):

- ❑ Complete one of the following Communications courses (3):
  - *COM 101 Public Speaking*
  - *COM 102 Interpersonal Communications*
  - *COM 104 Communication in Groups and Organizations*
- ❑ ENG 101 College Writing (3)
- ❑ HUS 101 Introduction to Human Services (3)
- ❑ HUS 224 Fundamentals of Community Practice & Involvement (3)
- ❑ HUS 210 Career Experience in Social & Rehabilitative Services (4)
- ❑ HUS 330 Interviewing and Counseling (3)
- ❑ Complete one of the following courses (3):
  - *HUS 263 Family Interaction*
  - *HUS 352 Interventions of Families with Children*
  - *SOC 360 Sociology of the Family*
- ❑ PSY 100 Introduction to Psychology (3)
- ❑ SOC 101 Introduction to Sociology (3)
- ❑ SOC 201 Social Problems (3)

Information Assurance Certificate

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (15 CREDIT HOURS):

- ❑ ISS 220 Security Risk Management (3)
- ❑ ISS 240 Security Policy and Governance (3)
- ❑ ISS 250 Auditing IT Infrastructures (3)
- ❑ ISS 320 Security Analytics (3)
- ❑ ISS 360 Incident Response (3)

Information & Library Science Certificate

Coordinator: Jodi Williams (207) 621-3341 jodi.williams@maine.edu

The Information and Library Science Certificate provides course work that offers the practical skills for entry-level employment as support staff in information centers and libraries (academic, school, special, and public) working for professional librarians. This certificate program also offers persons with previously earned college-level courses the knowledge to work as a paraprofessional in a library/information center. The courses are offered on a guaranteed basis. Students are encouraged to contact the coordinator for additional information.

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (22 CREDIT HOURS):

- ❑ ILS 100 Introduction to Libraries & Library Careers (3)
- ❑ ILS 101 Foundations of Information & Library Science (3)
- ❑ ILS 109 Information Literacy (1)
- ❑ ILS 150 Introduction to Reference Services & Materials (3) ***prerequisite: ILS 100, 101 and ENG 101***
- ❑ ILS 175 Cataloging and Technical Processes (3) ***prerequisite: ILS 100 or permission from the program coordinator***
- ❑ ILS 225 Introduction to Library Information Technology (3) ***prerequisite: ILS 101 or permission from the program coordinator and CIS 100***
- ❑ ILS 250 Collections Development (3) ***prerequisite: ILS 100***
- ❑ Complete one of the following courses (3):
  ILS 201 Library Services to Teens ***prerequisite: ILS 100***
  ILS 202 Library Materials and Services for Children ***pre/corequisite: ILS 100 and 109***
  ILS 203 Survey of Health Sciences Resources ***prerequisite: ILS 100***
  ILS 205 Readers' Advisory ***prerequisite: ILS 100, 101, and ENG 101***

International Public Service Certificate

Coordinator: Brenda McAleer (207) 621-3483 mcaleer@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (28-30 CREDIT HOURS):

- ❑ COM 101 Public Speaking (3)
- ❑ POS 383 Survey of Constitutional Law (3)
- ❑ HTY 106 World Civilizations, 1500 to Present (3)
- ❑ SSC/HUS/JUS 364 Human Rights Violation: Torture & Trauma (3)
- ❑ HTY 380 Topic in History (3) ***(topic will vary by semester)***
- ❑ SOC 250 Intercultural Communications (3)
- ❑ HON 300W Critical Thinking and Writing (3)
- ❑ BUA 420 International Business (3)
- ❑ SSC 450 Conflict Resolution (3)
- ❑ Complete one of the following (1-3)
  COL 214 Professionalism in the Workplace (1)
  SSC 317/HON 401 Leadership Seminar (3)

International Service Certificate

Coordinator: Brenda McAleer (207) 621-3483 mcaleer@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (28-30 CREDIT HOURS):

- ❑ POS 101 American Government (3)
- ❑ POS 383 Survey of Constitutional Law (3)
- ❑ HTY 106 World Civilizations, 1500 to Present (3)
- ❑ SSC/HUS/JUS 364 Human Rights Violation: Torture & Trauma (3)
- ❑ SOC 250 Intercultural Communications (3)
- ❑ SOC 370 Sociology of Culture (3)
- ❑ BUA 420 International Business (3)
- ❑ HON 300W Critical Thinking and Writing (3)
- ❑ SSC 322 Issues in Future Studies (3)
- ❑ Complete one of the following (1-3)
  COL 214 Professionalism in the Workplace (1)
  SSC 317/HON 401 Leadership Seminar (3)

Mental Health Rehabilitation Technician/Community Certificate

Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

The Mental Health Rehabilitation Technician/Community Certificate is awarded upon completion of a ten-course sequence in mental health and human services at the University of Maine at Augusta. The sequence is appropriate for persons working in the mental health field who have direct-service experience in mental health, but who lack formal higher education or for those individuals who wish to seek employment in the mental health field. The program is offered statewide and can be completed on a part-time basis over a three-year period or less. This program emphasizes a basic understanding of human behavior, mental health rehabilitation skills, and a foundation in the methods and values of psychosocial rehabilitation. It is particularly suitable for persons who wish to work toward an associate or baccalaureate degree. Course offerings for this certificate will be offered within a one-year time frame. Students must meet the prerequisites for courses as designated or must receive permission of the instructor. To be certified by the State of Maine, students should call UMA's Office of Admissions & Records at (207) 621-3465 or the Center for Public Sector Innovation at (207) 626-5231 or 626-5200. This certificate program also prepares students for State certification as Certified Alcohol and Drug Counselors.

Upon completion of this certificate, students will:

- become familiar with helping theories and techniques
- employ psycho-social rehabilitation practices including consumer choice, goal setting and collaborative planning
- recognize the effects of trauma and co-occurring disorders, utilizing screening and assessment tools to help with recovery
- incorporate policy knowledge in behavioral health practices, including client rights, ADA knowledge, and understanding benefits and entitlement programs
- understand medical aspects of mental illness and interactions of co-occurring medical issues
- identify appropriate action for consumer risk
- recognize and be sensitive to the needs of a diverse clientele including cross-cultural awareness, effective communication, gender and sexual orientation, and changing needs of adults in transition
- be fully certified as Mental Health Rehabilitation Technicians and/or Certified Alcohol and Drug Counselors

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (30 CREDIT HOURS):

- ❑ HUS 212 Case Management (3) ***prerequisite HUS 101***
- ❑ HUS 218 Community Mental Health (3)
- ❑ HUS 222 Psychosocial Rehabilitation (3) ***prerequisite HUS 218***
- ❑ HUS 232 Crisis Counseling (3) ***prerequisite PSY 100***
- ❑ HUS 233 Sexual Abuse and Trauma (3) ***prerequisite PSY 100***
- ❑ HUS 236 Foundations of Vocational Rehabilitation (3) ***prerequisite HUS 101***
- ❑ HUS 330 Interviewing and Counseling (3) ***prerequisite PSY 100***
- ❑ HUS 350 Mental Health and Aging (3) ***prerequisite PSY 100***
- ❑ Complete one of the following courses (3):
  HUS 134 Cultural Competency for the Helping Professions
  SOC 201 Social Problems ***prerequisite SOC 101***
  SOC 340 Sociology of Minorities ***prerequisite SOC 101***
- ❑ Complete one of the following courses (3):
  HUS 326 Chemical Dependency Counseling ***prerequisite HUS 125 or equivalent***
  HUS 331 Substance Abuse Counseling for Special Populations ***prerequisite HUS 125 or HUS/PSY 229***
  HUS 436 Counseling for Co-Occurring Mental Disorders and Addiction ***prerequisite HUS 125 & 218***

National Security Certificate

Coordinator: Brenda McAleer (207) 621-3483 mcaleer@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (28-30 CREDIT HOURS):

- ❑ POS 234 American State and Local Government (3)
- ❑ POS 383 Survey of Constitutional Law (3)
- ❑ ISS 210 Introduction to Information Systems Security (3)
- ❑ ISS 410 Cyber Security I (3)
- ❑ JUS 105 Legal Research and Materials (3)
- ❑ JUS 200 Principals of Investigation (3)
- ❑ Complete one of the following Ethics courses (3)
  - *PHI 250 Ethics*
  - *PHI/BUA 252 Business Ethics*
- ❑ SSC 322 Issues in Future Studies (3)
- ❑ HON 300W Critical Thinking and Writing (3)
- ❑ Complete one of the following (1-3)
  - *COL 214 Professionalism in the Workplace (1)*
  - *SSC 317/HON 401 Leadership Seminar (3)*

National Security Analyst Certificate

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (15 CREDIT HOURS):

- ❑ ISS 232 Introduction to Cyber Forensics (3)
- ❑ ISS 320 Security Analytics (3)
- ❑ ISS 360 Incident Response (3)
- ❑ ISS 410 Cybersecurity I (3)
- ❑ ISS 412 Cybersecurity II (3)

Paralegal Studies Certificate

Coordinator: Mary Louis Davitt (207) 262-7974 mldavitt@maine.edu

The Justice Studies Program offers a certificate in paralegal studies. Upon completing the requirements for the Paralegal Certificate, a student will be able to:

- Articulate a clear model of professionalism as a paralegal and be familiar with the ethical rules of the profession
- Find, cite and analyze statutes, regulations, rules, and cases with regard to their authority and applicability
- Manage complex information from other legal sources including the Registries of Deeds and Probate and Bankruptcy Court
- Articulate a legal argument; summarize a deposition; draft an interrogatory and investigate facts as directed
- Seek employment as a paralegal or employee with law-related training in public and private agencies

Prior to taking these courses, a student should complete a certificate application form.
To assure success, students should fulfill the prerequisite course(s) before the requirements.

CERTIFICATE PREREQUISITE:

- ❑ 60 credit hours from a regionally accredited university or college.

CERTIFICATE REQUIREMENTS:

- ❑ Minimum 15 credit hours of UMA Residency
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (18 CREDIT HOURS):

- ❑ JUS 105 Legal Research and Materials (3)
- ❑ JUS 212 Real Estate Transfer Procedures (3)
- ❑ JUS 216 Principles of Litigation (3)
- ❑ JUS 218 Estate Administration (3)
- ❑ JUS 296W Professional Responsibility (3)
- ❑ Complete one of the following courses (3):
  JUS 222 Family Law
  *JUS 294 Paralegal Practicum (**The department recognizes that employment for a continuous year as a paralegal is equivalent to completing the Paralegal Practicum**)*

Psychiatric In-Patient Care Certificate

Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (15 CREDIT HOURS):

- ❑ HUS 134 Cultural Competency in the Helping Professions (3)
- ❑ HUS 232 Crisis Counseling (3)
- ❑ Complete one of the following (3):
  HUS 233 Sexual Abuse and Trauma
  HUS 364 Human Rights Violation, Torture and Trauma
- ❑ PSY 308 Human Development (3)
- ❑ PSY 400 Abnormal Psychology (3)

Secondary Education Certificate

Coordinator: Cynthia Dean (207) 621-3192 cynthia.dean@maine.edu

Available content areas: Art (K-12 – 620); English (7-12 – 100); Life Science (7-12 – 395); Physical Science (7-12 – 350); Mathematics (7-12 – 300); Social Studies (7-12 – 200); Health (K-12 – 520)

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA

UMA EDUCATION DEPARTMENT REQUIREMENTS FOR STUDENT TEACHING:

- ❑ Minimum 2.5 GPA overall
- ❑ Minimum 3.0 GPA in education classes

CERTIFICATE REQUIREMENTS (38 CREDIT HOURS):

- ❑ EDU 100 Introduction to Teacher Education at UMA (1) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 250 Foundations of Education (3) *prerequisite for upper-level methods and admittance to candidacy*
- ❑ EDU 251 The Teaching Process (3) *prerequisite for upper-level methods and admittance to candidacy.*
- ❑ **Application to candidacy**
- ❑ EDU 380 Digital Literacy and Technology in Schools (3)
- ❑ EDU 385 Teaching Writing in the Content Areas 6-12 (3)
- ❑ EDU 387 Teaching the Exceptional Child in the Regular Classroom (3)
- ❑ Complete one of the following courses (3):
  EDU 210 Dimensions of Literacy
  EDU/ENG 315 Mentoring Writers
  EDU/ENG 366 Children's and Young Adult Literature
  EDU 300W Teacher as Researcher
  EDU/SOC 331 Sociology of Education
  EDU/PSY 401 Educational Psychology
- ❑ EDU 395 Field Experience (4) *Prerequisites: In addition to EDU 250 & 251, passing scores on the Praxis Core*
- ❑ EDU 390W Secondary Methods of Teaching (3) *Prerequisites: In addition to EDU 250 & 251, passing scores on the Praxis Core;* ***permission needed to enroll***
- ❑ EDU 399 Student Teaching Seminar (3) *taken concurrently with EDU 490*
- ❑ EDU 490 Internship in Student Teaching (9) ***application required for enrollment***

ADDITIONAL CERTIFICATION REQUIREMENTS:

- ❑ **A Baccalaureate Degree from a Regionally Accredited Institution**
- ❑ At least 24 credit hours in the content area (Art, English, Life Science, Physical Science, Mathematics, Social Studies, Health)

- ❑ **Licensure assessments needed for certification: Praxis Core Academic Skills for Educators, Praxis II, Principles of Learning and Teaching**
- ❑ **Criminal History Record Check** – completed through MDOE certification office – (**must be completed before upper level methods**)

Secondary Education/Mathematics Content Certificate

Education Coordinator: Cynthia Dean (207) 621-3192 cynthia.dean@maine.edu
Mathematics Coordinator: Lester French (207) 621-3093 lfrenc61@maine.edu

The Mathematics Content in Secondary Education Certificate of Study is designed as one component for students who aspire to teach secondary mathematics, grades 7-12. To obtain certification in secondary mathematics, students must satisfy all requirements in either the Certificate or Minor in Secondary Education. Completing the stated requirements of the Mathematics Content in Secondary Education Certificate of Study will satisfy the 24 credit hours in mathematics required by the Maine Department of Education and both the Certificate and Minor in Secondary Education. Upon completion of this program, students will be prepared in the following content categories:

- Number and Quantity, Algebra, Functions, and Calculus
- Geometry, Probability and Statistics, and Discrete Mathematics

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate
- ❑ Successful completion of either the UMA minor or certificate in Secondary Education

CERTIFICATE REQUIREMENTS (24 CREDIT HOURS):

- ❑ MAT 111 Algebra II (3)
- ❑ MAT 112 College Algebra (3)
- ❑ MAT 115 Elementary Statistics I (3)
- ❑ MAT 116 Plane Geometry (3)
- ❑ MAT 124 Pre-Calculus (3)
- ❑ MAT 125 Calculus I (3)
- ❑ MAT 261 Applied Linear Algebra (3)
- ❑ MAT 280 Discrete Mathematical Structures (3)

Secure Applications Development Certificate

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (15 CREDIT HOURS):

- ❑ ISS 220 Security Risk Management (3)
- ❑ ISS 340 Computer Security (3)
- ❑ ISS 350 Database Security (3)
- ❑ ISS 450 Secure Software Design (3)
- ❑ ISS 452 Internet and Web Security (3)

Social Media Certificate

Coordinator: Lorien Lake-Corral (207) 621-3481 lorien.lakecorral@maine.edu

This professional social media certificate is designed for individuals who aspire to work with social media as content creators, marketers, analysts or administrators in the business, non-profit, governmental or educational sector. Certificate courses impart knowledge and develop skills needed for the successful deployment of strategic media programs. These courses are also applicable toward an associate's or bachelor's degree in a number of academic programs.

Upon completion of the program, students will have developed:

- a working knowledge of current social media platforms as they are used in workplace, consumer and informal settings
- familiarity with strategies of social media deployment
- a command of quantitative and qualitative measures of social networks
- the ability to analyze patterns in social media
- experience delivering verbal and written reports on analysis and management of social media
- a portfolio of work demonstrating these capabilities as applied to real-world social media
- an awareness of professional opportunities in the social media field

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (30 CREDIT HOURS):

- ❑ ENG 101 College Writing (3)
- ❑ MAT 100 Mathematics and Its Application (3)
- ❑ PSY 100 Introduction to Psychology (3)
- ❑ SOC 101 Introduction to Sociology (3)
- ❑ CIS 131 Web Applications (3)
- ❑ BUA 369 Marketing (3)
- ❑ SSC 320 Research Methods in Social Science (3)
- ❑ COM/SOC 375 Social Networks (3)
- ❑ COM/SOC 475 Analyzing Social Media (3)
- ❑ Complete one of the following (3):
  HUM 380 Comments, Tweets, and Texts: The Language of the Social Network
  CIS/INT 460 Computers and Culture

Substance Abuse Rehabilitation Technician Certificate

Coordinator: W. Frank Ellis (207) 621-3317 fellis@maine.edu /Dave Samuelian (207) 262-7980 davidjs@maine.edu (Bangor)

The Substance Abuse Rehabilitation Certificate Program provides course work relevant to the education requirements for licensure. At present, an applicant for licensure must have a minimum of an associate degree in a substance abuse rehabilitation related field. The substance abuse rehabilitation certificate provides the necessary course work for people who are interested in becoming substance abuse counselors or who already have a degree in another field. The certificate also provides the education for someone who is working on a degree in a field other than substance abuse rehabilitation.

The state of Maine licensing law requires that in addition to the specialized course work in the field, individuals must also complete 4,000 hours of work experience in a facility licensed by the State Department of Mental Health, Mental Retardation and Substance Abuse Services. UMA's certificate program prepares students to become Certified Alcohol and Drug Counselors. For further information regarding the licensing requirements, contact the Professional and Financial Regulations Department of the State of Maine at (207) 624-8603.

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (30 CREDIT HOURS):

- ❑ HUS 101 Introduction to Human Services (3)
- ❑ HUS 125 Chemical Dependency (3)
- ❑ HUS 212 Case Management (3) ***prerequisite HUS 101***
- ❑ HUS 232 Crisis Counseling (3) ***prerequisite PSY 100 or permission of the instructor***
- ❑ HUS 233 Sexual Abuse and Trauma (3) ***prerequisite HUS 101 or PSY 100***
- ❑ HUS 305 Group Process (3) ***prerequisite PSY 100 or SOC 101***
- ❑ HUS 308 Assessment & Planning (3) ***prerequisite HUS 212 and MAT 100 or higher***
- ❑ HUS 326 Chemical Dependency Counseling (3) ***prerequisite HUS 125 or equivalent***
- ❑ HUS 331 Substance Abuse Counseling for Special Populations (3) ***prerequisite HUS 125 or HUS/PSY 229***
- ❑ Complete one of the following courses (3):
  HUS 222 Psychosocial Rehabilitation ***prerequisite HUS 101 or 218***
  HUS/SSC 332 Addiction and the Family ***prerequisite HUS 125 and PSY 100***
  HUS 342 Trauma and Addiction ***prerequisite HUS 125 or HUS/PSY 229***

Web Development Certificate

Coordinator: Diana Kokoska (207) 262-7864 dkokoska@maine.edu

UMA CERTIFICATE REQUIREMENTS:

- ❑ Minimum 50% of the required courses taken through UMA
- ❑ Minimum 2.00 G.P.A. in the Certificate

CERTIFICATE REQUIREMENTS (30 CREDIT HOURS):

- ❑ CIS 101 Introduction to Computer Science (3)
- ❑ CIS 131 Web Applications (3)
- ❑ CIS 135 Introduction to Information Systems & Applications Development I (3)
- ❑ CIS 231 Java Script (3)
- ❑ CIS 251 Web Authoring Tools (3)
- ❑ CIS 333 PHP (3)
- ❑ CIS 334 PHP and MySQL
- ❑ Choose one of the following (3):
  - *CIS 338 Content Management Systems*
  - *CIS 339 Web Development Frameworks*
- ❑ CIS 438 E-Commerce (3)
- ❑ ISS 452 Security Strategies in Web Applications and Social Networking (3)

HONORS PROGRAM

OBJECTIVES:

The Honors Program at the University of Maine at Augusta offers those students who have demonstrated intellectual potential and personal commitment an enriched academic experience. Not only will studies at UMA be enhanced socially and intellectually, but the honors student will be better prepared to continue advanced studies and bring academic talents and abilities to the attention of prospective employers.

The Honors Program is not a separate degree program, but is designed to augment the course work required for a degree. In most cases, honors courses can be substituted for required or elective credits.

Any student, upon the recommendation of the director of the Honors Program, may register for an honors course without being formally admitted into the program. However, to graduate from the program with honors designation, a student must meet the specific requirements of the Honors Program.

PROGRAM REQUIREMENTS:

HONORS ASSOCIATE REQUIREMENTS (12-15 CREDIT HOURS):

- ❑ Complete one of the following courses (3):
  HON 210 Honors Project
  HON 401 Leadership Seminar
- ❑ HON 300W Critical Thinking and Writing (3)
- ❑ Complete 2-3 of the following courses (6-9) ***A proposal for each of these must be submitted by the student to the Honors Council for approval.***
  HON 294 Honors Independent Studies
  HON 295 Honors Readings I
  HON 299 Honors Group Tutorial
  HON 301 Honors Colloquium
  HON xxx Honors Course Designation
  XXX xxxH any non-honors course may be taken as an H add-on with instructor's permission

HONORS BACCALAUREATE REQUIREMENTS (21-24 CREDIT HOURS):

- ❑ HON 300W Critical Thinking and Writing (3)
- ❑ Complete one of the following courses (3):
  HON 410 Senior Honors Thesis
  HON 401 Leadership Seminar
- ❑ Complete 4-5 of the following courses (12-15) ***A proposal for each of these must be submitted by the student to the Honors Council for approval.***
  HON 294 Honors Independent Studies
  HON 295 Honors Readings I
  HON 299 Honors Group Tutorial
  HON 301 Honors Colloquium
  HON 494 Honors Independent Studies
  HON 495 Honors Readings II
  HON 499 Honors Group Tutorial
  HON xxx Honors Course Designation
  XXX xxxH any non-honors course may be taken as an H add-on with instructor's permission

ADVISING NOTES:

- Honors Program students have the option of completing 45 hours of community service in lieu of an honors free elective. This waiver does not carry credit on the student's permanent record.

COURSE DESCRIPTIONS

AMERICAN STUDIES

AME 201W Introduction to American Studies
Students will examine a variety of works in literature, history, cultural criticism, social and political theory, music, the visual arts, and other fields with an eye toward comprehending how Americans of different backgrounds have understood and argued about the meaning and significance of U.S. national identity. The course invites students to consider new ways of interpreting a multifaceted culture through a global lens and to investigate competing perspectives regarding experiences in and about "America." Prerequisite: ENG 101 or concurrent enrollment, or permission of instructor. 3 CR

AME 205 Religion and American Culture
(This course is cross listed with REL 205 and SSC 205.)The United State is a secular country that holds strongly to the ideal of separation between church and state. At the same time, religion plays a highly influential role in politics, nationalism, popular culture, and ethnic relations in American society. In this course, we explore this unique tension between secular ideals and religious values, using social scientific theories to explore how religion is defined and expressed in the American cultural context. 3 CR

AME 289 Topics in American Studies
A comparative, critical, interdisciplinary course that explores a particular topic in American culture and politics. Prerequisite: ENG 101 OR permission of instructor. 3 CR

AME 302 Social Movements
(This course is cross listed with SOC 302.) This course aims for an understanding of social movements and "justice" in American cultures since 1900. Despite their great impacts on our lives today, social movements are often left out of traditional curriculum or misunderstood. We also tend to have narrow and contradictory views of justice in the U.S. We will consider theoretical foundations in social movements as well as particular movements, past and present, like the feminist movement, the black power movement, movements for indigenous justice, movements for reproductive and environmental justice, anti-globalization movements, culture jamming movements, and human rights struggles. Prerequisite: at least one of the following SOC 101, WGS 101, AME 201, OR permission of instructor. 3 CR

AME 303 Hip Hop: Art, Culture, and Politics
(This course is cross listed with MUS 303.) Hip Hop is an umbrella term' for art, music, dance, literature, identity, style and politics. We will begin to understand the art, culture, and politics of Hip Hop by looking at the movements and politics that inspired the birth of Hip Hop as a form of art and music. We will consider the art and aesthetics of Hip Hop and the musical styles that made Hip Hop music possible. Students will create a piece of art or music inspired by Hip Hop. The ways in which Hip Hop speaks to youth and speaks about oppression, violence, identity, culture, and power will also be considered. We will then explore Hip Hop as a form of cultural politics and activism toward social justice. Students will create art or music toward Hip Hop inspired social justice. Finally, we will consider the possibilities of a Hip Hop future. Prerequisite: AME 201 OR MUS XXX OR ENG 102 OR permission of instructor. 3 CR

AME 304W Girls on Fire: Feminism, Activism, and the Future
(This course is cross listed with WGS 304W.) In fiction as well as real life-from Katniss Everdeen to Malala Yousafzai-girls shape their worlds and define our futures. This course explores YA Dystopia, feminism and activism, and social media. We consider how these contexts shape girls' lives in contemporary American culture, make sense of the lives of girls who built feminist foundations, and imagine the future we all share. Prerequisite: ENG 101 and WGS 101W or AME 201W or permission of instructor. 3 CR

AME 305 Race, Class, Gender, and Sexuality in American Culture
(This course is cross listed with WGS 305.) Considering issues of race, class, gender, sexuality, or nationality in narrow, isolated examples is impossible and undesirable if we hope to have a fuller understanding of the patterns, realities, and possibilities of identity, power, culture, and politics in American culture. All of these complex and contradictory dimensions contribute to our identities and material realities as well to our place in relationship to social structures and power relationships. We will consider intersections in the past, present, and future including both local and transnational contexts. We will consider how we might move beyond the limits of identity politics toward a radical politics of empowerment, justice, and transformation. Prerequisite: WGS 101W, or AME 201, or permission of instructor. 3 CR

AME 306 American Fitness: Culture, Community, and Transformation
(This course is cross listed with WGS 306.) Fitness is an American fad, industry, pop culture phenomenon, and pursuit. This class considers what fitness means in American culture, how fitness can create and sustain communities, and how fitness might be used toward social, cultural, and mind/body transformation. As a women's studies course we also consider feminist perspectives on fitness. Course work will include a project that focuses on the individual students' fitness interests. Prerequisite: ENG 101 and WGS 101W, or AME XXX, or permission of instructor. 3 CR

AME 389 Topics in American Studies
A comparative, critical, interdisciplinary course that explores a particular topic in American culture and politics. Prerequisite: WGS 101 OR AME 201 OR permission of instructor. 3 CR

AME 418 Cultural Criticism and Theory: The Arts of Social Change
(This course is cross listed with ENG 418.) This course will consider the limits and possibilities of theory and criticism in the academy and in the "real world." We will conceptualize what theory and criticism are and how we will go about studying these throughout the course. We will interrogate our relationship to theory and criticism, critically considering the uses of cultural criticism and theory. We will consider theory and practice, thought and action, justice and power and how to use ideas toward transformation. Most of all we will be building a "tool box" of theory for our critiques of culture, our intervening actions, and our ideas about the arts of social change. Prerequisite: WGS 101 OR ENG 201 OR an upper-level AME course OR permission of instructor. 3 CR

AME 458W Race and Ethnicity in American Literature and Culture
(This course is cross listed with ENG 458W,) While we often consider America the "melting pot" or even the "salad bowl," race and ethnicity have had contested meanings and applications throughout U.S. history; these meanings have often been constructed and contested through literature. This course aims for a better understanding of these important concepts and considers the various meanings of race and ethnicity in U.S. culture explored in and through a variety of literary and cultural texts. Prerequisites: ENG 300W, or AME 201W, or permission of instructor. 3 CR

AME 494 Independent Study in American Studies
Students will explore a particular issue or subject within the field of American Studies. Students will coordinate requirements with a course advisor. Prerequisites: AME 201 and an upper-level AME course. 3-6 CR

AME 496 Internship in American Studies
This course gives students the opportunity to apply their learning in a hands-on setting. Students may act as a teaching assistant for an AME course, work at a local law office or advocacy group, study abroad, or create an internship experience unique to the student's educational and career goals. Prerequisites: AME 201 and an upper-level AME course. 3-6 CR

ANTHROPOLOGY

ANT 101 Introduction to Anthropology
A general survey of the biological, social, and cultural development of humankind, with emphasis upon human evolution and race formation, and the major social, economic, political, religious, technological, and linguistic systems. 3 CR

ANT 102 Cultural Anthropology
A comparative study of culture, analyzing the nature of culture through such topics as language and communication, personality and culture, social organization and culture, and cultural change. 3 CR

ANT 170 Introduction to Archeology
Introduction to theory and methods of archaeological research. Excavation and analysis; methods and fundamental principles; use of geological, biological, geographical and other tools applicable to specific cases. Prerequisite: ANT 101 or equivalent, or permission of instructor. 3 CR

ANT 289 Topics in Anthropology
(Topic would be indicated.) A course devoted to subject areas in anthropology that are not among the regularly scheduled anthropology offerings, but in which there are apparent student needs that necessitate periodic offering. Offered for associate degree students. Prerequisite: ANT101 OR permission of instructor. 3 CR

ANT 294 Independent Study in Anthropology
The purpose of this course is to develop a close faculty-student interchange of ideas related to the field of anthropology, and to enable the student to undertake as much independent study as possible. May be repeated for credit. For associate degree students. Prerequisites: ANT101 OR ANT102 and completion of 30 semester hours. 1-6 CR

ANT 394 Independent Study in Anthropology
The purpose of this course is to develop a close faculty-student interchange of ideas related to the field of anthropology, and to enable the student to undertake as much independent study as possible. May be repeated for credit. For baccalaureate degree students. Prerequisite: ANT101 OR ANT102 and completion of 60 semester hours. 1- 6 CR

ANT 489 Topics in Anthropology
(Topic would be indicated.) A course devoted to subject areas in anthropology that are not among the regularly scheduled anthropology offerings, but in which there are apparent student needs that necessitate periodic offering. Offered for baccalaureate degree students. Prerequisite: ANT101 OR permission of instructor. 3 CR

ARCHITECTURE

ARC 100 Architectural Design Studio for the Non-Majors
This studio course will introduce the architectural design process to anyone interested in how a building is conceived and designed. Students of all levels will cover a wide variety of topics including: design as a process, design representation, the architectural profession, freehand drawing, hand drafting and model building. The class typically includes field trips to explore architecture. 3 CR

ARC 101 Introduction to Architectural Design
This course teaches fundamental design skills and processes. It introduces design as a conceptual discipline, and exercises are focused around the analysis, interpretation organization, and transformation of architectural space and form. Prerequisites: ENG 005, REA 008 or ENG 100 and MAT 009. Co-requisite: ARC 112 or permission of Architecture program Coordinator. 4 CR

ARC 102 Architectural Design I
Students will be introduced to design process with problems that utilize presentation skills developed in ARC 101. The studio curriculum will explore the solution to simple single function design problems considering the impact of design on behavior. Topics of Space, Scale and Light will be introduced. Design limitations and issues will be introduced and utilized during the design process. Students will be required to explore creative solutions involving observation, design synthesis, and graphic expression. Prerequisites: ARC 101 and ART 112. Co-requisite: ARC 123. 4 CR

ARC 110 Introduction to Architectural Representation
This course introduces students to the fundamentals of drawing architectural subjects by hand. Students will complete graphic assignments using traditional techniques, with an emphasis on pencil and ink drawing. They will acquire an understanding of the basic geometry that regulates architectural compositions through a series of projects that include freehand drawing as well as rigorous measured drawing of objects and buildings in orthographic projection, axonometric, and perspective. Assignments are designed to enhance the student's ability to observe, analyze, understand and represent architectural forms and spaces. No prerequisites. Co-requisite ARC 101. 3 CR

ARC 111 History of Art and Architecture I
(This course is cross listed with ARH 105.) Techniques and trends in architecture, sculpture, and painting as related to the history of art from prehistoric times through the Gothic period. Lectures, text, slides, and discussion.
Possible museum trip. 3 CR

ARC 120 Introduction to Digital Tools in Architecture
This is a course in digital literacy as it relates to architectural design and representation. It is the second semester of a yearlong representation sequence for first-year UMA BArch students. The course focuses on the use the computer as a projective design tool rather than a time-consuming representational device. The primary goal is for students to develop a digital sensibility at the inception of their design process, and learn to think with both the computer and the hand simultaneously. Prerequisites: ARC 101 and ARC 110. 3 CR

ARC 123 The Principles and Philosophy of Architecture
This course investigates the steps of architectural design process and theory based upon developing knowledge and the creative intentional use of space, scale, and light in solving designs for human habitation. Students will explore design and its role in promoting health, well-being, and spatial activity satisfaction. 3 CR

ARC 203 Architectural Design II
The basic architectural design components of space, scale, and light will be covered through exercises stressing each of these design elements in turn. The student will discover 3-dimensional solid/void relationships, the infinite potential of spatial expression, the connection of the designed environment to the occupant, and the power of light as an emotive force in design and structure. The curriculum introduces the design and use of architectural structure as support and space definer.
Prerequisites: ARC 102 and ARC 123. Co-requisite: ARC 241. 4 CR

ARC 204 Architectural Design III
Students will integrate design principles of space, scale, and light into the design of single or minimal multifunction buildings and graphically present the solution in 2- and 3-dimensions. Design with intent will be introduced. Design solutions will require the student to research more unfamiliar building types to minimize preconceptions in the design process. Site analysis, properties and use of materials, design economics, and alternative energy systems will be addressed. Design programming based upon the user's physical, social, and psychological needs and requirements are emphasized.
Prerequisites: ARC 203. Co-requisite: ARC 261. 4 CR

ARC 212 Building A Human World
This course introduces students to themes in Architecture, across a continuum of time and space. Topics cover influential discourses and practices, the questions and contexts that they engage, and their implications for contemporary thinking and design. Discussions and assignments aim at developing critical and graphical readings of both architectural works and theoretical writings. Prerequisite: ARH 105, ARH 106 and ENG 101. 3 CR

ARC 221 Concepts of Structure
The course offers an introduction to the study, analysis, and mathematical solutions to architectural structures and the forces acting upon them. Topics covered include force vectors, moment and shear calculations, and the general stresses and strains on structure through an exploration of mechanical design principles and the mathematics related to them. Students will become aware of the deforming forces of tension, compression, shear, flexure, and torsion and their potential physical effects on building systems. Prerequisites: MAT 112. Co-requisite: PHY 115 (lecture and lab), or permission of the Architecture program Coordinator. 3 CR

ARC 231 Architectural Materials and Methods
A lecture format introduction to the most common materials used in architectural design solutions with an emphasis on aesthetics, design, integration, properties, sustainable use, code integration, and structural limitations. Materials to be covered include brick, concrete and other masonry products, structural steel, glass, wood, tile, and some surface treatments.
Prerequisite: ARC 101 or permission of instructor. 3 CR

ARC 241 Architectural Research and Analysis
This course focuses on the purpose and methods of architectural analysis and its use in creating understanding. Included are methods of research (analog and digital), the use of the diagram, the use of precedent study, and specific activities in visual and narrative analysis. Prerequisites: ARC 203 and ART 140. 3 CR

ARC 251 Sustainable Design Concepts
The primary objective of this course is the exploration and focused study of the use and application of sustainable design concepts in architecture through lecture, discussion, demonstration, and practice. Students will gain knowledge of sub-professions and their relationships to the conceptual challenges of integrated design. External considerations, Core and Envelope, indoor environment, materials and products, and implementation of concepts will be explored through project-based learning. Prerequisite: ARC 102 or permission of instructor. 3 CR

ARC 261 Computer Aided Design and Drafting
This course is an introduction to multiple software platforms used in computer-aided design and drafting related to architectural practice. The course will give the student tools to produce digital architectural and architecturally related drawings, images and models. Prerequisite: ARC102 or permission of instructor. 3 CR

ARC 262 Building Information Modeling
This course is an exploration of advanced digital technologies and their applications to the architectural field. Focus is on Building Information Modeling (BIM) software and its application to architectural design. Other topics may include rapid 3D prototyping, advanced virtual modeling, digital rendering and other current technologies. Prerequisite: ARC 261 or permission of Architecture Coordinator. 3 CR

ARC 286 Topics in Architecture
This course is for students in the Bachelor or Architecture program interested in exploring architecture or architecturally related coursework to satisfy the architecture electives required in the degree. The course would pertain to subject matter in architecture or architectural history not offered in the general program, but pertinent to a specific period, involving a special interest because of current societal norms, or of particular importance in professional practice. Past topics have included Architectural Lighting Design, Historic Preservation, Interior Design, specific periods, or important architects through history, etc. Prerequisites ARC 101 and completion of 30 semester hours, or permission of instructor. 3 CR

ARC 289 Topics in Architecture
(Topic would be indicated.) Studies in architecture or architectural history not offered in the general program, but pertinent to a specific period, involving a special interest or of particular importance because of current societal norms. Examples might include Medieval German Castles, Architectural Rendering Techniques, Solar Energy Applications in Northern New England. Prerequisite: completion of 30 semester hours. 3 CR

ARC 294 Independent Study in Architecture
The purpose of this course is to develop a close faculty-student interchange of ideas in an area of particular interest to a student and to encourage the student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: Completion of 30 semester hours 1- 6 CR

ARC 305 Architectural Design IV
Through design projects of increasing complexity and public utilization, students will continue to develop skills in creative conceptual design and graphic/model presentations. Design analysis, awareness, and expression through a deeper understanding and exploration of architectural space, scale, and light and their combined effects upon human environmental behavior and experience will be explored. Emphasis on service learning will be explored through community-based projects and partnering. Prerequisites: ARC 204 and ARC 241. Co-requisites: ARC 221 and ARC 231. 4 CR

ARC 306 Architectural Design V
This course is a continuation of the design studio process with more emphasis on large-scale urban projects including multi-unit housing and mixed-use development. Collaborative work processes, as emblematic of the design profession, will be explored through group projects and community partnering. Additional topics will include Accessibility, Site Design, and Life Safety. Prerequisites: ARC 221, ARC 231, and ARC 305. Co-requisites: ARC 322 and ARC 332. 4 CR

ARC 312 History of Modern Architecture
(This course is cross listed with ARH 312.) The course will trace the history of modern architectural design by analyzing the impact of past social, environmental and technological forces on expression. The course will focus on 19th and particularly 20th century architecture. The format of the course will be lectures, occasionally by guests, with slides, film, discussion, and several field trips. Prerequisite: ARH 105 OR ARH 106 OR permission of the instructor. 3 CR

ARC 322 Structures II
The course expands upon the study and analysis of architectural structures through an exploration of the design of structural components including: wood, composite materials, reinforced concrete, cables, and steel members. Students will become aware of the deforming forces of tension, compression, shear, and torsion along with the respective mathematical effects on the deflection of structural members including beams and columns. In addition, the concepts of structural continuity, combined stress, pre-stressing, and optimization design regarding various structural components and systems will be studied. Prerequisite: ARC 221 3 CR

ARC 332 Construction Techniques
A lecture, drafting, and model-building course in construction processes and associated working drawings. Students may be required to build accurate representational models demonstrating common construction systems and produce working drawings or the technical drawings required to explain traditional light construction practices and techniques. Prerequisites: ARC 101 and ARC 231, or permission of instructor 3 CR

ARC 350 Mechanical Systems in Architecture
The basic mechanical systems that allow a modern building to function will be covered. The student will learn how to design with consideration to these mechanical system needs and how these needs impact the design program and process. The spatial requirements for these systems and the way they are integrated into design will be covered. Topics to be covered: electrical - layout and design, lighting (independent of sunlight), acoustics, plumbing - supply and removal, heating, ventilation and air conditioning, and exchange systems (HVAC). Prerequisites: ARC 101 and PHY 115 (lecture and lab), or permission of instructor. 3 CR

ARC 361 Portfolio Development
A career seminar focusing on the development of a portfolio of the student's work for use with advanced education applications or for exploration of career opportunities. The course will emphasize portfolio presentation techniques, resume writing, application procedures and personal presentation. Prerequisite: ARC 204. 1 CR

ARC 406 Architecture Apprenticeship
All architecture students must complete an apprenticeship of 50 or more hours with a UMA approved architect or equivalent design professional. The emphasis of the apprenticeship is to provide the student with firsthand experience into the workings of a professional office and give him or her exposure to the professional practice in an architectural design career. Prerequisites: ARC 204, ARC 241, ARC 261, ARC 361. 1 CR

ARC 407 Architectural Design VI
This course is a continuation of the design studio process with an emphasis on the ability to produce a comprehensive architectural project that demonstrates each student's capacity to make design decisions across scales while integrating Design Thinking Skills, Technical Documentation, Investigative Skills, Ordering Systems, Historical Traditions and Global Culture, Accessibility, Sustainability, Site Design, Life Safety, Environmental Systems and Structural Systems. Prerequisites: ARC 306, ARC 322, and ARC 332. Co-requisite: ARC 350 4 CR

ARC 408 Architectural Design VII
This course is a continuation of the design studio process with an emphasis on Design Thinking Skills, Applied Research, Accessibility, and on exposing students to alternative design processes. Work may include working with guest critics from the professional design community. Prerequisites: ARC 350 and ARC 407. 4 CR

ARC 417 Integrated Building Systems
This course supports ARC 407, Architectural Design VI, with emphasis on the ability to conceptually design and comprehensively document integrated details of systems within a building. A series of modules that parallel the design studio consists of lectures, work sessions, and critiques that enable the work of Integrated Studio to be developed at a greater level of detail. Prerequisites: ARC 306, ARC 350, Co-requisite: ARC 407. 3 CR

ARC 421 Professional Practice
This course is a summary of the workings of an architectural practice and will explore traditional and innovative methods of running a professional practice. Topics include firm structures and business practices, services provided by architecture firms, various methods of project delivery, contracts and ethics. Prerequisites: ARC 305 and ENG 101. 3 CR

ARC 431 Architectural Theory
This course is a history of ideas regarding our constructed physical surroundings. An intersection of philosophy, analysis, and history, this course begins to answer the question "What is Architecture?" in a rigorous and analytical way in order to allow students to eventually formulate their own theories and to understand the conceptual underpinnings for their own practice. The course aims to give the student both an understanding of the forces that influence architecture and its meanings, as well as the intellectual tools that will enable them to continue to read, analyze, and interpret the physical world. Prerequisites: ENG 102W or ENG 317W and 60 credit hours. 3 CR

ARC 441 Architectural Travel Experience
The travel course is designed to expand the student's knowledge and awareness of the larger world through site visitation, touring, human/environment interaction observation, and written and graphic recording of multiple buildings and landmarks. Possible travel includes Italy, Japan, Canada, and important locations outside of Maine. Upon their return, students will be able to see their own world with different and more architecturally mature "eyes". The course will include a deeper understanding of architectural principles across history thus enriching the student's own design processes as a result. Class may be repeated for credit. Prerequisites: ENG 101, ART 115, ARH 105, and completion of 75 credit hours; or permission of instructor. 3 CR

ARC 486 Topics in Architecture
This course is for students in the Bachelor or Architecture program interested in exploring architecture or architecturally related coursework to satisfy the architecture electives required in the degree. The course would pertain to subject matter in architecture or architectural history not offered in the general program, but pertinent to a specific period, involving a special interest because of current societal norms, or of particular importance in professional practice. Past topics have included Architectural Lighting Design, Historic Preservation, Interior Design, specific periods, or important architects through history, etc. Prerequisites ARC 204 and completion of 60 semester hours, or permission of instructor. 3 CR

ARC 489 Topics in Architecture
(Topic would be indicated.) This course is for students in the B.A. in Architecture program interested in exploring an architecture or architecturally related course to satisfy the 3 credits of architecture electives required in the general program. The course would pertain to subject matter related to design development or other academic advancement in architecture. Examples might include Medieval German Castles, History of Oriental Architecture, Architectural Rendering Techniques, Solar Energy Applications in Northern New England, Architecture and Sensation. Prerequisites: ARC 204 and completion of 60 semester hours. 3 CR

ARC 494 Independent Study Architecture
The purpose of this course is to develop a close faculty/student interchange of ideas and to encourage the student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: ARC 204 and completion of 75 semester hours 1 - 6 CR

ARC 509 Architectural Design VIII: Pre-Thesis
The course covers the selection, research, analysis, programming, and planning of an individual capstone design project continued in the Spring, semester-long, ARC 510 Thesis Capstone course. Students will produce a program notebook covering site, program, code, structural and space research, and requirements for their proposed thesis project. Prerequisites: ARC 408 and ARC 421. Co-Requisites: ARC 431 and ARC 511. 4 CR

ARC 510 Architectural Design IX: Thesis Capstone
This is a semester-long thesis capstone project in which the student will explore, design, and present in-depth their design project selected and researched in ARC 509. All individual presented projects must receive full-time faculty approval. Prerequisites: ARC 509, ARC 511, ART 112, ART 115, ART 140. Co-requisite: ARC 361. 6 CR

ARC 511 Architecture Senior Seminar
The course will act as both a review and a look forward for architecture seniors. Topics will include a review of core teachings: design elements, community, and collaboration, as well as discussion and preparation for professional practice after graduation. The course will center on readings and seminar-like discussions and the consideration and proactive planning of one's career path. Prerequisites: ARC 408 and ARC 421.
Co-Requisites: ARC 509, or permission of instructor. 1 CR

ART HISTORY

ARH 105 History of Art and Architecture I
(This course is cross listed with ARC 111.) Techniques and trends in architecture, sculpture, and painting as related to the history of art from prehistoric times through the Gothic period. Lectures, text, slides, and discussion. Possible museum trip. 3 CR

ARH 106 History of Art and Architecture II
Techniques and trends in architecture, sculpture, and painting as related culturally and socially to the history of art from the Renaissance to modern times. Optional museum trip to Portland Museum of Art. 3 CR

ARH 205 History of Photography I (1830-1930)
A comprehensive survey of photography, its technical innovations, social impact, and the work of photography's major artists. The course deals with photography from 1830 to 1930, from the original discoveries of Daguerre and Fox-Talbot to the Farm Security Administration. 3 CR

ARH 206 History of Photography II (1930-Present)
A comprehensive survey of photography, its technical innovations, social impact and the work of photography's major artists. The course deals with contemporary photographers from 1930 to present including the works of such masters as Weston, Adams, Frank, and White. 3 CR

ARH 274 Modern Art I
An introduction to contemporary art, including the origin and development of cubism and abstract art, the significance of the Bauhaus, the new developments in sculpture and the breakthrough in photography. Prerequisite: ARH 106 OR permission of the instructor. 3 CR

ARH 289 Topics Art History
(Topic would be indicated.) Studies in art history not offered in the general program, but pertinent to a specific period involving a special interest or of particular importance because of current societal norms. Examples might be Art of the Middle Ages; Renaissance Florence; Surrealism; Impressionism & Post Impressionism or Mesoamerican Art. 3 CR

ARH 294 Independent Study in Art History
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: ARH 105, ARH 106, and the completion of 30 semester hours. 1- 6 CR

ARH 312 History of Modern Architecture
(This course is cross listed with ARC 312.) The course will trace the history of modern architectural design by analyzing the impact of past social, environmental and technological forces on expression. The course will focus on 19th and particularly 20th century architecture. The format of the course will be lectures, occasionally by guests, with slides, film, discussion, and several field trips. Prerequisite: ARH 105 OR permission of the instructor 3 CR

ARH 345 American Art and Architecture (17th to 20th Century)
A course in the history of American art and architecture from the crafts of the Indians to the art of the early 20th century. A study in some detail of painting, sculpture, architecture, and domestic arts from the colonial period to World War I. Prerequisite: ARH 105 OR ARH 106 OR permission of instructor. 3 CR

ARH 375 Modern Art II
This course surveys art and architecture from approximately 1945 to the present. Through readings, PowerPoint presentations, class discussions, and field trips students will investigate major figures and movements in the post-World War II art world, with attention to cultural and historical context. Students will develop skills in critical thinking through reading, observation, and research. Prerequisites: ARH 106 and ENG 101, or permission of instructor. 3 CR

ARH 389 Topics in Art History
(Topic would be indicated.) Studies in art history not offered in the general program, but pertinent to a specific period, involving a special interest or of particular importance because of current societal norms. Examples might include: Islamic Art, The Art of China and Japan, Art of Ancient Mesoamerica, Art of Latin America, Postmodern Theories of Art History. Prerequisite: ARH 105 or 106, or permission of the instructor. 1- 6 CR

ARH 394 Independent Study in Art History
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. For baccalaureate degree students, post-Associate of Arts in Art degree students, or others with extensive art history background.
Prerequisite: completion of 60 semester hours. 1- 6 CR

ARH 489 Topics in Art History
(Topic would be indicated.) Studies in art history not offered in the general program, but pertinent to a specific period, involving a special interest or of particular importance because of current societal norms. Examples might include: Renaissance Florence, Surrealism, Art of the Middle Ages, or Mesoamerican Art. For baccalaureate degree students with a minimum of 6 credit hours in ARH. 1- 6 CR

ARH 494 Independent Study in Art History
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. For baccalaureate degree students, post-Associate of Arts in Art degree students, or other with extensive art history backgrounds. Prerequisite: completion of 90 semester hours 1- 6 CR

ART

ART 100 Introduction to Studio Art
A studio course designed specifically for non-art majors who wish to have an introduction to studio experience including an emphasis in self-expression, and an exploration of techniques in drawing, design, painting and/or printmaking. 3 CR

ART 109 Photographic Vision and Digital Discovery
This course is designed for non-art majors. Utilizing the digital camera and related computer imaging software, students will learn the basics of photographic technique and explore how to visualize the 3-dimensional world as a 2-dimensional photographic image 3 CR

ART 112 2-D Design
Fundamentals of 2-D design. Series of exercises and applied problems in visual organization; study includes line, texture, shape, size, space and color theory. This studio course is designed for both the non-Art and Art major. 3 CR

ART 113 3-D Design
Fundamentals of 3-D design. Exercises and conceptual problems in space, form, structure and texture as applied to 3-dimensional organization. This studio course is designed for both the non-Art and Art major. 3 CR

ART 115 Drawing I
Drawing from nature, still life, and the model with an emphasis on accurate observation and recording. The role of drawing in visual communication and creative exploration will also be emphasized. This studio course is designed for both the non-Art and Art major. 3 CR

ART 140 Introduction to Digital Imaging
An introduction to computer-aided image making. The course covers the concepts of color space, image capture and resolution, output options, raster vs. vector imaging, an overview of various software applications, digital manipulation, and an introduction to Adobe Photoshop. 3 CR

ART 143 Color Photography I
This course is an introduction to the theory and image making methods utilized in the medium of color photography. Areas that will be explored include: overview and history of color photography, transparency and color negative films, basic color image-making with E-6, C-41, and RA-4 materials. Prerequisite: familiarity with basic camera functions. 3 CR

ART 202 Electronic Arts I
An introductory class exploring type and image manipulation, sequencing and web based technology. This course will focus on the co-relation of graphic design to society and contemporary art. Students will investigate the importance of organizing dynamic information in an overall grid, developing layouts in a given context and sequencing of image and content for clear visual communication. Course covers various software applications including Adobe Creative Suite.
Prerequisite: ART 112 3 CR

ART 209 Silkscreen and Relief Printmaking
Hand and photo techniques are used to create multiple original images. Traditional edition printing is emphasized with students creating four limited editions. Hand pulled silkscreen printing and press pulled relief prints can be created on a variety of surfaces such as wood, linoleum, Plexiglas, and Masonite. Prerequisite: ART 112 OR ART 115. 3 CR

ART 210 Intaglio Printmaking
Etching, engraving, dry point, acrylic, film and non-etch intaglio techniques are covered. Historically intaglio refers to incised lines, pits, and grooves scratched or etched into metal plates. The plate is inked to create multiple original images. This course focuses on non-toxic techniques. Four limited editions are created. Prerequisite: ART 112 OR ART 115. 3 CR

ART 215 Drawing II
Drawing from nature, still lifes and the model with emphasis on accurate observation and recording. The objectives are similar to ART 115, but with additional emphasis on value (light-dark) rendering. Prerequisite: ART 115. 3 CR

ART 219 Sculpture I
An introduction to a variety of sculptural media and techniques. The development of concepts and expression through the use of sculptural process will be explored. Prerequisite: ART 113 3 CR

ART 221 Painting I
An introduction to painting fundamentals and techniques with an emphasis on the development of perceptual, organizational, and critical abilities. Working primarily in acrylic paint, students learn indirect and direct approaches to making a painting — underpainting, glazing, impasto, etc. — while exploring the expressive potential of paint. Through discussion, demonstration, and practice, the student becomes acquainted with the physical and conceptual problems of traditional and contemporary painting. Prerequisite ART 115. 3 CR

ART 227 Watercolor Painting I
This is a studio course in the fundamentals of watercolor painting. Students will be introduced to a variety of watercolor techniques and materials, both traditional and contemporary. Prerequisite: ART 115. 3 CR

ART 228 Watercolor Painting II
In this course, the student continues to develop an understanding of watercolor painting; i.e., its materials, techniques and esthetics. Both traditional and contemporary approaches will be explored. Prerequisite: ART 227 3 CR

ART 229 Metal Sculpture
A studio class that will introduce the student to various techniques of metal fabrication as it relates to the sculptural process. The student will learn the skills of electric arc and oxyacetylene welding. Utilizing these new skills one will create an assemblage(s) that will confront the formal principles of three-dimensional design and include form/space relationships, structure, texture and surface treatment. Prerequisite: ART 113. 3 CR

ART 235 Photography I
The history, aesthetics, and sociology of basic black and white photography. Areas that will be covered include 35mm camera and lens functions, depth of field, proper exposure techniques, basic B&W film processing and print making, presentation methods, and introduction to photographic aesthetics. Each student will produce a portfolio of final images upon completion of the course. Students must provide their own 35mm camera. Prerequisite: ART 112 or permission of instructor. 3 CR

ART 251 Ceramics I: Introductory Hand-building
An introductory class in the basic techniques of ceramic hand building. The student will receive individual attention as he or she develops five general modes of non-wheel clay working. These forms are slabs, coils, pinch pots, modeling, and slip casting. Prerequisite: ART 112 OR ART 113. 3 CR

ART 261 Creative Bookmaking
An exploration of traditional western case bound binding, traditional Japanese bindings, and contemporary concepts and applications for book creation. Prerequisite: ART 112 OR ART 113. 3 CR

ART 289 Topics in Art
(Topic would be indicated.) Studies in art history not offered in the general program, but pertinent to a specific period involving a specific interest or of particular importance because of current societal norms. Examples might include: Art of the Middle Ages, Renaissance Florence, Surrealism, Impressionism and Post Impressionism or Mesoamerican Art. 3 CR

ART 294 Independent Study in Studio Art
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: completion of 30 semester hours. 1-6 CR

ART 302 Electronic Arts II: Design for Sound, Video and Web
An intermediate class exploring digital recording and editing of moving image, sound and web based technology. This class will explore the history of sound, video and interactive technologies. Students will further investigate type, image and sound in motion. Specifically, examining the importance of organizing dynamic information within a structure, developing rhythmic narrative to achieve intended content. This is a design class - not a software training class. Prerequisite: ART 202, or ART 140, or permission of instructor. 3CR

ART 307 Color and Light
Course includes principles and applications of color theory in contemporary art practice and visual culture and must be taken concurrently with another studio course. Directed applications will be made in the concurrent studio course. Prerequisite: completion of the ART core courses and simultaneous enrollment in another studio class, or permission of instructor. 3 CR

ART 308 Medium and Large Format Photography
This course explores the creative potential, equipment, techniques, aesthetics, and professional practices associated with the use of medium and large-format photography. Creative solutions to assignments will be emphasized via various types of medium and large-format cameras made available for student use. Prerequisite: ART 140, ART 335, or permission of instructor. 3 CR

ART 309 Intermediate Printmaking
Application of basic knowledge of printmaking to individual imagery with an emphasis on the development of technical skills and aesthetic concerns. Prerequisite: ART 209 or ART 210 3 CR

ART 310 Portrait Photography
This course will provide instruction on studio and on-location portraiture. Topics will include types of equipment and its applications, posing the subject(s), framing the subject(s), lighting, and the production of professional quality prints. Prerequisites: ART 140, ART 335, or permission of instructor. 3 CR

ART 315 Drawing III
Advanced studio problems in drawing with an emphasis on the figure, color and combined media. Individual concepts and personal expression developed. Prerequisite: ART 115 and ART 215. 3 CR

ART 319 Sculpture II
A more advanced exploration to a variety of sculptural media, ideas and techniques such as welding, carving and multi-media construction. Prerequisite: ART 219 3 CR

ART 320 Contemporary Studio Practice and Theory
Advanced studio problems will consider notations of time, movement, and space in both two and three dimensions, including utilization of contemporary theory and mediums. Prerequisites: ART 112 and ART 113. 3 CR

ART 321 Painting II
An intermediate exploration of painting fundamentals, materials, and techniques with projects designed to facilitate individual exploration and the development of a body of work. Students are introduced to a range of painting materials and processes—acrylics, inks, collage, mixed media—thereby generating a wide range of imagery. Through discussion, demonstration, and practice, the student becomes acquainted with the physical and conceptional problems of traditional and contemporary painting. Prerequisite: ART 221. 3 CR

ART 330 Wham! Bang! Pow! Graphic Storytelling in Form and Practice
(This course is cross listed with ENG 330 and INT 330.)The purpose of this course is twofold: to investigate critical methods in reading the graphic novel, and to explore the possibilities of creating sequential art through world and image. Throughout the semester, students will engage in in-depth studies of specific graphic novels and will learn numerous art techniques in order to engage in graphic storytelling of their own. Prerequisite: ENG 102w. 6 CR

ART 335 Photography II
Intermediate black and white photography. Areas that will be covered include the history, aesthetics, and sociology of photography; photographic design; exposure contrast filters; using the light meter to control exposure; photographing in low-light situations; intermediate methods of film processing and print making; window mat cutting; the photographic sequence or series; and seeing photographically. Prerequisite: ART 235. 3 CR

ART 340 Documentary Photography
This course will teach students the fundamental skills involved in using photography as a medium to document people, culture, and places. Students will use these skills to research and shoot their own documentary project. Prerequisites: ART 140, ART 335, or permission of instructor. 3 CR

ART 351 Ceramics II: Intermediate Clay Work
A further exploration of ceramic materials and processes. The continued development of the student's aesthetic awareness in clay as both a functional and sculptural art form. Prerequisite: ART 251. 3 CR

ART 394 Independent Study in Studio Art
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. For baccalaureate degree students, post-Associate of Arts in Art degree students, or others with extensive art backgrounds Prerequisite: completion of 60 semester hours, six of which must be in 200-level art courses, OR art faculty approval. 1-6 CR

ART 402 Electronic Arts III, Interactivity
An advanced class exploring topics of interactivity, time-based applications, web based interactivity, sound and integration of computer-based work into broader art contexts. This class will deal specifically with the XXXXXXX programming environment. It's a suitable environment for programming music performances, sound and art installations, animations, and video, particularly for situations involving human-computer interaction. XXXXXXXXXX is an application for writing your own application or for designing interactive programs. Each student in the class will be required to become very fluent in this programming environment and to design and realize artistic projects with it. (Note: XXXXXXX = Max/MSP/Jitter or Troika Tronix's Isadora, both are interactive programming environments.) Prerequisites: ART 202 and ART 302 3 CR

ART 409 Advanced Printmaking
Advanced printmaking techniques and further development of personal imagery and aesthetic.
Prerequisite: ART 309 3 CR

ART 415 Figurative Studies
An advanced class exploring both the historical and contemporary uses of the human figure as subject matter in two dimensional image making. Working from the live model as well as personal source material, students will develop a resolved body of work of significant personal interest exploring narrative and metaphor. Media, which will be determined individually with the faculty's consent, may include drawing, painting, or printmaking. Prerequisites: ART 112 and ART 215 OR permission of instructor. 3 CR

ART 419 Sculpture III
To provide advanced experiences in sculpture utilizing techniques that may include casting, carving and construction. Emphasis on personal expression and understanding the principals of form/space, light shadow, scale/gravity, texture and environment. Prerequisites: ART 219 and ART 319 3 CR

ART 420 Senior Seminar
Emphasis on understanding aesthetics of contemporary art and applications to a personal body of work. A primary aspect of this course is the discussion of each student philosophy and aesthetic influences upon their art in preparation for ART430, Senior Project. Other areas addressed are portfolio development as well as academic and professional options for the Bachelor of Arts graduate. Prerequisite: successful completion of portfolio requirement and art major/senior standing. 3 CR

ART 421 Painting III
An advanced exploration of the material and conceptual language of painting with a focus on the thematic development (subject matter, process and/or concept) of a sequential body of work. The student defines goals, processes and methodology in consultation with the instructor, resulting in an independent project. An engagement in research and discussion about contemporary painting issues is required. Prerequisites: ART 221 and ART 321. 3 CR

ART 430 Senior Project
Preparation and installation of artwork for public exhibition. The student is responsible for securing an appropriate exhibition space and other needs contingent to the exhibition of their work, a paper focused on the influences on the student's art and the work itself, are reviewed by an art faculty committee. Prerequisites: ART 420. 3 CR

ART 435 Photography III
Advanced black and white photography. Areas that will be covered include film exposure and development testing, the zone system method of exposure control, photographic previsualization, advanced film processing and print-making techniques, archival processing and storage, and developing a personal photographic vision. Prerequisite: ART 335 3 CR

ART 451 Ceramics III: Advanced Clay Working
This course is a continuation of the personal growth begun by the student in ART 251 and ART 351.
Prerequisite: ART 351 3 CR

ART 489 Topics in Art
(Topic would be indicated.) Studies in the arts not offered in the general program, but pertinent to a specific period or involving a special interest or of particular importance because of current societal norms. Examples might be Women in the Arts or a study of Black Art. For baccalaureate degree students. 3 CR

ART 494 Independent Study in Studio Art
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. In addition, it is the intent of independent study to afford a student the opportunity for greater in-depth study, in an area, than the curriculum may support. May be repeated for credit. For Bachelor of Arts in Art degree students. Prerequisite: completion of 90 semester hours. 1-6 CR

ART 496 Art Internship
An in-depth study or art/art related professions within the professional work place. This course is designed to give students work-place experience in the field of art. Students spend the academic semester working (job shadowing) at that individual's chosen professional venue gaining real-world experience using their degree obtained skills. Prerequisite: permission of Art program Coordinator. 3 CR

AMERICAN SIGN LANGUAGE

ASL 101 Introduction to American Sign Language I
An introductory course in ASL (American Sign Language). The classroom session will have a very strong focus on ASL conversational skills (expressive and receptive). The foundation of these skills will be based on 800-1,000 signs and the manual alphabet, as well as the use of gesture and mime as communication tools. Readings and discussions about the culture of the deaf community will be
included. 4 CR

ASL 102 Introduction to American Sign Language II
A continuation of ASL101 Prerequisite: ASL 101. 4 CR

AUDIO RECORDING

AUD 219 Introduction to Audio Recording
Development of basic skills in audio recording. Introduction to acoustics and audio electronics. Course includes familiarization with standard audio products, microphone selection and placement, mixing and editing for application to audio, video and film. Prerequisite: permission of the instructor. 3 CR

AUD 294 Independent Study in Audio Recording
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. For associate degree students. Prerequisite: completion of 30 semester hours 1-6 CR

AUD 319 Advanced Audio Technology
The course offers advanced level audio technology education including session procedures, mixing, mastering, audio ear training, industry news and trends, and acoustical theory. Prerequisite: AUD 219, or equivalent experience, and permission of instructor. 3 CR

AUD 394 Independent Study in Audio Recording
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. For baccalaureate degree students or others with extensive audio recording backgrounds Prerequisite: completion of 60 semester hours, six of which must be in 200-level AUD courses, OR music faculty
approval. 1-6 CR

AUD 494 Independent Study in Audio Recording
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. For baccalaureate degree students or others with extensive audio recording backgrounds. Prerequisite: completion of 60 semester hours, 12 of which must be in 200- or 300-level AUD courses, OR music faculty approval 1-6 CR

AVIATION

AVI 120 History of Aviation
(This course is cross-listed with HTY 120.) This course will examine the history of aviation, including the milestones in the history of flight and the events that have influenced modern aviation internationally from 1783 to the present. Historical evidence, such as artifacts and recorded documents, will be examined to document the role aviation has played in world events. The course will explore the political, economic, social, scientific and cultural impacts of aviation. Prerequisite: ENG 101. 3 CR

AVI 141 Private Pilot Ground Training
This course will develop the student's ground based knowledge and experience necessary to prepare for the private pilot (airplane) knowledge test. Subjects covered include: regulations, accident reporting, recommended procedures, navigation, radio communication, weather, aircraft safety, aircraft performance, weight and balance computations, aerodynamics, power plants, aircraft systems, stall and spin awareness, decision making and judgment, and preflight planning. 3 CR

AVI 142 Private Pilot Flight Training
This course prepares the student for the private pilot (airplane, single engine) practical test. The training includes preflight preparation and procedures, airport base operations, takeoffs, landings and go-arounds, performance maneuvers, navigation, slow flight and stalls, basic instrument maneuvers, emergency operations, night operations, and post flight procedures. Prerequisite or Co-requisite: AVI 141. 3 CR

AVI 241 Instrument Rating Ground Training
This course will develop the student's ground based knowledge and experience necessary to prepare for the instrument rating (airplane) knowledge test. Subjects covered include: instrument flight rules (IFR) regulations, appropriate information in the *Aeronautical Information Manual*, the air traffic control system and procedures for instrument flight operations, IFR navigation and approaches, use of IFR enroute and instrument approach procedure charts, aviation weather, safe and efficient operation of aircraft under IFR, recognition of critical weather situations and winds hear avoidance, aeronautical decision making and judgment, and crew resource management. Prerequisites: AVI 142 and sophomore standing. 3 CR

AVI 242 Instrument Rating Flight Training
This course trains students to fly by instruments in low visibility using instrument flight rules (IFR). Students practice navigation, holding patterns, approaches and enroute procedures using IFR. At the conclusion of this course, students will have the proficiency needed to pass the FAA instrument rating practical test. Prerequisites or Co-requisites: AVI 241 and sophomore standing. 3 CR

AVI 320 Aviation Law
An introduction to aviation law covering foundations of US legal system – civil and criminal, constitutional law, federal laws and regulations and international laws and treaties dealing with aircraft, air carriers, aircraft operators, airports and airport disasters. Prerequisites: completion of FAA Instrument Flight Training and Certification. 3 CR

AVI 341 Commercial Pilot Ground Training
This course prepares students for the commercial pilot (airplane) knowledge test. Subjects covered include: regulations, accident reporting, aerodynamics, meteorology, safe and efficient operation of aircraft, weight and balance computations, use of performance charts, significance and effects of exceeding aircraft performance limitations, pilotage, dead reckoning and use of air navigation facilities, decision making and judgment, aircraft systems, commercial airplane maneuvers, procedures, and emergency operations, night and high-altitude operations, understanding and using the national airspace system. Prerequisites: AVI 242 and junior standing. 3 CR

AVI 342A Commercial Pilot Flight Training, Part A
The commercial flight training expands the student's skills and experience to the level mandated by the FAA. This training includes preflight preparation and procedures, airport operations, takeoffs, landings and go-arounds, performance maneuvers, navigation, slow flight and stalls, emergency operations, high-altitude operations, and post flight procedures. The commercial flight training is divided into four parts. This course, Part A, initiates students' training in commercial flight and has a concentration on day and night cross-country operations.
Prerequisite: AVI 142. 2 CR

AVI 342B Commercial Pilot Flight Training, Part B
The commercial flight training expands the student's skills and experience to the level mandated by the FAA. This training includes preflight preparation and procedures, airport operations, takeoffs, landings and go-arounds, performance maneuvers, navigation, slow flight and stalls, emergency operations, high-altitude operations, and post flight procedures. The commercial flight training is divided into four parts. This course, Part B, continues students' training in commercial flight and also concentrates on day and night cross-country operations. Prerequisite: AVI 342A. 2 CR

AVI 343A Commercial Pilot Flight Training, Part 3
The commercial flight training expands the student's skills and experience to the level mandated by the FAA. This training includes preflight preparation and procedures, airport operations, takeoffs, landings and go-arounds, performance maneuvers, navigation, slow light and stalls, emergency operations, high-altitude operations, and post flight procedures. The commercial flight-training curriculum is divided into two courses (AVI 342 and AVI 343). Each of the two courses is divided into two parts (A&B) for a total of four parts. This third part has a concentration on commercial flight maneuvers. Prerequisites: AVI 341 (or concurrently enrolled, AVI 342B (commercial part 2) and junior level. 2 CR

AVI 343B Commercial Pilot Flight Training, Part 4
The commercial flight training expands the student's skills and experience to the level mandated by the FAA. This training includes preflight preparation and procedures, airport operations, takeoffs, landings and go-arounds, performance maneuvers, navigation, slow light and stalls, emergency operations, high-altitude operations, and post flight procedures. The commercial flight-training curriculum is divided into two courses (AVI 342 and AVI 343). Each of the two courses is divided into two parts (A&B) for a total of four parts. This fourth and final completes the student's training in commercial flight and has a concentration on commercial flight maneuvers in single engine airplanes. At the conclusion of this course, students will have the proficiency to pass the FAA's commercial pilot practical test. Prerequisites: AVI 341, AVI 343A, and junior level. 4 CR

AVI 380 Human Factors in Aviation
This course is a study of the human factor in aviation. Human factor issues present the largest threat to safe operation of aircraft; current studies provide investigation into how aircrew can make the difference in aircraft safety. Included in this course are these studies, as well as new trends in arrangement of flight decks for multi-crew aircraft, general aviation updates for single pilot aircraft, and special attention given to crew resource management and team dynamics. Prerequisites: AVI 141 and AVI 142. 3 CR

AVI 389 Topics in Aviation
Topics in the aviation field that are not offered in the regular program but pertinent to aviation for which there is a perceived need or interest. Prerequisites: AVI 142 and permission of instructor. 1-6 CR

AVI 394 Independent Study in Aviation
A course devoted to an independent study or research in aviation in an area not covered in regularly scheduled aviation courses. Prerequisites: AVI 142 and permission of instructor 1-6CR

AVI 420 Homeland Security and Aviation
This is a specialized anti-terrorism course for the Aviation Studies student. The course will be reading intensive and topics will focus on transportation security and include topics such as: internet site analysis, intelligence techniques, risk assessment and pre-incident planning, terrorism objectives, behavior profiling, weapons of mass destruction, post-incident responses, and management of critical incidents. The course is designed to inform the student about the unique environmental challenges posed by airline transportation options and vulnerability assessments of that environment. Prerequisites: completion of Instrument Flight Training course and FAA certification. 3 CR

AVI 441 Flight Instructor and Instrument Instructor Ground Training
This course combines flight instructor and instrument instructor ground training. Students will develop the ground based knowledge and experience necessary to train others to become pilots. Subjects covered include: the fundamentals of instructing and aeronautical knowledge areas for the private and commercial pilot certificates as well as the instrument rating. Students will become familiar with learning styles, teaching approaches and methods, and evaluation procedures. Prerequisites: AVI 343 and junior standing. 3 CR

AVI 442 Flight Instructor and Instrument Instructor Flight Training

This course provides the flight training for students to become flight instructors and instrument instructors. Students will develop the skills and experience necessary to train others to become pilots and to earn an instrument rating. The training includes: fundamentals of instructing, technical subject areas, preflight preparation and lesson development, preflight procedures, airport operations, takeoffs, landings and go-arounds, fundamentals of flight, performance maneuvers, ground reference maneuvers, slow flight, stalls and spins, air traffic control clearances and procedures, flight by reference to instruments, navigation systems, instrument approach procedures, emergency operations, and post flight procedures. At the conclusion of this course, students will be prepared to take the FAA tests for flight instructor certification and instrument instructor certification. Prerequisites or Co-requisites: AVI 441 and senior standing. 3 CR

AVI 450 Aerodynamics and Aircraft Performance
This course introduces students to the physical principles of flight. From first principles of Newtonian mechanics and gas laws, students learn to understand and solve aircraft performance problems that they will encounter operationally, as well as be able to adapt piloting technique to larger and faster aircraft. Prerequisites: PHY 115, MAT 112 and Private Pilot License. 3 CR

AVI 460 Aviation Safety Seminar
This course focuses on the principles and regulatory practices of commercial aviation safety in the United States and worldwide community in the twenty-first century. The course includes regulatory information on CIAO and Safety Management Systems that is essential to the practicing aviation safety professional. Prerequisites: AVI 120 and FAA Commercial Pilot's License. 3 CR

BIOLOGY

BIO 100 Human Biology
Introduces non-biology majors to the basic concepts and principles of biology through studies of the human organism. Laboratory dissections, correlated with lectures and the textbook, provide firsthand observations of organisms and their processes. Conducting experiments and analyzing the data collected ensures experience in the scientific process. Prerequisite: A minimum grade of C in MAT 009 OR appropriate scores on the UMA Placement Test and ENG 101. 4 CR

BIO 104 Introduction to Human Nutrition
Presents the biology of human nutrition principles including study of the digestive system, metabolism, nutrients and nutrient needs through the life cycle, and the relationship between diet and health. Prerequisite: A minimum grade of C in REA 008, ENG 005 or ENG 100 and MAT 009 OR appropriate scores on the UMA Placement Test. 3 CR

BIO 110 General Biology I
Examines the underlying unity of all living things at the molecular and cellular level. Topics include the chemical composition of living matter, cellular organization, metabolism, classic and molecular genetics, and evolution. Prerequisite: Recent chemistry course highly recommended. A minimum grade of C in REA 008, ENG 005 or ENG 100 and MAT 009 OR appropriate scores on the UMA Placement Test. 4 CR

BIO 111 General Biology II
General Biology II provides an introduction to ecology, systematics, and the comparative anatomy and physiology of the plant and animal kingdoms. The course will examine the structure and function of plant and animal organ systems in the framework of evolution. Prerequisite: BIO 110. 4 CR

BIO 114 Principles of Evolution
This course is a basic introduction to the theory of evolution and to the discipline of evolutionary biology. Course topics will, broadly, include the evidence for evolution, history of evolutionary theory, the nature of species and how they interact in ecological systems to drive evolutionary change, the means and outcomes of evolution, how evolutionary theory is applied in science and medicine, and societal reactions to the theory. Prerequisites: an introductory college-level biology course is helpful but not essential. 3 CR

BIO 115 Mammalian Anatomy and Physiology I
This course considers the structure and function of various tissues and organ systems. The laboratory includes dissection of a typical mammalian representative for each system considered. Prerequisite: Admission to A.S. in Veterinary Technology and a minimum grade of C in REA 008, ENG 005 or ENG 100 and MAT 009 OR appropriate scores on the UMA Placement Test. 4 CR

BIO 116 Mammalian Anatomy and Physiology II
This course explores the structure and function of cardiovascular, digestive, excretory, endocrine and reproductive systems. Prerequisite: BIO 115 OR permission of instructor. 4 CR

BIO 202 Biological Basis of Behavior
(This course is cross-listed with PSY 202) This course focuses on biological systems underlying complex patterns of behavior. Topics include the study of body/brain structures and biochemical processes activated during stress, hunger, thirst, sleep, cognition, aggression and violence, sex, and parental behavior and many others. The course targets students pursuing occupations in social science, mental health, justice studies and those entering biology/psychology fields. Prerequisite: BIO 100 or PSY 100 or instructor permission. 3 CR

BIO 204 Nutrition II: Biocultural Perspective on Food and Nutrition
(This course is cross-listed with SSC 204) This course examines a biological, cultural and societal patterns of food consumption and their influence on ethnic identity, growth and health. Topics focus on historical and contemporary food systems and diets, human relationships with food, symbolic meaning of food, essential nutrition, globalization of food, nutritional ecology, under- and over- nutrition crisis and technologies for food production. The course targets students pursuing occupations in food studies and nutrition, social science, as well as those entering biology/nursing fields. Prerequisite: BIO 100 or SSC 100 or instructor permission. 3 CR

BIO 210 Anatomy and Physiology
A study of the structural and functional relationships of the human body systems including concepts of the regulatory process that integrate body cells, tissues, and organs. This course assumes a basic understanding of cellular physiology. Prerequisite: BIO 110 OR recent biology course. 4 CR

BIO 215 Introduction to Human Genetics
This course introduces students to the subject of human genetics, promotes awareness of the implications of genetic research for society and is a foundation for more advanced studies. Prerequisites: BIO 100 OR BIO 110 OR permission of the instructor. 3 CR

BIO 220 Marine Biology
A non-laboratory course emphasizing the classification, biology, and habits of marine organisms, with special consideration given to the Gulf of Maine ecosystem. Geography and geology of the seas will also be discussed to form a contextual basis for the biological aspects of oceanography. Prerequisite: a minimum grade of C in REA 008, ENG 005 or ENG 100 and MAT 009 OR appropriate scores on the UMA Placement Test. 3 CR

BIO 265 Veterinary Microbiology
Cell structure, metabolism, microbial control, infection, immunity, and host parasite relations, infectious disease common to companion pets, large animals and laboratory species. Laboratory study includes microbial culture and properties, techniques, and means of identification. Prerequisite: CHY 108 and BIO 115. BIO 110 highly recommended OR permission of instructor. 4 CR

BIO 280 Introduction to Human Disease
A study of mechanisms by which disease occurs in humans, including the response of the body to disease processes and the effects of these mechanisms on normal function. Covers general principles and responses of specific organ systems. Open to dental hygiene students, others by permission. Prerequisite: BIO 210. 3 CR

BIO 289 Topics in Biology
(Topic would be indicated.) A seminar on selected areas of biological inquiry. Current reviews and original papers will be assigned. Students will make presentations on areas of their particular interest. Offered for associate degree students. Prerequisite: 4 hours of biological science and a minimum grade of C in REA 008, ENG 005 or ENG 100 and MAT 009 OR appropriate scores on the UMA Placement Test. 3 CR

BIO 294 Independent Study in Biology
Provides opportunity for in-depth study of a topic in biology not covered in the same depth in a regular course offering. Requires a faculty sponsor and approval of topic and course of study. May be repeated for credit. Prerequisite: 4 credits in biology and completion of 30 credit hours. 1-4 CR

BIO 310 Biology of Cancer
A one-semester, non-laboratory course in the biology of cancer. Emphasis will be on the underlying processes as opposed to clinical manifestations of the disease. Topics will include tumor viruses, metastasis, and the genetic basis of cancer. Prerequisite: BIO 110. 3 CR

BIO 320 Principles of Genetics
The study of inheritance, the nature of hereditary factors and the mechanisms by which genes are transmitted and expressed. Prerequisite: BIO 110 3 CR

BIO 321 Microbiology
Biological principles as illustrated by micro-organisms, in particular bacteria and viruses. Students will gain command of scientific concepts and models used in the practice of microbiology as well as a detailed understanding of the prokaryotic cell. Consideration is given to microbial structure, metabolism, microbial ecology, the role of micro-organisms in disease including microbial control, infection, immunity, host-parasite relations, and epidemiology. Laboratory emphasis is on the properties of bacteria, techniques, and identification. Prerequisite: BIO 110 OR BIO 210 (a recent chemistry course is highly recommended). 4 CR

BIO 322 Biochemistry
The properties of proteins and enzymes, nucleic acids, carbohydrates and lipids; metabolism and energy production; replication and protein synthesis. Prerequisites: CHY 116, CHY 117 or CHY 211 and BIO 321. 3 CR

BIO 324 Cell Biology
Survey of a wide array of topics focusing on the general properties of eukaryotic cells using a systems approach. Integration of genome, transcriptome and proteome applied to topics including the structure and function of the major cellular organelles, and analyses of cellular processes such as mitosis, endocytosis, cell motility, secretion, cell-to-cell communication, gene expression, oncogenesis and developmental biology. Prerequisite: BIO 210 3 CR

BIO 340 Integrated Anatomy and Physiology II
This course provides a comprehensive understanding of the human body using an organ system-based approach to describe mechanisms that control and regulate homeostasis. Emphasis is placed on cellular and tissue level physiology occurring in each anatomical system. This is a pre-professional course designed for students needing two semesters of human anatomy and physiology. Prerequisite: Minimum grade of "C" in BIO 210. 4 CR

BIO 345 Pathophysiology
This course will examine the physiological basis of diseases including the related cellular dysfunction, the resulting tissue, organ, and system damage and interactions between the damaged organ and other systems. The course will also consider the body's defense systems, compensation mechanisms, and the rationale for treatment.
Prerequisites: BIO 210 and BIO 321. 3 CR

BIO 360 Advanced Forensic Science I
(This course is cross listed with FOC 360.) An in-depth examination of blood grouping procedures for red cell antigens, isoenzymes and serum proteins, identification and typing of body fluids and their stains. The collection, processing, and handling of biological materials in casework will also be addressed. In the laboratory component of the course students work with unknowns designed to simulate biological evidence problems. Prerequisite: BIO 110. 4 CR

BIO 361 Advanced Forensic Science II
(This course is cross listed with FOC 361.) An in-depth examination of topics in modern criminalistics including hair and fiber analysis and comparison, fingerprints, firearms and tool marks, and forensic chemistry. In the laboratory component of the course students will work with unknowns designed to simulate physical evidence problems. Prerequisite: BIO 110 and CHY 115. 4 CR

BIO 440 Immunology
This course covers fundamentals of both innate and acquired immunity. The course will encompass interactions between cells of the immune system in production of immune responses and the molecules in control of these interactions. The course also includes cellular and molecular mechanisms of immunity, including antigen processing and presentation, histocompatibility, T cell and B cell development, initiation of the immune response, and immunological memory. Understanding of immunodeficiency disorder and neoplasm of the immune system, as well as basic understanding of tumor immunology are included. Prerequisites: BIO 321 and BIO 324. 3 CR

BIO 475 Internship in Biology
The internship in biology is designed to give students hands-on experience in the laboratory or field. Requires a faculty sponsor, internship location, approval of internship and plan of study. May be repeated for credit. Prerequisites: 12 credit hours in biology and completion of 60 credit hours. 1-4 CR

BIO 485 Techniques in Molecular Biology
Selected exercises in recombinant DNA technology and related subjects including; nucleic acid purification, gel electrophoresis, PCR (polymerase chain reaction), RFLP (restriction fragment length polymorphism), DNA sequencing, microsatellite genotyping, construction of recombinant DNA molecules, genomic database analysis, primary literature investigation, and scientific presentation. Prerequisite: BIO 320 OR permission of instructor. 5 CR

BIO 489 Topics in Biology
(Topic would be indicated.) A seminar on selected areas of biological inquiry. Current reviews and original papers will be assigned. Students will make presentations on areas of their particular interest. Offered for baccalaureate degree students. Prerequisite: 8 hours of biological science. 3 CR

BIO 490 Perspectives on Global Health
This capstone course focuses on the biology of global health issues in under-developed countries. Topics considered include key health indicators, infant and child health, women's health, nutrition, communicable and non-communicable diseases, and emerging issues in global health. Also considered are prevention and treatment strategies, the relationship between culture and health, and the role of humanitarian organizations in addressing health issues. This course includes a service learning component with international travel. Prerequisites: permission of instructor and 60 credits completed to include BIO 110, BIO 210, BIO 321, 3 credits upper level Biology, 8 credits chemistry. 3 CR

BIO 494 Independent Study in Biology
Provides opportunity for in-depth study of a topic in biology not covered in the same depth in a regular course offering. Requires a faculty sponsor and approval of topic and course of study. May be repeated for credit. Prerequisites: 8 credits in biology and completion of 60 credit hours. 1-4 CR

BIO 495 Biology Research Laboratory
The Biology Research laboratory is designed to expose advanced science majors to state of the art scientific research. Research projects in Genetics, Microbiology, Microbial Ecology, and Environmental Science will be performed in a laboratory setting. Students will learn to problem solve and work independently while obtaining critical thinking, technical, and research skills through assigned projects. Prerequisites: 12 credit hours of biology and departmental approval. May be repeated for credit. 1-6 CR

BUSINESS

BUA 100 Introduction to Business
A survey of the business and management functions found in modern organizational environs. Course objectives are to provide a career orientation for students and a content foundation for future courses. 3 CR

BUA 101 Financial Accounting for Management and Decision Making
An introductory course emphasizing the understanding of financial statements. Students will learn how to prepare, read, interpret, analyze and communicate financial information for making business decisions. Topics covered include a user perspective of the balance sheet, income statement, equity statement, cash flows statement, and their related accounts. Prerequisite: MAT 030 OR permission of instructor. 3 CR

BUA 151 Personal Financial Planning
A study of the process that one can use to develop a lifetime financial plan. The facts of the financial life and the choices available will be studied. 3 CR

BUA 201 Intermediate Financial Reporting I
An in-depth study of accounting theory and practice in the preparation, interpretation, communication, and analysis of financial statements. Emphasis is on understanding of Generally Accepted Accounting Principles and the analysis of financial information in making decisions. Topics are focused on balance sheet assets. Prerequisite: BUA 101. 3 CR

BUA 202 Intermediate Financial Reporting II
This is the second course providing an in-depth study of accounting theory and practice in the preparation, interpretation, communication, and analysis of financial statements. Emphasis is on understanding Generally Accepted Accounting Principles as well as the analysis of financial information in making business decisions. Topics are focused on liabilities, equity and income statement analysis. Prerequisite: BUA 201. 3 CR

BUA 210 Fundamentals of Life and Health Insurance
Current issues in life and health insurance are discussed. An introduction and overview of the role of life and health insurance in business and personal financial planning will be presented. Emphasis will be placed upon review of material that is part of the State of Maine License Examination. Life and health underwriting, rate making, claim settlement and reinsurance will also be studied. Prerequisite: MAT 030 OR permission of instructor. 3 CR

BUA 211 Accounting for Management Decisions
This course focuses on financial decision making at a management level. Topics covered include relevancy of information, internal financial statement analysis, inventory management, performance measurement, cost analysis, budgeting, and management decision making. Prerequisite: BUA 101 OR permission of instructor. 3 CR

BUA 215 Principles of Banking
This introductory course explores all aspects of banking. Topics include the evaluation of U. S. banking, bank organizations, and the Federal Reserve functions, banking documents and language, regulation, examination, and control of banks. This should be the first course taken in the bank sequence, as it is intended to provide a good foundation for further bank courses. 3 CR

BUA 216 Consumer Lending
This course provides a thorough presentation of the consumer credit function. Topics include the consumer installment credit market, regulation of consumer credit, the lending process, loan pricing, collections, and management of the consumer credit function. The purpose is to provide the student with a thorough understanding of the consumer credit function and its significance within the scope of the banking organization. 3 CR

BUA 217 Commercial Lending
This course focuses on the commercial lending process, its organization and relationship to bank profitability. Topics covered include loan interviews and credit investigations, the "Five Cs" of commercial lending, loan structure and documentation, and identification and prevention of problem loans. A major purpose of the course is to provide the student with a thorough understanding of the commercial credit function and its significance within the scope of the banking organization. 3 CR

BUA 222 Fundamentals of Property and Casualty Insurance
Current issues in property and casualty insurance are discussed. An introduction and overview of the role of property and casualty insurance in business and personal financial planning will be presented. Emphasis will be placed upon review of material that is part of the State of Maine License Examination. Property and casualty underwriting, rate making, claim settlement and reinsurance will also be studied. Prerequisite: MAT 030 OR permission of instructor. 3 CR

BUA 223 Principles of Management
(This course is cross listed with JUS 223 and POS 223) A comprehensive study of management in public and private sectors. The influence of human, social and political factors is integrated with treatment of manager's structural and technical processes. Analyses focus on such theories as planning, controlling, decision making, organizational design, administrative skills, communications and information systems. Prerequisite: ENG 101 should be taken prior to or concurrently with this course. 3 CR

BUA 230 Business Law
An examination of fundamental legal concepts and their application to the business community. Among the topics discussed are the evolution of law and its underlying conceptual framework from which legal rules and principles of business develop. Selected legal cases will be critically analyzed and discussed. 3 CR

BUA 241 Marketing for Small Business
This course examines the aspects of marketing with emphasis on specific applications dealing with small business. The course content will build from the fundamentals of marketing. 1.5 CR

BUA 242 Finance & Control Small Business
This course examines the many aspects of the finance function in the operation of a small business. Among the many areas to be covered will be financial planning, sources of money, budgeting, ration analysis and break-even analysis. Small business cases and problems will be used to supplement the discussion of the various financial topics. Prerequisite: BUA 101 OR permission of instructor. 1.5 CR

BUA 243 Forming the Small Business
A study of the process for identifying, evaluating and developing opportunities to create or acquire an owner-managed business. The course will cover approaches to personal assessment of entrepreneurial skills and interests, development of the business plan, methods of financing, options for the legal structure of the business, and other tasks associated with initiating the venture. Prerequisite: BUA 101 OR 242 OR permission of instructor. 3 CR

BUA 244 Management and Legal Issues for Small Business
A study of management based on the premise that today's managers require practical, field tested information concerning managerial problems and opportunities. Emphasis is placed on the managerial activities needed for the successful operation of small organizations including coverage of the important legal issues impacting small business.
Prerequisite: BUA 223. 3 CR

BUA 252 Business Ethics
(This course is cross listed with PHI 252.) This course introduces students to ethical theory by way of specific ethical debates from the field of business. The ethics of "downsizing", globalization, drug testing, advertising, and whistleblowing, among other topics, will be discussed. These debates will illuminate some of the theoretical principles that we use to evaluate right and wrong. We will examine the shortcomings and advantages of each theory, as well as critically examine the basis of business. Students will acquire an understanding of these philosophical approaches to ethics and develop their dialectical and critical thinking skills. Prerequisite: ENG101. 3 CR

BUA 253 Principles of Investments
Introduction to and evaluation of the various types of investments in terms of their risks and potential returns. The functions of the stock market and its behavior are examined. Prerequisites: BUA 101 and BUA 211. 3 CR

BUA 259W Strategic Management for the Small Business
A capstone course designed to integrate the course work in the business administration associate's degree management option. Special emphasis will be placed on small business management principles. Students will research and write a business plan tailored to their interests. This course qualifies as a small business elective.
Prerequisites: BUA 211 and BUA/JUS/POS 223. 3 CR

BUA 276 Taxation
This course will acquaint students with tax laws with an emphasis on income tax strategies related to individuals and small businesses. Topics include the theory of taxation, types of taxation, filing requirements, gross income, exclusions, deductions, exemptions, tax credits, and tax planning. Comparisons between individuals, partnerships, and corporations will be made.
Prerequisite: BUA 101 or permission of instructor. 3 CR

BUA 285 Customer Service and Telecommunications
This course incorporates academic components to broaden the skills that are essential for customer service. It also provides the opportunity for students to explore major issues in the field of telecommunications and how to incorporate telecommunications in designing customer service systems. 3 CR

BUA 286 QuickBooks
This course is an introduction to the QuickBooks accounting information system software and will provide students with a working knowledge of software's primary accounting modules. Prerequisite: BUA 101. 1 CR

BUA 289 Topics in Business
(Topic would be indicated.) An intensive study of the thoughts of great business people or of some of the business trends ideas or problems. The course can cover areas not normally explored in other business courses. For students in associate degree programs. 1-6 CR

BUA 294 Coop Education/Field Experience
A work experience that integrates classroom theory with practical experience in a job directly related to the student's academic program. The preplanned work experience may be suitable paid and/or volunteer work. Both academic and work supervision will be provided. Prerequisites: completion of 30 credit hours credit and program faculty approval. 3-9 CR

BUA 301 Government and Not-For-Profit Accounting
An examination of the accounting principles used by not-for-profit organizations. Accounting and reporting concepts, standards and procedures and evaluating and interpretation of data will be looked at. This course may be used as an upper-level accounting elective. Prerequisite: BUA 101 OR permission of instructor. 3 CR

BUA 303 Management Information Systems
(This course is cross listed with CIS 303.) This course emphasizes the use of information technology in managing organizations. Topics include fundamentals of MIS, decision theory, problem solving, information systems development from the manager's perspective, MIS applications, competitive uses of information technology, information resource management, and electronic commerce. The management case approach will be used to analyze MIS situations. Prerequisite: CIS 100 OR CIS 101 OR CIS 135 and BUA/JUS/POS 223, OR permission of instructor. 3 CR

BUA 310 Insurance and Risk Management
Covers the discovery and realization of existing risks and the analysis of probability and seriousness of these risks. Also considers methods of dealing with risks and the implementation and evaluation of meeting various risks through transfer to particular types of insurance such as property, liability and life and health. Prerequisite: BUA 223 OR permission of instructor. 3 CR

BUA 315 Applied Statistics and Data Analysis
(This course is cross listed with MAT 315) Students will have the opportunities to formulate hypotheses, collect data via a questionnaire to test those hypotheses, code, and transcribe data into an SPSS program, use SPSS for statistical analysis, and present the results in a research paper format. The student will be exposed to more advanced statistical methods of analysis (e.g., ANOVA, Regression). [Note: SPSS=Statistical Package for the Social Sciences] Prerequisite: MAT 115 and a working understanding of Windows. CIS 100 or CIS 101 recommended. 3 CR

BUA 343 Advanced Accounting I
A study of a variety of advanced accounting topics such as the accounting for foreign currency transactions and translations, partnerships, bankruptcy, state and local government, not-for-profit entities, financial statement analysis, estates, and trusts. Discussion includes the requirements for financial reporting by the Securities Exchange Commission, U.S. Accounting Standards, and International Accounting Standards. Prerequisite: BUA 202. 3 CR

BUA 345 Cost Management I
This course examines the fundamentals of accounting and cost management for product and service costs including a detailed analysis of materials, labor, overhead, internal service departments, customer profitability, and value chain management. Cost accounting systems analyzed include job order costing, process costing, joint product costing, and activity-based cost management with an emphasis on information needed for making management decisions. Prerequisite: BUA 211. 3 CR

BUA 351 Investment Management
The institutional structure of the securities markets is described. Modern portfolio theory is analyzed, as it relates to the behavior of securities markets and to an investors optimal selection of a portfolio. Methods of analyzing and valuing fixed-income securities, equity securities, and derivative assets (options, future contracts, etc.) are studied. The practice, principles and performance evaluation of portfolio management are investigated. How the investment function relates to the other business decisions of the company is examined. May be used as an upper-level accounting elective. Prerequisites: MAT 111 and BUA 357. 3 CR

BUA 355 Introduction to Operations Research
(This course is cross listed with MAT 355.) This course is concerned with linear programming, integer linear programming, and a variety of useful application areas. These include transportation problems, assignment problems, transshipment problems, make or buy problems, blending problems, staff scheduling problems, equipment acquisition problems, production routing problems, and others chosen to demonstrate the great flexibility of the procedures and the very diverse range of problems and issues that they have been use to illuminate. Students solve problems graphically and with software, with an emphasis on sensitivity analysis and a thorough grasp of the analytical depth available from these models. Prerequisite: MAT 113. 3 CR

BUA 357 Business Finance
The use of data to reach business financial decisions. The concepts of projecting data for decision purposes is emphasized. Short- and long-term sources of financing, ratio analysis, leverage, break-even, capital budgeting, working-capital management, investments and dividend policy all are examined. Prerequisites: ECO 201 OR ECO 202 and BUA 211, OR permission of instructor. 3 CR

BUA 360 Operations Management
(This course is cross listed with MAT 360.) This course covers a range of formal models and techniques widely used in modern business. Topics include decision theory, project management (PERT/CPM), inventory models, waiting line models, and simulation. Prerequisites: MAT 113 and MAT 115. 3 CR

BUA 361 Human Resource Management
(This course is cross listed with POS 361.) The management of human resources in both public and private sectors. Planning recruitment, training, compensation administration and legal and social responsibilities are analyzed for the student interested in personnel administration in a wide range of organizational structures. Prerequisite: POS/JUS/BUA 223. 3 CR

BUA 362 Labor-Management Relations
(This course is cross listed with POS 362.) The labor-management systems of the private and public sectors are surveyed from the interdisciplinary perspective of modern industrial relations by analyzing three aspects. The nature and characteristics of labor-management relation are considered from such perspectives as the structural, historical, international, legal, psychological, and economic. Contract administration process and such issues as wages, economic supplements, institutional rights, and administrative rules. The two aspects are applied in a simulated collective bargaining exercise. Designed for students interested in labor-management relations in business, educational engineering, food service, government, health service, and social welfare organizations. Prerequisite: BUA/JUS/POS 223. 3 CR

BUA 365 Organizational Behavior
(This course is cross listed with POS 365.) An analysis of the interaction between individual and work group behavior leadership styles and organizational cultures. Applications of behavioral sciences are made in areas of motivation and influence, structure of work, leader group relations and organizational design and change. Emphasis is on application of theory in case studies and simulations. Prerequisite: BUA/JUS/POS 223. 3 CR

BUA 369 Marketing
This course is an introduction to the principles of marketing. Strategy and planning considerations are covered. Emphasis is on buyer behavior, the employment of the marketing mix to successfully reach that buyer, and the environment of marketing. Attention is paid to the goods, service, and not-for-profit sectors. Care is taken to address both similarities and differences among the sectors. This course makes use of numerous illustrations and examples. Prerequisite: PSY 100. It is recommended that ENG 101 be taken prior to or concurrently with this course. 3 CR

BUA 376 Advanced Taxation
This course deals with advanced topics of federal taxation. Topics include complex property transactions; the alternative minimum tax; corporate taxation of income, distributions, accumulations, S corporations partnerships; tax exempt entities; international taxation; gift, estate and trust taxation. Prerequisite: BUA 276. 3 CR

BUA 379 Accounting Information Systems
The relationship and distinctions between accounting information systems (AIS) and the total management information system (MIS) environment are examined. Collection, categorization, storage, presentation, and the use of accounting data within the systems context is emphasized. Major emphasis is on computerized AIS with the objective being how the accounting information leads to sound decision making. Prerequisites: CIS 101 OR CIS 135 and BUA 111, or permission of instructor. 3 CR

BUA 387 Fraud Examination
Fraud examination will cover the principles and methodology of fraud detection and deterrence. The course includes such topics as fraud prevention, fraud detection, fraud investigation, management fraud, and other types of fraud. Prerequisites: BUA 101 and BUA 211, or permission of instructor. 3 CR

BUA 420 International Business
An examination and analysis of the international business environment. Topics covered include international trade, legal and regulatory framework, strategic planning for the international business, international management and international marketing. Prerequisites: BUA/JUS/POS 223, BUA 357, BUA 369, ECO 201, and ECO 202. 3 CR

BUA 448 Auditing, Assurance and Consulting Services
This course emphasizes the practice of public accounting as it pertains to audits and other services that comply with the standards of the American Institute of Certified Public Accountants. Topics include: the need for audits and other public services, audit planning, risk analysis, audit evidence, internal control including the internal audit function, audit reports, ethical standards, and legal liability. Prerequisite: BUA 202. 3 CR

BUA 450 Data Mining
(This course is cross-listed with CIS 450) This course in data mining techniques is designed for both computer information systems majors and business administration majors. In this course, students will explore and analyze data to support business intelligence applications. Methods used include cluster analysis, decision trees, classification of data, estimation and prediction, and association techniques. The goal of data mining is to take data and convert collected data into information readily usable by business managers to determine buying behavior, fraud detection, database marketing, market basket analysis, and information management. Prerequisite: MAT 115, and either BUA 355 or CIS 330, or permission of instructor. 3 CR

BUA 458 Accounting Seminar
This course is designed to acquaint the advanced accounting student with a variety of current topics in accounting theory and practice. The course will cover the development of accounting standards, current accounting pronouncements, and recent controversies in financial reporting. Recent trends and issues facing the accounting profession will be analyzed and discussed. Specific content will be based on relevant topics and accepted standards in the accounting profession. Prerequisites: BUA 202 and senior standing. 3 CR

BUA 459 Seminar in Strategy and Policy Planning
This course is the capstone course for graduating business administration students. This challenging course focuses on how firms formulate, implement, and evaluate strategies. Strategic management concepts and techniques are studied. Students use all the knowledge acquired from prior business courses, coupled with new strategic management techniques learned, to chart the future direction of different organizations. The major responsibility of students in this course is to make objective strategic decisions and to justify them through oral and written communication. Prerequisites: BUA 357, BUA 369, and senior standing. 3 CR

BUA 487 Advanced Fraud Examination
This course is designed to provide advanced coverage of fraud examination topics. Areas of coverage include fraud prevention and deterrents, financial transactions and fraud schemes, investigation and the laws related to fraud. 3 CR

BUA 489 Topics in Business
(Topic would be indicated.) Timely topics in small business will be examined. Readings and cases will supplement the topics under discussion. The material will have broad applicability for the student interested in small business ownership/management. A listing of the topics to be covered in any particular semester will be available as part of the semester course guide. 3 CR

BUA 495 Business Internship
The internship experience affords the student a hands-on experience within a business organization. Students of good academic standing who are judged mature enough for this experience are eligible for this program. It is expected that the majority of the course work for your major would be completed. 3-12 CR

CHEMISTRY

CHY 100 Fundamentals of Chemistry
A course that considers the basic principles and concepts of chemistry. Laboratory exercises introduce the student to basic laboratory techniques and illustrate the concepts introduced in lecture. This course is designed as an elective for non-science majors or as an introductory course for those who have not studies chemistry and plan to take other science courses. Co/Prerequisite: MAT 030 4 CR

CHY 108 Allied Health Chemistry
Basic principles of general, organic, and biochemistry are covered. Organic structures and functional groups are introduced. Topics in biochemistry include carbohydrates, lipids, proteins, nucleic acids, and enzyme action. High school chemistry is recommended. Prerequisite: a minimum grade of C in REA 008, ENG 005 or ENG 100 and MAT 009 OR appropriate scores on the UMA Placement Test. 4 CR

CHY 115 General Chemistry I
A study of the major principles and concepts of chemistry. Topics include unit systems and definitions, stoichiometry, chemical reactivity, gas laws, thermochemistry, atomic structure, and periodic relationships. Laboratory work introduces laboratory techniques and illustrates lecture topics. This course is intended for students pursuing further study in the sciences. Prerequisite: recent chemistry course, MAT 030 or appropriate scores on the UMA Placement Test. 4 CR

CHY 116 General Chemistry II
A continuation of CHY 115. Topics include bonding theory, properties of solutions, the solid and liquid state, reaction kinetics, equilibrium, acid-base theory, and an introduction to nuclear chemistry. Laboratory work illustrates topics discussed in class. Prerequisite: CHY 115, MAT 111 or appropriate scores on the UMA Placement Test. 4 CR

CHY 117 Introduction to Organic and Biochemistry
A study of the principles and concepts of organic and biochemistry for students pursuing programs in allied health sciences. Topics covered include the structure and reactivity of organic compounds, biological molecules, and an introduction to metabolism. Laboratory work illustrates topics discussed in class. Not intended for students pursuing medical, pharmacy, veterinary, or dental programs. Prerequisite: Previous chemistry course. 4 CR

CHY 211 Organic Chemistry I
Structure, properties, and reaction mechanisms of the principal classes of carbon compounds. Laboratory work is designed to emphasize principles discussed in lecture. Prerequisite: CHY 116 4 CR

CHY 212 Organic Chemistry II
This course is a continuation of CHY 211. It continues on the chemistry of carbon compounds by discussing new functional groups, ketones, aldehydes, carboxylic acids, amines and amino acids along with related topics such as NMR spectroscopy. Prerequisite: CHY 211 or equivalent. 4 CR

CHY 294 Independent Study in Chemistry
This course provides an opportunity for in-depth study of a topic in chemistry not covered in the same depth in a regular course offering. A faculty sponsor and approval of the topic and course of study is required. Prerequisites: 4 credit hours in chemistry and completion of 30 credit hours. 1-6 CR

CHY 389 Topics in Chemistry
(Topic would be indicated.) A course devoted to subject areas in chemistry not among the regularly scheduled chemistry offerings. Prerequisite: to be determined at the time of topic approval. 3-4 CR

CHY 494 Independent Study in Chemistry
This course provides an opportunity for in-depth study of a topic in chemistry not covered in the same depth in a regular course offering. A faculty sponsor and approval of the topic and course of study is required. Prerequisite: 8 credit hours in chemistry and completion of 60 credit hours. 1-6 CR

COMPUTER INFORMATION SYSTEMS

CIS 100 Introduction to Computer Applications
This course presents computing concepts and technology, and introduces students to productivity applications used in the work place, such as E-mail, the Internet, word-processing, spreadsheets, database management systems, and presentation graphics. Students acquire skills by means of intensive, hands-on work in a computer laboratory. Students can take a CLEP test to waive CIS 100. 3 CR

CIS 101 Introduction to Computer Science
This course provides an overview of computer science. Topics include algorithms, structured programming, expression evaluation, information coding, computer operations, software, networking, the object-based paradigm, the relational model, the information systems development life cycle, and human and organizational factors in information systems. CIS 101 is a foundation course for the CIS degree and a prerequisite to other core courses. Lecture and laboratory. 3 CR

CIS 110 Programming Fundamentals
This course provides will serve as the initial introduction of programming concepts and techniques to non-programmers. The course will focus on the key concepts common to solving problems by algorithmic thinking, and to the fundamental concepts and techniques common to all high-level programming languages. The course will be taught using a command line version of the Python programming language. 3 CR

CIS 131 Web Applications
A practical, hands-on introduction to the design and development of a website, this course introduces students with little to no experience in web scripting to the concepts, syntax, and structure of XHTML. The course will also include an introduction to Cascading Style Sheets (CSS), an important presentation initiative, and Universal Design, the process of incorporating accessible design features into web pages. The final project-based assignment will assess the comprehensive process of designing, developing, and publishing a personal or professional site on a web server. 3 CR

CIS 135 Introduction to Information Systems & Applications Development I
This course provides an introduction to information systems development, including topics such as object-oriented development and relational databases. As a result of taking this course, students will be able to develop a small office application by adapting an office productivity package, such as a database and/or spreadsheet, and integrating Web technology. Students will work both individually and in groups to specify requirements and develop solutions that enhance productivity and managerial decision making. Prerequisite: MAT 111 OR appropriate scores on the UMA Placement Test. Students are assumed to have the equivalent of CIS 100. 3 CR

CIS 210 Programming Concepts
This course provides an elementary treatment of program control structures and data, file and object structures used to develop software. Topics include structured programming; program verification; data structures including arrays, lists, and stacks; objects; and indexed files. This course is designed to fulfill the CS1 requirement in the ACM computer science curriculum. Prerequisite: CIS 101 or permission of instructor. 3 CR

CIS 212 Introduction to Visual Basic Programming
In this introductory programming concepts course, students will gain an understanding of logic, flow control, and object-oriented structures as well as hands-on experience in developing interfaces, objects, and controls using a variety of design approaches. Visual Basic introduces and applies concepts of object-oriented, event-driven, structured programming to create end-user mobile, web, office, and database applications. Prerequisites: CIS 101 and CIS 110. 3 CR

CIS 214 Introduction to Java Programming
The course is an introduction to O-O programming using JAVA. The course has a structured laboratory component. Students will learn to design and implement a graphical user interface and be introduced to Internet programming.
Prerequisites: CIS 101 and CIS 110. 3 CR

CIS 215 Introduction to C++ Programming
This course presents an introduction to the object oriented version of the C programming language, C++. The course will address object-oriented program design issues as well as the tools and techniques of application of C++. Students will read and write programs dealing with data structures and a variety of other topics. Prerequisites: CIS 101 and CIS 110. 3 CR

CIS 216 Programming in C# and .NET
This course examines object oriented programming, using the .NET programming language C#. Students will learn to create CLI compliant programs. Programming in C# will be contrasted with Object-orient programming in other languages.
Prerequisites: CIS 101 and CIS 110 or permission of the instructor. 3 CR

CIS 220 Information Technology Hardware and Systems Software
This course provides in-depth coverage of computer, network and operating systems principles found in computing systems. Topics include systems architecture for single-user, central and networked computer systems; and structure of single and multi-user operating systems. Prerequisite: CIS 101. 3 CR

CIS 221 Linux
This course introduces students to the Unix operating system. Topics covered include Unix commands and syntax; script programming; and file management. The course will also cover a number of application programs that have come to be part of Unix, including editors, electronic mail processing programs, and message-passing programs. An introduction to Unix system administration, including process and user management, will be presented. Students will work with Unix in a multi-user computer environment. Prerequisite: CIS 101. 3 CR

CIS 225 Introduction to Health Informatics
(This course is cross listed with NUR 225.) This course will provide students with a survey of topics in the health informatics area. Examining computer's emerging roles in the delivery, management and analysis of health care, and how it impacts all stakeholders in the healthcare arena. Competency skill sets include: Analytic/Assessment of medical information (both spatial and non-spatial) Systems Analysis and modeling and Project Management. Prerequisite: CIS 100, or permission of instructor. 3 CR

CIS 231 Java Script
This course is a hands-on study of the underpinnings of the World Wide Web. Students will create complex Websites using HTML 3.2 tags and JavaScript. Multimedia enhancements, such as graphics, animations, audio and video will also be explored. Prerequisite: CIS 131. 3 CR

CIS 240 Networking Concepts
This course provides an introduction to telecommunications and networking. Topics covered include basic terms, concepts, equipment, protocols, and standards; network evolution and architecture; public and local networks; data security; the economics of network communication; network services; and the impact of data networks. Prerequisite: CIS 101 and MAT 030 or higher. 3 CR

CIS 241 Routing and Switching
This course describes the architecture, components, and operations of routers and switches in a small network. Students learn how to configure a router and a switch for basic functionality. Students will be able to configure and troubleshoot routers and switches common issues with RIPv1, RIPng, single area and multi-area OSPF, virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks. Prerequisite: CIS 240. 3 CR

CIS 243 Web Applications Programming: XML
This hands-on XML programming course is designed to provide the student with a theoretical foundation and applied skills required to use XML (eXtensible Markup Language) as a Web publishing and data management tool. Students explore the history of XML and its role in B2B (Business to Business) applications. Prerequisites: CIS 131 and CIS 135. 3 CR

CIS 245 Wireless Networking
This course covers theoretical and practical information related to planning, designing, installing and configuring wireless LANs. This course provides an in-depth coverage of wireless networks with extensive coverage of IEEE 802.11b/a/g/n implementation, design, security, and troubleshooting. Prerequisite: CIS 240. 3 CR

CIS 250 Web Animation
Reviews and explores the types of Web media created in Adobe Flash. Adobe Flash is a multimedia platform used to add animation, video, and interactivity to web pages. Flash manipulates vector and raster graphics to provide animation of text, drawings, and still images. It supports bidirectional streaming of audio and video, and it can capture user input via mouse, keyboard, microphone, and camera. Flash contains an Object-oriented language called Auction Script. Students will acquire proficiency skills by intensive hands-on work in a computer laboratory. Prerequisite: CIS 131. 3 CR

CIS 251 Web Authoring Tools
Participants will explore the Web page development from the planning and design stage through site publications. Students will incorporate end-user analysis and profiling to design a site that meets the expectations of the target audience. Students will review current design specifications to create sites that follow the Web 2.0, Web 3.0, etc. standards. Students will utilize open source graphics editor that specializes in reading text, graphics, and for use on the Web, to manipulate graphics and advanced Web design elements. Prerequisite: CIS 131. 3 CR

CIS 255 Database Design
This course is an introduction to relational database design and structured query language. The student will learn the principles of database design to include database modeling, normalization through 3rd Normal Form and then will learn basic ANSI Standard Structured Query language to interface with a database. Application interface to the database will be demonstrated. Prerequisite: CIS 101. 3 CR

CIS 280 Internship
Students will spend part of one year working within an organization on a problem whose solution involves information systems technology. May be repeated for credit. Prerequisite: permission of instructor. 3 CR

CIS 289 Topics in Computer Information Systems
(Topic would be indicated.) A course devoted to a topic or topics in computer information systems not covered in regularly scheduled CIS courses for which there is a perceived need. Prerequisite: permission of instructor. 3 CR

CIS 294 Independent Study in Computer Information Systems
A course devoted to an independent study in computer information systems in an area not covered in regularly scheduled CIS courses. 3 CR

CIS 303 Management Information Systems
(This course is cross listed with BUA 303.) This course emphasizes the use of information technology in managing organizations. Topics include fundamentals of MIS, decision theory, problem solving, information systems development from the manager's perspective, MIS applications, competitive uses of information technology, information resource management, and electronic commerce. The management case approach will be used to analyze MIS situations. Prerequisite: CIS 100 OR CIS 101 OR CIS 135 and BUA/JUS/POS 223, OR permission of instructor. 3 CR

CIS 312 Advanced Visual Basic Programming
An advanced course in Visual Basic which emphasizes more complicated application development and detailed treatment of topics such as databases, ActiveX Controls, client/server, and Web use. Prerequisite: CIS 212 or equivalent. 3 CR

CIS 314 Advanced Java Programming
This course will provide students with advanced knowledge of the Java programming language (JDK 1.2). The course will first concentrate on advanced principles such as events, exception handling, inheritance, interfaces, and inner classes before moving on to explore some advanced JDK libraries. These libraries will relate to the following topics: Swing, advanced graphics, multimedia, networking, security, RMI, threads and database connectivity. Prerequisite: CIS 214. 3 CR

CIS 315 Software Quality Assurance
Software Quality Assurance consists of monitoring the software engineering processes and methods used to ensure quality. This course surveys the methods and tools for accomplishing this task. The course also examines how configuration and build management are involved in producing professional software. Prerequisite: CIS 214 or 215 or 216 or permission of the instructor. 3 CR

CIS 330 Systems Analysis
This course provides the study of methods used in analyzing needs for information and specifying requirements for an application system. Topics covered include the concept of the system life-cycle, the iterative nature of the process of analysis and design, and the traditional and object-based methodology for developing a logical specification for a system. Prerequisites: CIS 101, CIS 110, and CIS 240. 3 CR

CIS 333 Web Programming: PHP
This hands-on PHP Programming course is designed to provide the student with a theoretical foundation and applied skills required to use PHP as a Web publishing and data management tool. An integrated approach to Web development ties it to the HTML and CSS environments and establishes PHP's place in the Web Development process. Functional examples and comprehensive hands-on lab activities will reinforce the concepts presented. Prerequisites: CIS 131 or permission of instructor. 3 CR

CIS 334 PHP and MySQL
The integration of the PHP programming language with MySQL database technology enables PHP developers to build database-enabled Web applications. During the course, students will walk through the development of a complete social media site, learning to write secure scripts that allow visitors to add information and dynamically display filtered data from a MySQL database. At the end of the class, student will have reusable code templates to create dynamic, database driven Web applications. Prerequisite: CIS 333. 3 CR

CIS 338 Content Management Systems (CMS)
This course will survey the most popular Content Management Systems (CMS) and provide practical experience in one of the most commonly used systems (i.e. Drupal, Joomla, or WordPress). Through assigned readings, discussion forums, PowerPoint presentations, and hands-on application training, the student will be introduced to the essential concepts of content management on the web and learn to use the tools related to web content management from an applied perspective. Prerequisites: CIS 101, CIS 131 and CIS 135. 3 CR

CIS 339 Web Development Frameworks
This course surveys both client-and server-side Web application frameworks, such as Twitter Bootstrap, Angular JS, and CakePHP, as well as other tools that streamline the front-end development process. Students research contemporary Web technologies and discuss relevant Web design and development topics. Step-by-step instructions are provided to develop a site in a specific framework (to be announced each semester). Students will plan an individual topic-based site and develop it using the framework explored in the class. A solid understanding HTML and CSS is required. Prerequisites: CIS 131 or permission of instructor. 3 CR

CIS 340 Scaling Networking
This course introduces the students to more advanced networking concepts. Students will examine strategies for designing, implementing, and managing networks that are highly scalable and functional networks. Topics include implementing load balancing and redundancy, advanced router configuration and troubleshooting, OSPF and EIGRP routing, and analyzing data traffic. Prerequisite: CIS 241. 3 CR

CIS 341 TCP/IP
This course provides in-depth coverage of the TCP/IP network protocol and also covers distributed network applications, both on local area (LAN) and wide-area (WAN) networks. Prerequisite: CIS 240 OR permission of instructor. 3 CR

CIS 345 Virtual Systems
This course provides students with a background in virtualization technology needed to advance in today's technology workplace. The course includes an overview of virtualization technology and the techniques necessary to make virtualization work in an enterprise environment. This course will focus on using virtualization software in networked server environments and include building virtual networks, implementing high-availability clusters, enhancing performance and security. Prerequisite: CIS 240. 3 CR

CIS 348 Connecting Networks
This course discusses the WAN technologies and network services required by converged applications in a complex network. The course enables students to understand the selection criteria of network devices and WAN technologies to meet network requirements. Students learn how to configure and troubleshoot network devices and resolve common issues with data link protocols. Students will also develop the knowledge and skills needed to implement IPSec and virtual private network (VPN) operation in a complex network. Prerequisite: CIS 340. 3 CR

CIS 350 Database Management
This course covers the implementation of information systems through database design and use of a database management system. The course examines database models, such as the relational, entity-relationship and object-oriented database models, as well as how to administer shared data. Prerequisites: MAT 112, CIS 135, and CIS 330 (or concurrent enrollment). 3 CR

CIS 351 Database Management Systems: Oracle
This is an upper-level management information systems course that focuses on using Oracle's database and applications development utilities. This course assumes that the student has an extensive background using other databases (i.e., Access) and an understanding of relational databases. Prerequisite: CIS 350. 3 CR

CIS 352 Data Visualization
The use of visualization techniques to aid understanding, analysis of complex data, and to information important decisions is increasingly employed by many disciplines. This course will cover how to best represent different sets of data through understanding human perception, careful analysis of data types, creation of visual representation techniques, and evaluation of information in its visualized format for cognitive understanding and implied meaning. Students will engage in visualization creation using different data sets and implementation protocols and techniques to create basic presentations to more complex data visualizations. Topics covered include basic issues in representation, encoding data, presentation challenges, and different interaction frameworks. Prerequisite: CIS 101. 3 CR

CIS 354 Algorithms and Data Structures
This course studies abstract data types and their use in large software systems, such as an operating system or compiler. Specification, implementation, use and computational characteristics of data structures such as stacks, queues, trees, and graphs are covered. Recurring concepts of computer science "such as efficiency, levels of abstraction, reuse and trade-off" are stressed throughout. In the laboratory component, students implement and use data structures to solve a variety of problems in information systems. This course is designed to fulfill the CS2 requirement in the ACM computer science requirement. Prerequisite: Any 200 level or higher programming language. 3 CR

CIS 360 Geographical Information Systems
This course is designed to discuss the various issues of using spatial data contained in information systems to aid decision makers. The use of a Geographical Information System (GIS) gives the user a valuable tool in the decision-making process by combining the power of the database with the power of a graphical presentation tool to identify trends and other information hidden within the information system. Topics include fundamental cartographic issues, properties of spatial data, processing spatial data, presentation of spatial information, and GIS operations. Prerequisite: CIS 100 or CIS 101. 3 CR

CIS 380 Internship
Students will spend part of one year working within an organization on a problem whose solution involves information systems technology. Prerequisite: permission of the instructor. May be repeated for credit. Prerequisite: permission of instructor. 3 CR

CIS 389 Topics in CIS
(Topic would be indicated.) A course devoted to a topic or topics in computer information systems not covered in regularly scheduled CIS courses for which there is a perceived need or interest. Prerequisite: completion of core 300-level courses in the B.S. in CIS degree program. 3 CR

CIS 394 Independent Study in Computer Information Systems
A course devoted to an independent study in computer information systems in an area not covered in regularly scheduled CIS courses. Prerequisite: completion of core 300-level courses in the B.S. in CIS degree program. 1-6 CR

CIS 410 Software Engineering
This course provides an opportunity for students to practice key elements of the software development life cycle while working as part of a team of developers. Students will become familiar with the key deliverables, processes and reviews that comprise a large software development effort. Prerequisite: Completion of 36 CIS Credit hours. 3 CR

CIS 438 Electronic Commerce
In this course students will explore strategies for conducting business online and discuss the related technological issues of developing an electronic commerce Website (privacy policies, fair information practices and secure connections). Students will obtain hands on experience configuring an online shopping cart to engage the buying public in electronic transactions. Students will design and develop a functional transaction-enabled business-to -consumer Website for an online information business using an open source product called OSCommerce. In addition to site development, the web development process will include facilitating a focus group, conducting a survey, and performing a usability test. Prerequisites: CIS 131, CIS 135, and CIS 333. 3 CR

CIS 440 Network Security
In this course, we will take an in-depth look at network security concepts and techniques. We will examine theoretical concepts that make the world of security unique. Also, this course will adopt a practical, hands-on approach when examining networking security techniques. Along with examining different network strategies, this course will explore the advancement of network implementation as well as timeless problem solving strategies. Prerequisite: CIS 240. 3 CR

CIS 450 Data Mining
(This course is cross-listed with BUA 450) This course in data mining techniques is designed for both computer information systems majors and business administration majors. In this course, students will explore and analyze data to support business intelligence applications. Methods used include cluster analysis, decision trees, classification of data, estimation and prediction, and association techniques. The goal of data mining is to take data and convert collected data into information readily usable by business managers to determine buying behavior, fraud detection, database marketing, market basket analysis, and information management. Prerequisite: MAT 115, and either BUA 355 or CIS 330, or permission of instructor. 3 CR

CIS 452 Advanced Oracle Programming and Application Development
This course is designed to provide a working introduction to PLISQL programming within the Oracle RDBMS environment. The course begins with an introduction to the PL/SQL language fundamentals of block program structure, variables, cursors, and exceptions. The remainder of the course covers creating program units including procedures, functions, triggers and packages. Prerequisites: CIS 351 or instructor permission. 3 CR

CIS 460 Computers & Culture
This course explores the philosophical, social, and economic impact of computing on culture, and examines ethical and professional policy issues. Topics include history of computing in the context of human problem solving; uses, misuses, and limits of computer technology; risks and liabilities; intellectual property; national and international public policy issues; human factors; and human-machine interaction. Prerequisite: completion of 36 credit hours. 3 CR

CIS 470 Project Management
This course deals with the factors necessary for successful management of and planning for information systems development including integration of systems development with organizational goals, planning, and budgeting; and the use of metrics, tools, and Total Quality Management (TQM) concepts. Both technical and behavioral aspects of management are considered. Prerequisites: CIS 330, BUA 223 or permission of instructor. 3 CR

CIS 475 Advanced Health Informatics
This course is designated as the capstone health informatics course. This course will provide students with an in depth survey of topics in the health informatics area that was presented in the first course. Examining computer's emerging roles in the delivery of health care, and how it impacts all stakeholders in the healthcare arena. Competency skill sets include: Advanced Analytic/Assessment, Policy Development/Program Planning, Standards, Cultural Competency, Community Dimensions of Practice, Ethics, Advanced Leadership and Systems Thinking. Prerequisite: CIS 225 or permission of instructor. 3 CR

CIS 480 Internship
Student will spend part of one year working within an organization on a problem whose solution involves information systems technology. May be repeated for credit. Prerequisite: permission of instructor. 3 CR

CIS 489 Topics in Computer Information Systems
(Topic would be indicated.) A course devoted to a topic or topics in computer information systems not covered in regularly scheduled CIS courses for which there is a perceived need or interest. Prerequisite: completion of core 300-level courses in the B.S. in CIS degree program. 3 CR

CIS 494 Independent Study in Computer Information Systems
(Topic would be indicated.) A course devoted to a independent study in computer information systems in an area not covered in regularly scheduled CIS courses. Prerequisites: MAT 281 and completion of core 300-level courses in the B.S. in CIS degree program. 1-6 CR

COOPERATIVE EDUCATION

COE 117 Field Experience
Extensive field experience in the student's major area. On-the-job training is combined with informal seminars and research to facilitate the tie between theory and practice. 3 CR

COE 118 Field Experience
Extensive field experience in the student's major area. On-the-job training is combined with informal seminars and research to facilitate the tie between theory and practice. 3 CR

COE 219 Field Experience
Extensive field experience in the student's major area. On-the-job training is combined with informal seminars and research to facilitate the tie between theory and practice. 3 CR

COE 422 Cooperative Education/Field Experience
Extensive field experience in the student's major area. On-the-job training is combined with informal seminars and research to facilitate the tie between theory and practice. Prerequisite: completion of 90 semester hours. 3 CR

COLLEGE EXPERIENCE

COL 100 Introduction to the College Experience
This course is designed to help students develop academic, communication, critical thinking and analysis skills; become acquainted with the University; and clarify personal values, goals and expectations. Should be taken within first 12 credit hours of college course work, excluding developmental course work; or permission of instructor. 3 CR

COL 101 Youth Orientation to UMA
YO (Youth Orientation) is a summer interdisciplinary immersion program on the University of Maine at Augusta campus for students who are rising sophomores, juniors, and seniors in high school. During this program, students receive individualized preparation and assistance regarding their post-secondary education plans and attend workshops and service learning activities taught by UMA faculty. This introduction to the college experience allows students to become oriented to the collegiate environment and to develop skills in analysis, critical thinking, and communication. The course can be taken on a "pass/fail" basis only. 1 CR

COL 214 Professionalism in the Workplace
This seminar course is designed to enable students to transition into professional roles. Students will learn how to present themselves positively and foster professional relationships. Emphasis will also be placed on understanding organizational structures and cultures, and on developing communication and interpersonal skills essential for succeeding in a professional environment. Prerequisites: any COM course and social science core course OR permission of instructor. 1 CR

COMMUNICATIONS

COM 101 Public Speaking
Instruction in preparation and delivery of speeches to an audience. The student is graded on the choice and phrasing of the subject, the selection and arrangement of the material, the adaptation to the audience and the delivery. Usually each student gives four to six speeches during the semester. 3 CR

COM 102 Interpersonal Communications
Concerned with verbal and nonverbal communication that takes place among individuals during interpersonal interaction. Typical areas of concern are perceiving others, presenting one's self, conversation and barriers to communication. Activities may include games, exercises and role playing. 3 CR

COM 104 Communications in Groups and Organizations
An overview of the purposes and effects of communication in groups and organizations. Practical experience in interviewing and participation in various types of discussions. 3 CR

COM 106 Oral Communication of Literature
(This course is cross listed with DRA106.) An introductory course in the techniques of selecting, preparing and delivering written materials in oral presentation to an audience. A brief review of the oral tradition in literature is also included. 3 CR

COM 205 Forms of Social Influence
(This course is cross listed with PSY 205.) An assessment of the process whereby humans influence other humans to voluntarily believe or do what they wish them to believe or do: primary emphasis is the interpersonal exchange. Forms include modeling, requesting, bargaining, persuading, demanding, conditioning, group influence, and coercion. Media and written persuasion are also considered. Student performance is a part of this course. Prerequisite: COM 101 OR COM 102 OR COM 104 OR COM 106, OR permission of instructor. 3 CR

COM 305 Argumentation and Debate
A lecture-discussion-performance course in analysis, development, strategy, and tactics of rational discourse. Theoretical emphasis is upon the uses of evidence and logic as tools of inquiry and advocacy. Students will speak in a variety of argumentative situations. Prerequisite: COM 101, PHI 103, or permission of instructor. 3 CR

COM 317 Mass Media
This course provides an overview of a central influence in today's world: mass media. Their history, contemporary functioning, and future possibilities are considered. Their types (both print and electronic), systematic variations, career possibilities, regulations, and influences are examined. Prerequisite: SOC 101. 3 CR

COM 375 Social Networks
(This course is cross listed with SOC 375) An introduction to the essentials of social network theory and the methods of social network analysis, the study of patterns in communication and affiliation. Online, in groups, and among friends, you are who you know. Prerequisite: SOC 101 or COM/PSY 205. 3 CR

COM 389 Topics in Communication
(Topic would be indicated.) A course devoted to subject areas in communicating that are not among the regularly scheduled communications offerings, but in which there are apparent needs for periodic offering.
For baccalaureate degree students. 3 CR

COM 475 Analyzing Social Media
(This course is cross listed with SOC 475.) This course is a venue for learning and deploying research techniques in social media, the online systems for collaborative association and communication. The kinds of interaction and communities made possible by different forms of social media are explored. Skills are developed for measuring social media use and determining when online objectives have been met. Prerequisites: SOC 101 and COM/PSY 205. 3 CR

DENTAL ASSISTING

DEA 102 Biodental Sciences I
Introduces the essentials of microbiology, dental and oral anatomy, general pathology, pharmacology and medical/ dental emergencies as they relate to the dental assistants role in patient care. Prerequisite: BIO 100. 3 CR

DEA 152 Dental Office Management
A survey of various aspects of dental office management including appointment controls, business and patient record keeping, dental payment plans, inventory controls, OSHA regulations, ethics, and jurisprudence. Topics will also cover communications, resume writing, interviewing, and management skills. Additionally, students will develop basic skills to utilize and access the published literature and various websites for appropriateness and relevance in making evidence-based decisions as a dental assistant via the University libraries and internet. Prerequisite: DEA 102, DEA 200, DEA 201, DEH 203, DEH 204 or permission of Dental Assisting Coordinator. 2 CR

DEA 154 Biodental Sciences II
Covers the essentials of oral histology, oral embryology, head and neck anatomy, oral pathology, and human nutrition. Lec 3. Prerequisite: BIO 100. 3 CR

DEA 200 Preclinical Dental Assisting Laboratory
Introduces the dental assisting student to the care and use of dental equipment and chairside dental assisting skills, with emphasis on operative dentistry procedures and the properties and manipulation of dental materials in chairside, 4-handed dentistry. Prerequisite: BIO 100 (or course equivalent). Co-requisites: DEA 102, DEA 201, DEH 203, and DEH 204. 4 CR

DEA 201 Preclinical Dental Assisting Theory
Introduces the dental assisting student to the care and use of dental equipment and dental assisting skills, with emphasis on operative dentistry procedures. Prerequisite: BIO 100 (or course equivalent). Co-requisites: DEA 102, DEA 200, DEH 203 and DEH 204. 4 CR

DEA 213 Dental Materials
The study of various dental procedures, materials and devices commonly used in dental practice. Emphasis placed on the general composition of materials, their properties and manipulation. Prerequisite: enrollment in the Dental Assisting Program. 3 CR

DEA 250 Clinical Practice
This dental assisting capstone experience gives the student the opportunity to practice dental assisting under the direct supervision of a dentist in private practice. Prerequisites: DEA 102, DEH 203, DEH 304, and BIO 100. 23 hours clinic, 1 hour seminar. 7 CR

DEA 251 Clinical Dental Assisting Theory
Presents the fundamental concepts of endodontics, oral surgery, orthodontics, prosthodontics, periodontics, and pediatric dentistry. Students will gain a knowledge and appreciation for the specialty practices, with theories and functions. Emphasis placed on the dental assistant's role in these areas. Lec 2, Lab 2. Prerequisite: DEA 102, DEA 201, and DEH 304. 3 CR

DEA 253 Dental Health Education
Emphasis on theories and techniques of patient education and motivation. Discusses etiology of dental diseases and their prevention, and the role of the dental assistant in community dental health. Prerequisites: DEA 201, DEA 213, and DEH 203/204. 3 CR

DENTAL HYGIENE

DEH 200 Preclinical Dental Hygiene
Laboratory experiences in the techniques of instrumentation, manipulation of dental materials, operation, maintenance of chairside and support equipment, and data gathering procedures. (Pass/Fail Grade Only). Corequisite: DEH 201. 4 CR

DEH 201 Preclinical Dental Hygiene Theory
Essentials of dental hygiene theory and clinical practice including instrumentation, disease transmission, infection control, materials and devices commonly used by dental hygienists, and management of medical emergencies. Prerequisites: enrollment in Dental Hygiene Program and BIO 210, BIO 280, BIO 321. Corequisite: DEH 200. 5 CR

DEH 202 Head and Neck Anatomy, Histology and Embryology
A study of the structure and function of the tissues of the oral cavity and surrounding structures. Prerequisites: BIO 210 and enrollment in Dental Hygiene Program OR BIO 210 and permission of instructor. 5 CR

DEH 203 Dental Radiology
Topics include ionizing radiation, the history of x-rays, their production and properties, radiation measurement, radiation hazards and principles of radiation safety. Covers theory and practice of exposing, processing, mounting and interpreting dental radiographs. Co-requisite: DEH 201 or DEA 201. Prerequisite: enrollment in Dental Health Program OR high school diploma with six months clinical dental office experience and instructor permission. 2 CR

DEH 204 Dental Radiology Lab
Co-requisite: DEH 201 or DEA 201; and DEH 203. Prerequisite: enrollment in Dental Health Program OR high school diploma with six months clinical dental office experience and instructor permission. 2 CR

DEH 225 Professionalism for the Oral Health Practitioner
This course examines the behaviors and attitudes essential for entering today's dental practice settings. Topics include: professional image, professional communications, workplace effectiveness, time and conflict management, and enhancing relationships in multicultural work environments with diverse patient populations.
Co-requisite: DEH 200 or DEH 250 1 CR

DEH 250 Clinical Dental Hygiene I
Practical application of dental hygiene theories and techniques with emphasis on individual patient's oral health needs, patient education, time and motion efficiency, and ergonomic principles. (Pass/Fail Grade Only). Clinic: 8 hours. Prerequisite OR Co-requisite: DEH 251. Prerequisites: DEH 200, DEH 201, DEH 202, DEH 203, BIO 210, BIO 280, and CHY 108 2 CR

DEH 251 Clinical Dental Hygiene Theory I
Introduction to the theories and techniques of clinical dental hygiene including selected prophylactic skills, the principles of primary preventive dentistry, patient interaction, and advanced patient management techniques. Prerequisites: DEH 200, DEH 201, DEH 202, DEH 203, BIO 210, and BIO 280 OR BIO 345. 2 CR

DEH 252 Oral Pathology
A study of diseases of the oral cavity and surrounding structures and the clinical differentiation between the normal and abnormal appearance of tissues. Lec 2. Prerequisites: DEH 202, BIO 210, BIO 280 OR BIO 345, and CHY 108. 2 CR

DEH 254 Nutrition in Oral Health
This course familiarizes students with the fundamental principles of nutrition including the study of nutrients, their sources, functions, interrelationships, and effects of deficiency and excess. Course emphasis placed the role of the dental hygienist in identifying nutrition-related problems and applying nutrition counseling fundamentals in the total care of the patient. Prerequisites: BIO 210 and CHY 108. Co-requisite: DEH 250. 2 CR

DEH 255 Oral Health Considerations for Target Populations
This course is designed to introduce the dental hygiene student to patients requiring special consideration in planning and implementation of dental hygiene care. The dental hygiene practitioner's role, unique approaches towards care, and preventive strategies for patients that are considered medically compromised, belong to at risk target populations, or have developmental disabilities will be reviewed.
Prerequisites: DEH 200, DEH 201, DEH 202, DEH 203, BIO 210, BIO 280. 2 CR

DEH 300 Clinical Dental Hygiene II
A continuation of the practical application of dental hygiene theories and techniques with emphasis on selected advanced techniques. Students will have rotating assignments at the on-campus clinical facility and may have assignments at the V.A. Center Dental Clinic in Togus. (Pass/Fail Grade Only). Clinic: 12 hours. Prerequisites: DEH 203, DEH 250, DEH 251, DEH 252, DEH 254, and BIO 321. 3 CR

DEH 301 Clinical Dental Hygiene Theory II
A continuation of dental hygiene theories and techniques with emphasis on treatment of the periodontal patient, advanced data collection, and clinical skills. Prerequisites: DEH 250, DEH 251, DEH 252, DEH 254, and BIO 321. Co-requisite: DEH 300. 3 CR

DEH 302 Pharmacology
The study of basic pharmacology with emphasis on the drugs used in dental practice. Attention will also be given to drug classes that patients may be taking for medical reasons. Classifications of pharmacologic agents, methods of action, therapeutic effects, absorption, metabolism, and adverse reactions are covered. Lec. 2 Prerequisites: BIO 321 and CHY 108. Co-requisite: DEH 250 and DEH 252 3 CR

DEH 303 Periodontology
Clinical features, histopathology and diagnosis of various forms of periodontal disease and the philosophy of various surgical and nonsurgical periodontal treatments. Prerequisites: DEH 250, DEH 251, DEH 252, and BIO 321. 2 CR

DEH 304 Dental Anxiety and Pain Management
The study of local anesthetics with emphasis on appropriate selection and administration techniques used in dental hygiene. This course will provide the opportunity for students to integrate the knowledge and skills necessary to perform effective local anesthesia administration while insuring the maximum health, safety, and comfort of the patient. Administration of nitrous oxide and oxygen sedation for the dental hygiene patient is also included. Lec 2 and Lab 2. Prerequisites: DEH 202, DEH 250, DEH 252, BIO 210, CHY 108, and BIO 321.Co-requisite: DEH 302. 3 CR

DEH 305 Community Dentistry I
The study and application of current concepts in community oral health planning and health care practice, and the essentials of epidemiology, biostatistics, and action research. This course will provide a comprehensive study of fluoride and the various health methods of providing the community with fluoride on local, state, and national levels. Co-requisite: DEH 300. 2 CR

DEH 350 Clinical Dental Hygiene III
A continuation of the practical application of dental hygiene theories with emphasis on advanced techniques. Students will have rotating assignments at the on-campus clinical facility and may include assignments at the V.A. Center Dental Clinic in Togus. (Pass/Fail Grade Only.) Clinic: 16 hours. Prerequisites: DEH 300, DEH 301, DEH 302, DEH 303, DEH 304. 4 CR

DEH 351 Dental Hygiene Theory III
A capstone course using dental hygiene case studies and critical evaluation of scientific literature as a basis for review, synthesis, and analysis of dental hygiene theory and practice. Information regarding dental hygiene employment is also included. Lec. 2. Prerequisites: DEA 213, DEH 301, DEH 302, and DEH 303. 2 CR

DEH 352 Dental Specialties
A survey of operative dentistry, orthodontics, endodontics, oral surgery, pediatric dentistry, prosthodontics, and temporomandibular dysfunction. This course is designed to introduce students to specialty practices in dentistry with emphasis on the auxiliary's role in these areas. Co-requisite: DEH 350. 2 CR

DEH 353 Community Dentistry II
The study and application of current concepts in community oral health education, educational methodologies, group motivation, and program planning. This course will also provide an understanding of financing dental health care, social responsibility, and oral healthcare delivery systems. Prerequisite/Co-requisite: DEH 350. 2 CR

DEH 354 Ethics and Jurisprudence
This course is designed to give the student a foundation in professional ethics and a knowledge of the laws governing the dental profession. Students will also explore current issues and controversies within the dental hygiene profession. Co-requisite: DEH 350. 2 CR

DEH 380 Preclinical Expanded Functions
Reviews the essentials of dental anatomy, basic chairside functions, and dental materials. Emphasis is placed on restorative dentistry for EFDA trained auxiliaries as governed by the Maine Dental Practice Act. Prerequisite: Admission to EFDA curriculum (4 hours lecture, 4 hours laboratory). 6 CR

DEH 381 Clinical Expanded Functions
Delivery of EFDA functions to patients under the direct supervision of faculty in the on-campus clinic and at affiliated off-campus dental practices. Prerequisite: DEH 380 (8 clinical hours). 2 CR

DEH 400 Dental Hygiene Practicum
Provides students with opportunities for extensive experience in applying advanced knowledge and skills in a selected setting(s). Experiences may include but not be limited to teaching, research, public service, or consulting. Student must meet with advisor to arrange. Prerequisite: DEH 351, DEH 353, or departmental approval. 3-6 CR

DEH 449 Current Concepts in Dental Hygiene I
This course includes intensive reading, writing, and discussion of the current dental hygiene literature. Emphasis placed on contemporary dental hygiene issues. Content may vary.
Prerequisite: DEH 351 and DEH 353 OR departmental approval. 3 CR

DEH 489 Current Concepts in Dental Hygiene II
Covers selected advanced topics or areas within the professional practice of dental hygiene. Content may vary. Course can be repeated for credit with departmental approval. Prerequisite: DEH 351 and DEH 353 OR departmental approval. 3 CR

DEH 494 Independent Study in Dental Hygiene
Provides an opportunity to study an area not included in regular course offerings. Prerequisite: matriculated in the BS in Dental Hygiene program. 1-6 CR

DRAMA

DRA 101 Introduction to Theatre
This course traces the historical development of drama from its beginnings in the religious rituals of primitive tribal societies to its contemporary status. All aspects of production will be studied in relation to the overall impact of the play. 3 CR

DRA 106 Oral Communication of Literature
(This course is cross listed with COM 106.) An introductory course in the techniques of selecting, preparing and delivering written materials in oral presentation to an audience. A brief review of the oral tradition in literature is also included. 3 CR

DRA 151 Play Production
Practical hands-on experience in the technical, artistic and interpretive preparation of a dramatic presentation. All aspects of production are studied as they relate to theatre in general and applied in the preparation of a specific production. The course culminates in a public performance prepared and presented by the class. 3 CR

DRA 251 Introduction to Acting
This course will introduce students to the basics of acting and scene study. Students will develop an understanding of the art of acting through improvisational exercises, group discussion, in class rehearsals, and performance of scenes and monologues from modern drama. 3 CR

DRA 265 The American Movie
An examination of the sources of American film making, its historical development, its impact on our culture and movies as a mirror of that culture. Attention will be given to aesthetic and critical evaluations of the cinema. Prerequisite: ENG 101. 3 CR

DRA 280 Introduction to Films
Provides students with a critical framework for interpreting films and demonstrates how film makers have treated various themes. Prerequisite: ENG 101. 3 CR

DRA 294 Directed Study in Theatre
Student and instructor will determine the specific nature and extent of involvement in a theatre project. Progress will be monitored through consultations with the instructor and a final report due by the last day of classes during the semester. May be repeated for a maximum of three credit hours. Prerequisite: DRA 101. 1-6 CR

DRA 333 Gender, Race and the Frontier in the Western Film
This course will examine the Western film and the changing ideological and cultural perspectives that the genre expresses and encourages. Students will explore classic and revisionist westerns in their cultural and esthetic contexts with an eye towards what they say to us about gender, race, the frontier, and the nature of the American ideal. Prerequisite: DRA 280 OR DRA 265 OR permission of instructor. 3 CR

DRA 334 Romantic Comedy
What makes a Romantic Comedy work, and how has the genre evolved and changed over the course of eight decades of American filmmaking? This course explores landmarks and new lands in a genre that customarily affords at least equal status to women, and that offers an extraordinarily wide latitude for wit, comedy and emotion. Prerequisite: DRA 265 or DRA 280 or permission of instructor. 3 CR

DRA 351 Acting and Advanced Performance Studies
This course is designed to provide the student with an advanced concentration in the area of theatre performance. The class will examine several different plays. Students will prepare and perform scenes from each of the plays while learning and developing acting techniques appropriate for each play. Acting techniques introduced in class include: playing a scene for truth and realism, developing a physical character, and connecting to poetic text. Prerequisite: DRA 251 or permission of instructor. 3 CR

DRA 355 Dramatic Literature: Play Reading and Analysis
(This course is cross-listed with ENG 355.) This course is devoted to reading, discussing, and envisioning plays as literature and theater while examining their historical, political, and artistic contexts. Prerequisites: DRA 101 or ENG 102W, or permission or instructor. 3 CR

DRA 389 Topics in Film and Theatre
(Topic would be indicated.) Variable topics in film or theatre will examine the film making styles of important American and international directors and their reciprocal influences, as well as how films reflect and affect social behavior and mores. Prerequisite: DRA 265 OR DRA 280 OR permission of instructor. 3 CR

DRA 394 Independent Study in Drama
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: DRA 101 OR DRA 265 OR DRA 280 and completion of 60 credit hours. 1-6 CR

DRA 494 Independent Study in Drama
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: DRA 101 OR DRA 265 OR DRA 280 and completion of 90 credit hours. 1-6 CR

ECONOMICS

ECO 100 Introduction to Economics
This is a survey course in introductory economics involving selected micro and macro topics. Topics will include, but not be limited to: basic market analysis, economic stability, fiscal policy, monetary policy, the federal budget and national debt, the federal reserve, cost/revenue/profit, elasticity of demand, antitrust economics, and economic regulation.
Prerequisites: REA 008, ENG 005 or ENG 100 and MAT 009 OR appropriate scores on the UMA Placement Test. 3 CR

ECO 201 Macroeconomics
Deals with the economy as a whole, including a study of different economic organizations, income and employment theory, government fiscal and monetary policies, problems of price stability and economic growth. Prerequisite: knowledge of high school algebra and graphical analysis is assumed. 3 CR

ECO 202 Microeconomics
Concerned with the economic theory related to operation of business firms including supply, demand, price determination, production costs, competition, resource markets and international trade and issues. Prerequisite: Knowledge of high school algebra and graphical analysis is assumed. 3 CR

ECO 289 Topics in Economics
(Topic would be indicated.) Special studies of various economic issues and topics. Topics will vary from semester-to-semester. Prerequisites: ECO 201 and ECO 202 OR permission of instructor. 3 CR

ECO 489 Topics in Economics
(Topic would be indicated.) Seminar to identify and discuss topics in economics with emphasis on analysis of contemporary problems and possible solutions. For bachelor's degree students. Prerequisites: ECO 201 and ECO 202 OR permission of instructor. 3 CR

EDUCATION

EDU 100 Introduction to UMA Teacher Education
This course will provide orientation to the obligations, opportunities, challenges and realities of learning to become a teacher. It will assist students in understanding the requirements of UMA's teacher preparation programs, introduce them to the UMA Education Handbook, and connect them to Education Faculty, other students, and the university community. 1 CR

EDU 160 Perspectives on Infants, Toddlers and Young Children
(This course is cross-listed with HUS 160.) An introduction to the nature and needs of young children. Developmentally appropriate methods of care-giving will be studied. Interpersonal skills needed for working with young children and their families will be developed through discussion and role playing. Descriptions of services for young children will be presented by professionals working in the field. 3 CR

EDU 210 Teaching the Dimensions of Literacy
This course provides a conceptual framework for understanding literacy in all its complexity and provides a wide variety of instructional reading and writing strategy lessons to promote complex literacy learning in students. 3 CR

EDU 250 Foundations of Education
This course is designed for students interested in entering the teaching profession (K-12). Historical, social, political, and philosophical dimensions of education, as well as current issues, will be examined. This introductory experience will help students gain an appreciation for the multiple aspects of teaching and will assist them in constructing their personal philosophies of teaching. Prerequisite: ENG 101. 3 CR

EDU 251 The Teaching Process
This course is designed to provide you with a foundation of knowledge about the process of teaching (pedagogy) in K-12 schools. The course will introduce you to procedures of unit and lesson planning, improved use of small groups, classroom space, and appropriate teaching materials, formative and summative assessment strategies, differentiated instructional strategies, and approaches to classroom management. Prerequisite: ENG 101. 3 CR

EDU 261 Early Childhood Curriculum: Early Learning Environments
This course integrates theory with application to address the needs of all children with a universal classroom design. Students examine a variety of early childhood settings with the intention of learning about ways that different environmental designs impact children's play and behavior. Students will learn techniques for planning and developing curriculum goals and objectives for children with differing abilities and the basic skills needed to plan, implement, and evaluate the environment and developmentally appropriate components of early childhood programs. Prerequisite: ENG 101, PSY 100, EDU 100, EDU 250, equivalent or instructor permission. 3 CR

EDU 262 Introduction to Autism Spectrum Disorder
(This course is cross-listed with HUS 262.) This course provides students with an introduction to Autism Spectrum Disorders (ASDs), research surrounding the disability, diagnostic criteria, assessment, intervention strategies and laws involving IDEA and DSM V. This course also focuses on the role of the families including cultural values and beliefs. Prerequisite: PSY 100. 3 CR

EDU 289 Topics in Education
Studies in education practice or theory not offered in the regular program, but pertinent to education studies. Examples might be social justice in the classroom, effects of poverty, or navigating standards. In addition topics related to specific grade level or content area would be appropriate. 3 CR

EDU 300W Teacher as Researcher
This course will introduce students to the basic concepts, principles, and techniques of action research. The course will assist pre-service and in-service teachers in developing their research abilities and reflective capacities. Students will formulate a research question and plan a small action research project. Prerequisite: ENG 101. 3 CR

EDU 315 Mentoring Writers: Practice and Pedagogy
(This course is cross-listed with ENG 315.) This course introduces students to theories and applications of writing as a social practice, including collaboration, editing, and tutoring. Throughout the semester, students will engage with theories of writing and apply these theoretical frameworks in environments of practice (such as writing centers and writing classrooms). Prerequisite: ENG 101, faculty recommendation and/or prior tutoring experience. 3 CR

EDU 325 Social Studies and the Project Approach for the Young Children
This course is designed to offer teachers and other adults an integrated method of teaching social sciences to young children. This project-oriented approach allows children to engage in their own learning and problem-solving while developing a greater awareness of themselves and family, diverse cultures, and countries. Knowledge acquired in the course helps prepare children to become active, involved citizens of their communities and world. The course fulfills the requirements of the State of Maine Learning Guidelines B-5 and Learning Results for K-3. Prerequisite: ENG 101, PSY 100, EDU 100, EDU 250, EDU 251 or equivalent, or permission of instructor. 3 CR

EDU 326 Observation and Assessment of Young Children
This is a study of observational and developmentally appropriate tools and methods of collecting data for Decision-making. Emphasis is on qualitative assessment techniques that are specific to young children. This course has a field experience component. Prerequisites: ENG 101, EDU 250 and EDU 251. 3 CR

EDU 327 Mathematics for Young Children
This course focuses on early mathematics and numeracy concepts relevant to young children during the first six years of life. If offers concrete suggestions about arranging the environment to provide rich opportunities for children to connect math and numbers to their own daily lives. The course is designed to teach students effective strategies to recognize and promote mathematical development in all young children. The course meets the certification requirements of the B-5 and K-3 Teacher Certification. Prerequisite: ENG 101, PSY 100, EDU 100, EDU 250, EDU 251 or equivalent, or instructor permission. 3 CR

EDU 328 Creative Development and Art for Young Children
(This course is cross-listed with HUS 328.) This course provides an overview of how art and creativity influence young children and how early childhood educators, parents, and adults who work with children can assist in this process. Students will consider the important role art plays with children who may be handicapped or from a diverse background. This comprehensive introductory course includes an exploration of a variety of materials, activities, and projects that will stimulate creativity in children. Students will study artists and current children's illustrators and review children's books. Prerequisite: PSY 100 or permission of instructor. 3 CR

EDU 329 Science and the Project Approach for the Young Child
This course focuses on early science and discovery concepts relevant to young children during the first six-eight years of life. If offers concrete suggestions about arranging the environment to provide rich opportunities for children to connect science and exploration to their own daily lives. The course meets the requirements of the State of Maine Early Learning Guidelines B-5 Teacher Certification and is designed to teach students effective strategies to recognize and promote science development in all young children. Prerequisite: ENG 101, PSY 100, EDU 100, EDU 250, EDU 251 or equivalent or permission of
instructor. 3 CR

EDU 331 Sociology of Education
(This course is cross listed with SOC 331). This course examines the social organization of education and its social and political context in contemporary American society. Topics include the emergence of public education, role of state and community in shaping its nature, problems of access and equality, the organizational structure of educational institutions, teaching as a profession, and alternatives to public education. Comparisons with educational systems of other countries are included when appropriate. Prerequisites: SOC101 and one additional sociology course. 3 CR

EDU 341 Teaching Writing in Grades K-8: Process to Product
This course is designed to introduce pre-service teachers and in-service teachers, from all disciplines, to the development of writing, teaching writing, and assessing writing in all content areas. A thorough study of current research and theory relating to the writing process leads to the development of instructional programs that will foster students' growth as writers. Strategies are modeled to meet the needs of diverse learners and an exploration of technology and standards is included. Students gain experience with the writing process through the development of a community of writers in an ongoing, online writing workshop. Attention will be paid to how teachers assess student writing. This course is taught fully online via Blackboard's online instruction. Prerequisites: ENG 101, EDU 100, EDU 250 and EDU 251. 3 CR

EDU 351 Teaching Reading in Elementary School
This course is designed to provide prospective elementary teachers with current methodologies of teaching reading by providing theoretical background and pedagogical skills and to prepare them to be functional in techniques of teaching the reading process. Students will also investigate the connections to the other language arts: writing, listening, and speaking. Prerequisites: EDU 100, EDU 250, EDU 251 and 6 credits of ELA courses as required by MDOE. 3 CR

EDU 352 Intervention for Families with Children
(This course is cross-listed with HUS 352.) Interventions appropriate for young children and their families are explored. Social policy, chronic life conditions, and methods for empowering families are addressed. The family life cycle and multicultural perspectives are examined in the context of the school, the family, and the community.
Prerequisite: PSY 100. 3 CR

EDU 361 Teaching Science in Elementary School
This course is designed to provide prospective elementary teachers with current methodologies of teaching science by providing theoretical background and pedagogical skills. The course will introduce ways to become an innovative teacher who supports all students in gaining science knowledge through inquiry and discovery. Prerequisites: EDU 100, EDU 250, EDU 251 and 6 credits of science courses as required by MDOE. 3 CR

EDU 362 Language and Literacy in Early Childhood
This course is designed to teach students how to recognize and implement appropriate environmental strategies that support early literacy development and appropriate early experiences with books and writing. Emphasis is placed on speaking and listening, as well as reading and writing readiness. Prerequisite: ENG 101, PSY 100, EDU 100, EDU 250, EDU 251 or instructor permission. 3 CR

EDU 363 Young Children with Special Needs
This course is designed to be part of the professional preparation for students who will be working with infants, toddlers, and small children and their families in a variety of careers - human services, social work, education, childcare, nursing, and others. Strategies, service delivery, and designing learning environments for teaching young children with special needs will be addressed. Students will learn about PL 94-145 and IDEA as it pertains to young children through early intervention and early special education. Prerequisite: ENG 101, PSY 100, EDU 100, EDU 250 or instructor permission. 3 CR

EDU 366 Children's and Young Adult Literature
(This course is cross listed with ENG 366.) This course is designed to help students become familiar with the world of children's and/or young adult literature and to explore its curricular and recreational uses, critical issues surrounding its use, and instructional methods and contexts for sharing, encouraging, and reading a variety of this literature with students. Prerequisite: ENG 101. 3 CR

EDU 371 Teaching Social Studies in Elementary School
This course prepares students to become effective K-8 social studies educators capable of teaching the content knowledge, intellectual skills, and civic values necessary for becoming a global citizen. Students will learn about effective teaching strategies, assessment tools, interdisciplinary teaching, and curriculum integration. The appropriate use of informational technology is an important element of the course. Prerequisite: EDU 100, EDU 250, or any Introduction to or Foundations of Education course, and EDU 251. 3 CR

EDU 380 Digital Literacy and Technology in Schools
In this course students will investigate what it means to be a literate person in the 21st century. Students will learn and practice digital strategies for strengthening literacy levels in their content and grade areas. Students will also consider the role of paperless classrooms, cloud computing and web 2.0 tools. Prerequisite: ENG 101 and EDU 250. 3 CR

EDU 381 Teaching Mathematics in Elementary School
This course is designed to provide prospective elementary teachers with current methodologies of teaching mathematics by providing theoretical background and pedagogical skills. The course will introduce ways to become an innovative teacher who supports all students in gaining mathematical knowledge through inquiry and discover. Prerequisites: EDU 100, EDU 250, EDU 251, MAT 130 and 131 or six credits of mathematics courses as required by MDOE. 3 CR

EDU 385 Teaching Writing in the Content Areas (6-12)
This course is designed to assist pre-service and in-service teachers from all content areas in designing, teaching, and assessing writing tasks. A major focus of this course is for students to view themselves as writers as well as teachers of content and writing. Prerequisite: ENG 101, EDU 100, EDU 250 and EDU 251. 3 CR

EDU 387 Teaching the Exceptional Child in the Regular Classroom
This course is designed to assist pre-service teachers and others to develop an understanding of the characteristics of children and adolescents considered to be exceptional. Students will gain knowledge of effective teaching strategies, interventions, and modifications for exceptional children and adolescents. Prerequisite: ENG 101 3 CR

EDU 389 Topics in Education
Studies in education practice or theory not offered in the regular program, but pertinent to education studies. Examples might be social justice in the classroom, effects of poverty, or navigating standards. In addition topics related to specific grade level or content area would be appropriate. 3 CR

EDU 390W Secondary Methods of Teaching
This course is designed to provide students with an understanding of general and specific methods for teaching in the secondary school. Methods and problems related to teaching and learning in the student's major field will be emphasized. Formative and summative assessments, differentiated instruction, and curriculum design are among the topics addressed. Prerequisite: EDU 100, EDU 251; EDU 387 or PSY/HUS 345, or equivalent. 3 CR

EDU 392 Methods of Teaching Computer Science
This course is designed to provide potential computer science teachers with an understanding of general and specific methods for teaching computer science in middle and high school. Students will examine a variety of computing tools, virtual environments, and a variety of other resources to support the teaching of computer science. Effective pedagogical strategies for curriculum design, assessments, differentiation, and classroom management will be addressed. Prerequisite: ENG 101; EDU 387 or accepted exceptionalities course; knowledge of JAVA and 2nd programming language, or permission of instructor (s); Praxis Core passed; MDOE CHRCC. 3 CR

EDU 395 Field Experience Seminar
This course is designed to engage you in the study of K-12 education programs through visits, consultation, and appraisal of practices in selected schools, instructional centers, or community agencies. The purpose of the course is to acquaint you with the many facets of the school community and to provide you and opportunity to work cooperatively with practicing teachers in schools. Also, this course will provide you information and experiences with instructional strategies, student diversity, district curriculum, and content pedagogy. Finally, this course will provide you opportunities to develop, implement, and evaluate lessons in actual classroom settings. Prerequisite: EDU 100. 4 CR

EDU 399 Student Teaching Seminar
EDU 399 is taken concurrently with EDU 490 or EDU 492. This course is designed to support and assist student teachers as they complete their student teaching practicums and to prepare them for employment as licensed educators. The course will develop knowledge, skills, and dispositions in designing lesson plans and delivering them with student learning in mind. Prerequisite: Completion of UMA Education pathway, enrollment in EDU 490 or EDU 492. Permission of course instructor needed to enroll. 3 CR

EDU 401 Educational Psychology
(This course is cross listed with PSY 401). An in-depth examination of psychological principles as they apply to the educational environment. Topics will scrutinize current issues and innovative methods of instruction.
Prerequisite: PSY100. 3 CR

EDU 489 Topics in Education
Studies in education practice or theory not offered in the regular program, but pertinent to education studies. Examples might be social justice in the classroom, effects of poverty, or navigating standards. In addition topics related to specific grade level or content area would be appropriate. 3 CR

EDU 490 Student Teaching 7-12
This 15 week internship provides students with the opportunity to develop teaching skills and experience the full role of teaching in a school setting. With their mentor teachers, students will plan and organize instruction, evaluate their students' progress, and participate in the extra-curricular activities of the host school. Successful completion of the student teaching internship is a requisite for teacher licensure in Maine. Application required. Prerequisite: EDU 387 or PSY/HUS 345, or equivalent. 3.0 GPA in education courses and a 2.5 GPA overall. 9 CR

EDU 492 Student Teaching Early Elementary Education (K-3)
This 15 week internship provides students with the opportunity to develop teaching skills and experience the full role of teaching in a school setting. With their mentor teachers, students will plan and organize instruction, evaluate student progress, and participate in the extracurricular activities of the host school. Prerequisites: MDOE required early elementary education courses, 6 credits each in liberal studies mathematics, English, social studies, and science. 3.0 GPA in education courses and a 2.5 GPA overall. 9 CR

ENGLISH

ENG 100 Introduction to Academic Reading & Writing
This course is a reading and writing workshop that (re)introduces student to reading and writing for academic contexts. To help students foster sustainable reading practices, emphasis is placed on comprehension, rate, retention, and vocabulary. To help students develop complementary writing practices, students will practice summary and critique, as they learn to take their writing through a composing process that includes prewriting, writing, and rewriting. 3 CR

ENG 101 College Writing
ENG 101 builds upon already acquired high-school level writing skills to prepare you for the more advanced writing that you will do in your college career and beyond. It gives you extensive practice in the writing process, with emphasis on crafting texts appropriate to academic contexts. Prerequisites: Grade of C or better in ENG 5 and REA 8 OR appropriate scores on the UMA Placement Test. 3 CR

ENG 102W Introduction to Literature
This course introduces the fundamentals of literary analysis through an examination of poetry, fiction, and drama. Students will sharpen their critical reading ability and learn a wide range of literary terms and concepts. They will employ this knowledge in formal essays, informal writing and class discussion. Prerequisite: ENG 101. 3 CR

ENG 103W Writing for Allied Health
Students learn and practice writing strategies used in scientific fields. The course relies heavily on finding/using sources. Assignments stress correct application of mechanics, scientific style and APA documentation. Multiple opportunities for revision are provided. The course culminates in a 10 page research essay on a current topic. Prerequisite: ENG 101, or permission of instructor. 3 CR

ENG 111W Journalism
Instruction and practice in developing, reporting and writing news stores. Emphasis on accuracy, style and editorial responsibility. Prerequisite: ENG 101. 3 CR

ENG 185W Introduction to Mythology: Origins of Literature
Reading and investigation of important early Western mythological texts with emphasis on Babylonian, Sumerian, and Greek mythology. Texts include myths and collections of myths vital to Western civilization and literature as well as classical works rich in allusions to mythology. Prerequisite: ENG 102w. Completion of a 200-level sequence is strongly recommended. 3 CR

ENG 202W Survey of British Literature I: Beowulf to Romantics
The course is a survey designed to foster close study and appreciation of major works of poetry, prose and drama from the medieval period through the eighteenth century. Discussion will focus on individual texts and on their cultural and historical background. Prerequisite: ENG 102W. 3 CR

ENG 203W Survey of British Literature II: Romantics to the 20th Century
A Survey of representative British poetry, prose, fiction, and drama from the nineteenth century until the present. Prerequisite: ENG 102W or permission of instructor. 3 CR

ENG 250W Survey of American Literature I: The Colonial Era to the Civil War
This course surveys U.S. literature from the moment of contact between indigenous peoples and conquistadors through the Civil War. Students will explore a variety of authors, literary movements, and historical contexts, including colonialism, the revolutionary era, transcendentalism, and the American Renaissance. Attention will be paid to the ways in which racial, ethnic and gendered identities, among others, impact the creation of national literatures. Prerequisite: ENG 102W. 3 CR

ENG 251W Survey of American Literature II: Post-Civil War to Contemporary
This course surveys U.S. literature from the immediate post-Civil War era to the present day. Students will explore a range of authors and literary movements, including realism, naturalism, modernism, and postmodernism, and consider how writers reflect the changing shape of racial, ethnic, and gender relations; two world wars; and the rise of technology, among other contexts. Prerequisite: ENG102W. 3 CR

ENG 289 Topics in Literature
(Topic would be indicated.) Studies in literature not offered regularly, e.g. literature of a single century, a period, or milieu. For associate degree students. Prerequisite: ENG 102W. 3 CR

ENG 294 Independent Study in English
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: ENG 101, ENG 102W, and completion of 30 credit hours. 1-6 CR

ENG 300W Introduction to Literary Criticism
This course is designed to provide students majoring in English with necessary skills in writing, research, and criticism. The class will explore the history of English as a discipline, a range of topics in literary criticism and theory, and intensive literary research techniques. Prerequisite: ENG 102W; and completion of 200-level literacy survey sequence. 3 CR

ENG 301W History of the English Language
This course covers the development of the English language from its Germanic roots in the early Middle Ages through its 21st-Century development as a world language and the rise of various world "Englishes." The course will also introduce students to basic principles of linguistics, or comparative language study. 3 CR

ENG 305W Irish American Literature
Forty-four million Americans identify themselves as being of Irish extraction in the 1990 U.S. Census. Indeed, a large number of Maine's original European settlers were Scots Presbyterians who came to the new world by way of Ulster, Ireland. The presence of these immigrants added to the artistic life of the United States, not to mention its history and political culture. In this course, students will be introduced to the Irish immigrant experience in the U.S. from the colonial period to the present, through the works of artists of Irish descent. Prerequisite: ENG 102W. 3 CR

ENG 310W Creative Nonfiction
Students develop their skills in writing a variety of forms of creative nonfiction, including genres such as memoir, biography, oral history, science, nature, and travel. The course also broadens students' reading and appreciation of master writers from several different eras and cultures. Prerequisite: ENG101. 3 CR

ENG 313W Digital Writing and Rhetoric
Digital Writing and Rhetoric introduces students to composing across digital spaces. Students in this course both analyze and create works across a variety of digital media and platforms. This course aims to teach an awareness of digital composing-designing processes, enabling students to become web-sensible writers, editors, and critics. Prerequisite: ENG 102. 3 CR

ENG 315 Mentoring Writers: Practice and Pedagogy
(This course is cross-listed with EDU 315.) This course introduces students to theories and applications of writing as a social practice, including collaboration, editing, and tutoring. Throughout the semester, students will engage with theories of writing and apply these theoretical frameworks in environments of practice (such as writing centers and writing classrooms). Prerequisite: ENG 101, faculty recommendation and/or prior tutoring experience. 3 CR

ENG 317W Professional Writing
Covers gathering, organizing, and presenting technical information using standard business and professional formats, such as business correspondence, informal and formal reports, instructions, and others. Communication technology typical of the contemporary workplace is used. Prerequisite: ENG 101. 3 CR

ENG 320W Grant Writing in a Global Economy
In this workshop-driven class, students will research, design, write and submit proposals and grants. They will also learn and practice persuasive techniques. The course will end with the writing of individual comprehensive funding requests. Prerequisite: ENG 101 and ENG 317W. 3 CR

ENG 325W American Stories – Reading and Writing Memoir
In this class we will practice the art of reading and the craft of writing life stories, or *memoir*: works of prose inspired by reflecting upon and shaping one's experiences and history. We will read memories from a cross-section of voices, and reflect on how they represent the American experience. Each week short writing exercises will be assigned, as well as discussion questions related to the reading. You will also write two pieces of memoir (four to six pages) which will be shared with the class and revised accordingly. Prerequisite: ENG 101. 3 CR

ENG 330 Wham! Bang! Pow! Graphic Storytelling in Form and Practice
(This course is cross listed with ART 330 and INT 330.)The purpose of this course is twofold: to investigate critical methods in reading the graphic novel, and to explore the possibilities of creating sequential art through world and image. Throughout the semester, students will engage in in-depth studies of specific graphic novels and will learn numerous art techniques in order to engage in graphic storytelling of their own. Prerequisite: ENG 102w. 6 CR

ENG 331W African American Literature
This course introduces students to the African-American literary tradition and the critical questions and concepts central to this tradition. Students will study a variety of primary texts and explore some of the ideas, genres, and movements developed in response to and/or alongside these texts, such as the slave narrative, the tragic mulatto, the Harlem Renaissance, folklore, the Black Aesthetic, and black feminism.
Prerequisite: ENG 102W OR permission of instructor. 3 CR

ENG 335W Native American Literature
In this course students will be introduced to works by Penobscot, Kiowa, Cree, Lakota, Navaho, Coueur d'Alene, etc. writers. The class will discuss what it means to be labeled Native American, Indian, or Aborigine. The class will look at the clash of cultures between Europeans and the peoples with whom they came into contact in what came to be the United States. The class will also look at the distinct cultures covered by the label "Native American." We will discuss the use and abuse of stereotype. Prerequisite: ENG 102W. 3 CR

ENG 336W The Writers of Maine
Works of Sarah Orne Jewett, Edna St. Vincent Millay, Edwin Arlington Robinson, and Kenneth Roberts considered in detail. Works of fiction, nonfiction, and poetry by other Maine authors, past and present, also receive attention. Prerequisite: ENG 102W. 3 CR

ENG 337 Masculinities in Late 20th Century American Literature
(This course is cross listed with WGS 337.) Since the end of World War II, many books and articles have warned of a crisis of American masculinity. In this course, we will approach this so-called crisis by reading a variety of literary works that explore American masculinity, manhood and boyhood, through a variety of lenses including power, violence, nationalism, work, sports, race, age, class, and sexuality. Prerequisite: ENG 102W. 3 CR

ENG 340 Francophone Literature
Students will explore and discuss Francophone literary texts from a wide variety of regions throughout the world (i.e. North Africa, the Caribbean, North America, etc.). The class will examine the socio-political framework of colonization and decolonization for each work as well as its relationship to literary history. The role of France and its relationship with the people and countries of the Francophone world will also be discussed. This course is taught in English. Prerequisite: ENG 102W, or permission of instructor. 3CR

ENG 341W 20th Century American Literature
Students will utilize various critical approaches and reading strategies as they investigate important works, movements, and themes in 20th century American literature. The course will pay particular attention to multiple cultures and perspectives. Prerequisite: ENG 102W. 3 CR

ENG 347W The American Short Story: Sources, Forms, Development
The American short story examined in terms of sources and form from its beginnings to the present. Emphasis will be on the development and achievements of the short story as a major American contribution to world literature. Prerequisite: ENG 102W. 3 CR

ENG 348W European Short Story
Readings in the major short story fiction of England, France, Spain, Italy and Russia. Emphasis on the universal concerns of individual writers. Prerequisite: ENG 102W. 3 CR

ENG 350W Women Writers
(This course is cross listed with WGS 350W). This course aims to explore the different paths that women's writing has taken. Study will include authors from a range of historical periods and regions. Genres that may be examined include the novel, poetry, and drama, as well as less-traditional forms of writing such as diaries and letters. Prerequisite: ENG 102W. 3 CR

ENG 351W Creative Writing
This workshop-based course focuses on student's short stories and poems. Workshops consist of in-class analysis and critique. Revision techniques will be emphasized. Final portfolio required. Prerequisite: ENG 102W. 3 CR

ENG 352 Studies in Mythology and Fantasy
This course examines the mythological literature of specific culture (for example, Greek, Roman, Norse) and/or literature of a broad cultural mythology (for example Authurian literature, Tolkien and the works of the Inklings). The works will be studied as they reflect the cultures and historical contexts that inform them.
Prerequisite: ENG 102W. 3 CR

ENG 353W The Literature of War
In this course, we will ask what it means to capture the truth of war, especially the truth experienced by the individual who imagines, experiences, survives and gives witness to it. We will explore a variety of modes used historically to explain war to the uninitiated, including romanticism, realism, modernism and literature of the absurd. Prerequisite: ENG 101 3 CR

ENG 355 Dramatic Literature: Play Reading and Analysis
(This course is cross-listed with ENG 355.) This course is devoted to reading, discussing, and envisioning plays as literature and theater while examining their historical, political, and artistic contexts. Prerequisites: DRA 101 or ENG 102W, or permission or instructor. 3 CR

ENG 360W Selected Work of Shakespeare
A study of representative tragedies, comedies, romances, histories, and poems of Shakespeare.
Prerequisite: ENG 102W. 3 CR

ENG 366 Children's and Young Adult Literature
(This course is cross listed with EDU 366.) This course is designed to help students become familiar with the world of children's and/or young adult literature and to explore its curricular and recreational uses, critical issues surrounding its use, and instructional methods and contexts for sharing, encouraging, and reading a variety of this literature with students.
Prerequisite: ENG 101. 3 CR

ENG 375 Contemporary Latin American Literature
This course will provide a survey of Latin American literature of the 20th century and beyond, with particular attention to the relationship between literature and social change. Topics include relations between literature and the state, issues of national identity, race, class and gender; and concerns about historical representations and political memory. We will discuss a variety of styles, such as magic realism, testimonio, and creative nonfiction which cross traditional boundaries and experiment with language. Students will read short stories, poetry, creative nonfiction and novels. 3 credit. Prerequisite: ENG 102W or permission of the instructor. 3 CR

ENG 376W Medieval Literature
This course examines European literature (English and/or Continental) of the Middle Ages in terms of its cultural, social, and historical contexts. Prerequisite: ENG 102W (ENG 201W is also highly recommended). 3 CR

ENG 377W Renaissance Literature
This course examines European literature (English and/or Continental) of the Renaissance in terms of its cultural, social, and historical contexts. Prerequisite: ENG 102W (ENG 201W is also recommended). 3 CR

ENG 380 Comments, Tweets, and Texts: the Language of the Social Network
(This course is cross listed with HUM 380) How has digital communication affected our understanding of language and our connectedness to others? This online seminar will use social networking sites like Facebook and Twitter to highlight the way we write, publish, and interact online. In addition to processing social networking texts, we'll also evaluate blogs serving a variety of purposes from informing to entertaining us, noting the differences in their tone and complexity. Prerequisite: ENG 101 or permission of instructor. 3 CR

ENG 389 Topics in Literature
(Topic would be indicated.) Studies in a literature not offered regularly, e.g. literature of a particular period or milieu, or related to a special subject or aspect of culture. For associate and baccalaureate degree program students. Prerequisite: ENG 102W. 3 CR

ENG 390W 19th Century American Literature
Students will utilize various critical approaches and reading strategies as they investigate important works, movements, and themes in 19th century American literature. The course will pay special attention to multiple cultures and perspectives. Authors may include Lydia Maria Child, Nathaniel Hawthorn, Emily Dickinson, and Frederick Douglass, among others. Prerequisite: ENG 102W. 3 CR

ENG 394 Independent Study in English
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: ENG 101, ENG 102W, and completion of 60 credit hours. 1-6 CR

ENG 418 Cultural Criticism and Theory: The Arts of Social Change
(This course is cross listed with AME 418.) This course will consider the limits and possibilities of theory and criticism in the academy and in the "real world." We will conceptualize what theory and criticism are and how we will go about studying these throughout the course. We will interrogate our relationship to theory and criticism, critically considering the uses of cultural criticism and theory. We will consider theory and practice, thought and action, justice and power and how to use ideas toward transformation. Most of all we will be building a "tool box" of theory for our critiques of culture, our intervening actions, and our ideas about the arts of social change. Prerequisite: WST 101 OR ENG 201 OR an upper-level AME course OR permission of instructor. 3 CR

ENG 450W Poetry: Cross-Cultural Form and Theme
This course focuses on a wide range of poetic forms, which may include folk ballads, hip hop, Eastern haiku, Western sonnet, traditional and exploratory verse. We will also study a variety of poets from 18th century United States. Attention will be given to history, culture and identity, as well as cross-cultural poetic themes, e.g. love, the landscape, displacement. Students will analyze poetic formats and trends, explore a cross-section of international poets, and consider the place of the artist in the world today. Prerequisite: ENG 201W. 3 CR

ENG 452W Creative Writing II
An advanced course in creative writing with emphasis on writing short stories, poetry, and memoir. In a workshop setting, students will critique one another's work and develop a creative portfolio over the semester. Prerequisites: any literature course and ENG 351 or equivalent/permission of instructor. 3 CR

ENG 458W Race and Ethnicity in American Literature and Culture
(This course is cross listed with AME 458W,) While we often consider America the "melting pot" or even the "salad bowl," race and ethnicity have had contested meanings and applications throughout U.S. history; these meanings have often been constructed and contested through literature. This course aims for a better understanding of these important concepts and considers the various meanings of race and ethnicity in U.S. culture explored in and through a variety of literary and cultural texts. Prerequisites: ENG 300W, or AME 201W, or permission of instructor. 3 CR

ENG 460 Selected Authors
Focuses on one or more major authors for an in-depth study. Offered periodically. Prerequisites: ENG102W and any 300-level English course. 3 CR

ENG 461W Romantic and Victorian Poetry
Study of the major British Romantic and Victorian poets. Prerequisites: ENG 102W and any 300-level English course. 3 CR

ENG 468W The English Novel
Studies origin and development of the English novel from its beginnings in the eighteenth century to the present. Prerequisites: ENG 102W and any 300-level English course. 3 CR

ENG 470W Literature of the Holocaust
This course will examine literature of the Holocaust from various perspectives: writers who perished in the Holocaust; survivors; and writers who speak to the event without direct experience. We will explore memoirs, poetry, and testimony, consider issues of historical and cultural representation, and discuss challenges of translation. Prerequisites: ENG 102 and any 300-level English course. 3 CR

ENG 475W Postcolonial Fictions
This class will focus on texts by authors from previously colonized nations as well as theoretical works that illuminate the post/colonial discourse. Study will be organized around recurrent themes and issues in postcolonial narratives, including the writing of history, nationalism, identity, gender, and race; students will also focus on the specific social, cultural and historic contexts from which these texts emerge. Prerequisites: ENG 102 and any 300-level English course. 3 CR

ENG 486 History of Literary Criticism and Critical Theory
A study of literary criticism and theory from Plato to the present day critical theorists. Following a brief introduction to the methods and practices of critics in the Classic, Neo-Classic, and Romantic periods, the course will focus on twentieth century critical theories. Specific theories to be studied may include structuralism, psychoanalytic theory, Marxist criticism, deconstruction, feminist theory, and the new historicism. Prerequisite: ENG 102W and any 300-level English course. 3 CR

ENG 489 Topics in Literature
(Topic would be indicated.) Studies in literature not offered regularly, e.g. literature of a single century, period, or milieu. For baccalaureate degree students. Prerequisites: junior standing (60 semester hours completed) plus appropriate prerequisite in discipline when topic is approved. 3 CR

ENG 494 Independent Study in English
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: ENG101, ENG102W, and completion of 90 credit hours. 1- 6 CR

ENG 496 English Internship
Students spend an academic semester working at a professional venue gaining real-world experience. They obtain skills in writing, speaking, working as members of a team, and/or learning specialized applications. Typically, students will have achieved junior-level standing at UMA before seeking an internship.
Prerequisite: permission of program Coordinator. 1-6 CR

ENG 499W Senior Seminar
This course enables English majors to engage in rigorous discussion and research. Students will participate in theoretical debates surrounding the study of English and pursue an independent semester-long research project that culminates in a substantial senior essay. Prerequisites: ENG 201 and a minimum of 18 credit hours in the major. 3 CR

FORENSIC SCIENCE

FOC 360 Advanced Forensic Science I
(This course is cross listed with BIO360.) An in-depth examination of blood grouping procedures for red cell antigens, isoenzymes and serum proteins, identification and typing of body fluids and their stains. The collection, processing, and handling of biological materials in casework will also be addressed. In the laboratory component of the course students work with unknowns designed to simulate biological evidence problems. Prerequisite: BIO 110. 4 CR

FOC 361 Advanced Forensic Science II
(This course is cross listed with BIO 361.) An in-depth examination of topics in modern criminalistics including hair and fiber analysis and comparison, fingerprints, firearms and tool marks, and forensic chemistry. In the laboratory component of the course students will work with unknowns designed to simulate physical evidence problems. Prerequisites: BIO 110 and CHY 115. 4 CR

FRENCH

FRE 101 Elementary French I
An introductory course with emphasis on development of listening comprehension, speaking, reading, and writing skills. For students who have had no French or one year of high school French. 4 CR

FRE 102 Elementary French II
Continuation of FRE 101. Emphasis on development of listening comprehension, speaking, reading and writing skills. Prerequisite: FRE 101 OR a minimum score of 70% on the French Placement Test OR permission of instructor. 4 CR

FRE 103 Basic French Conversation: Beginners and Beyond
This course is tailored to the interests, needs, and abilities of the class members: you may be learning French for the first time or wish to brush up (or re-awaken your French). Your language skills are reinforced while you learn more about French-speaking cultures, including local Franco-American culture. Authentic cultural materials, such as art, film, food, advertising, websites, travel guides and music are incorporated into the curriculum. The content for this course changes each semester and it can be repeated for credit. 1 CR

FRE 201 Intermediate French Immersion Travel (Quebec Weekend)
Embark upon a cultural travel experience to Quebec that will immerse you in French and acquaint you with Quebecois culture! You will improve your French in a conversational context during workshops and by completing activities throughout the city. Activities may include: shopping excursions, ordering meals, local history and culture, a visit to an art museum, and attending a theatre production. The course fee includes lodging and most meals. This course may be repeated for credit. Prerequisite: FRE 102 or permission of instructor (may be taken concurrently with FRE 102). 1 CR

FRE 202 Intermediate French Immersion Travel (Blueberry Cove by the Sea)
Embark upon a travel experience that will immerse you in French and acquaint you with French-speaking cultures! Spend a weekend at Blueberry Cove during our annual camping trip! You will attend workshops and use your French in a conversational context. Workshops may include: music, pronunciation, Franco-American and/or Quebecois culture, art, theatre, and crepe making. The course fee includes lodging in rustic cabins and all meals. This course may be repeated for credit. Prerequisite: FRE 102 or permission of instructor (may be taken concurrently with FRE 102). 1 CR

FRE 203 Intermediate French I
An intermediate course for further development of speaking fluency, listening comprehension, and reading and writing skills. Includes a review of grammatical structures, literary and cultural readings, and discussions in French. Prerequisite: FRE 102 OR 2 years of high school French. 4 CR

FRE 204 Intermediate French II
Continuation of FRE 203. An intermediate course for further development of speaking fluency, listening comprehension, and reading and writing skills. Includes a review of grammatical structures, literary and cultural readings, and discussions in French. Prerequisite: FRE 102 OR 3 years of high school French. 4 CR

FRE 294 Independent Study in French
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to become more independent in his or her learning. The course may be repeated for credit. Prerequisites: FRE 102 and completion of 30 credit hours. 1-6 CR

FRE 305 Language and Culture of the Francophone World I
Continuation of FRE 204. An intermediate course for further development of speaking fluency, listening comprehension, and reading and writing skills. Includes a review of grammatical structures, literary and cultural readings, and discussions in French. Prerequisite: FRE 204 or permission of instructor. 4 CR

FRE 306 Language and Culture of the Francophone World II
Continuation of FRE 305. An intermediate course for further development of speaking fluency, listening comprehension, and reading and writing skills. Includes a review of grammatical structures, literary and cultural readings, films, and discussions in French. Prerequisite: FRE 305 or permission of instructor. 4 CR

FRE 394 Independent Study in French
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to become more independent in his or her learning. The course may be repeated for credit. Prerequisites: FRE 2xx and completion of 60 credit hours. 1-6 CR

FRE 494 Independent Study in French
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to become more independent in his or her learning. The course may be repeated for credit. Prerequisites: FRE 3xx and completion of 90 credit hours. 1-6 CR

GEOGRAPHY

GEO 101 Introduction to Geography
A survey of the field of geography. The course is designed to introduce students to basic concepts and exercises of geography with emphasis upon human interaction with the environment. 3 CR

GEOLOGY

GEY 101 Physical Geology
A study of the earth materials and processes, volcanism, mountain building, the work of the seas, streams, ice and winds. Laboratory work includes an elementary consideration of minerals, rocks, and maps. Lecture, laboratory and field trips. Prerequisite: minimum grade of C in REA 008, ENG 005 or ENG 100 and MAT 009 OR appropriate scores on the UMA Placement Test. 4 CR

GEY 103 Environmental Geology
This course is designed to introduce the student to the geologic environment within which we live. It will demonstrate how geologic activities, such as earthquakes and volcanic eruptions impact our existence, and how human activity, such as waste disposal, soil erosion and water pollution, impact the environment we depend on for existence. It will present basic geologic principles, the formation and structure of the Earth, and its ever-changing character. Several field trips, including two possible Saturday trips, are planned as laboratory exercises. Prerequisite: minimum grade of C in REA 008, ENG 005 or ENG 100 and MAT 009 OR appropriate scores on the UMA Placement Test. 4 CR

GEY 289 Topics in Geology
(Topic would be indicated.) A course devoted to subject areas in geology that are not among the regularly scheduled geology offerings, but in which there are apparent student needs that necessitate periodic offering. Prerequisite: previous college course in geology, chemistry, or physics. 3 CR

HONORS

HON 188 The Interdisciplinary Colloquium
(This course is cross listed with INT 188) A one-credit course that connects to the convocation/academic theme and student conference. Each class meeting faculty will talk about their work in relation to the theme (once a week for 50 minutes). Students will engage in conversation online after the weekly presentation. Attendance at the Interdisciplinary Student Conference required (distance options available). 1 CR

HON 208 Introduction to Interdisciplinary Studies
(This course is cross listed with INT 208) In an increasingly complex world, the subjects we study don't always fit into predetermined boxes. Introduction to Interdisciplinary Studies gives students the tools needed for an understanding, and application of, complex and layered ideas. Students will learn how interdisciplinary studies developed, why it is valuable to education, and how it can be used in-and beyond-education. Prerequisite: ENG 101. 3 CR

HON 294 Honors Independent Studies
With independent reading, discussion, and consultation with a faculty sponsor, the student will pursue a topic of specialization in depth. Topic and course of independent study will be reviewed and approved by the Honors Council and Honors Program director. Credit to be arranged. 1-6 CR

HON 295 Honors Readings
An individually or group arranged program of readings and discussions under the guidance of a faculty sponsor. Prerequisite: Admission to the Honors Program and HON 300W. 3 CR

HON 300W Critical Thinking and Writing
An introduction to the principles and standards for thinking and communicating clearly and effectively. Intended to improve the student's ability to analyze, interpret, and evaluate issues, ideas, and problems. Prerequisite: ENG 101 or CLEP waiver, or permission of Director of Honors Program. 3 CR

HON 301 Honors Colloquium
A topical seminar which analyzes selected critical writings pertaining to a central idea or theme (e.g. the concept of utopia). The course provides practice in the application of the principles and instruments of criticism. Prerequisite: HON 300W or permission of the director of the Honors Program. 3-4 CR

HON 330 Honors Service Learning Experience
The UMA Honors Program supports participation in service to the University and the wider community. Therefore, students in this course participate in a structured, reflective, and analytical service-learning project under the supervision and guidance of a faculty mentor. Prerequisite: Admission to the Honors Program or permission of the Honors Council and HON 300W. May be repeated for credit. Credit to be arranged. 1-6 CR

HON 360 Qualitative Research Methods
(This course is cross listed with SSC n360.) This course is designed to teach students about the theoretical approaches, implications, assumptions, and applications for effective qualitative research design. Students will learn the place of qualitative research in the social sciences and related fields. Students will complete two applied qualitative research activities. 3 CR

HON 401 Leadership Seminar
(This course is cross listed with SSC 317.) This course is designed to provide emerging and existing leaders the opportunity to explore the concept of leadership and to develop and improve their leadership skills. Emphasis is on the application of theory in case studies, readings, films, and personal experience. Prerequisites: ENG 101, any COM, and SOC 101 OR PSY 100. 3 CR

HON 410 Senior Honors Thesis
The students will prepare a research proposal, review appropriate literature, and present a final thesis. Projects will be evaluated by the supervising faculty member and the Honors Council, and the findings presented to other students. Prerequisite: HON 300W, HON 301, and acceptance to the Honors Program. 3-6 CR

HON 494 Honors Independent Studies
With independent reading, discussion, and consultation with a faculty sponsor, the student will pursue a topic of specialization in depth. Topic and course of independent study will be reviewed and approved by the Honors Council and Honors Program director. Credit to be arranged. 1-6 CR

HISTORY

HTY 103 United States History I
From the exploration of America to 1877. The development of democracy, growth of the West, slavery and sectionalism, the Civil War, and Reconstruction. Prerequisite: ENG 101. 3 CR

HTY 104 United States History II
From 1877 to recent years. The making of modern America, industrialism, imperialism and other topics. Prerequisite: ENG 101. 3 CR

HTY 105 World Civilizations I, Prehistory to 1500
This course is an introductory comparative exploration of various world civilizations through themes such as gender, religion, war, ecology, and ethnicity. Voices of individual lives are used to compare cultures and civilizations. Prerequisite: ENG 101. 3 CR

HTY 106 World Civilizations II, 1500 to Present
A global survey of the interacting roles of gender, nation, race, and class in the modern age of capitalism, imperialism, and world war. Voices of individual lives are used to compare cultures and civilizations. Prerequisite: ENG 101. 3 CR

HTY 120 History of Aviation
(This course is cross-listed with AVI 120.) This course will examine the history of aviation, including the milestones in the history of flight and the events that have influenced modern aviation internationally from 1783 to the present. Historical evidence, such as artifacts and recorded documents, will be examined to document the role aviation has played in world events. The course will explore the political, economic, social, scientific and cultural impacts of aviation. Prerequisite: ENG 101. 3 CR

HTY 204 American Foreign Policy
Surveys American foreign policy since 1945 and its results in our current international posture. Covers the methods and assumptions of the policy makers, the myths and fallacies of policy, and the responsibilities of states in the international family. Includes an overview of the American stance in Europe, Latin American, Africa, and Asia and the U.S. policy on such diplomatic questions as revolution, co-existence, war, and counterinsurgency. Prerequisite: ENG 101. 3 CR

HTY 289 Topics in History
(Topic would be indicated.) A course devoted to subject areas in history that are not among the regularly scheduled history offerings, but in which there are apparent student needs for periodic offering. For associate degree students. Prerequisite: ENG101. 3 CR

HTY 294 Independent Study in History
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: a two-semester history survey and completion of 30 credit hours. 1-6 CR

HTY 310 History of Maine
This course will survey the social, economic and political history of the State of Maine from prehistoric times until the recent past. It will emphasize the important role that people from different ethnic and cultural backgrounds have had in shaping the unique character of the state. It will also explore Maine's connections with and contributions to the history of United States and worldwide events. Prerequisites: ENG 101 and any history course OR permission of instructor. 3 CR

HTY 321 The Immigrant in American History
An examination of the causes of migration to the New World, from the colonial period to the Immigration Law of 1965. The impact of the immigrants and their culture on American society. Prerequisite: ENG 101. 3 CR

HTY 325 The History of Human Rights
This course will trace the evolution of human rights from ancient religious and secular traditions to their influence on the struggle for human rights and social justice today. Students will explore the historical events, ideas, and legal developments that contributed to our modern understanding of universal human rights. Prerequisites: ENG 101, HTY 103 and HTY 104 or HTY 105 and HTY 106. 3 CR

HTY 331 History of the American Worker
An examination of the history of American workers from colonial times to the present. Topics include class formation, work and community, labor organization, labor and the State, as well as ethnic, gender and racial divisions within the working class. Prerequisites: ENG 101 and HTY 103 or HTY 104. 3 CR

HTY 341 History of American Slavery
An examination of American slavery from colonial times to Reconstruction. Students will explore slavery as a labor, legal, racial, and gender system. A large part of the course will be devoted to slaves' stories in their own words. This course will also look at the impact of slavery on white owners and non-owners as well as on national politics. It will study both the abolitionists and the defenders of slavery. Prerequisite: ENG 101 and HTY 103 OR permission of instructor. 3 CR

HTY 350 Twentieth Century World History
This course examines the history of the world in the 20th century - the two world wars; the Russian, Chinese, Mexican, and Cuban revolutions; and national liberation struggles in Africa and Asia. It also addresses the evolution of international economic and political systems and the influence of the West on the lives of people everywhere. Prerequisite: ENG 101 and three credit hours in history. 3 CR

HTY 359 U.S. History Since WW II
This course will study the post World War II history of the United States. It will consist of a brief survey of the entire period as well as in-depth studies of selected topics. These topics may include the dilemmas of the U.S. as a world power, the Vietnam War, economic growth and stagnation, class and citizenship, rise and fall of the New Deal order, the black freedom struggle, the challenge of feminism, and the rise of the new Conservatism. Prerequisites: ENG 101 and HTY 104 OR permission of instructor. 3 CR

HTY 360 History of International Relations
This course will focus on the origins and development of the Cold War, the development of regional, religious, cultural, and ethnic conflicts throughout the world that had little to do with the Cold War dynamics of super power rivalry, and the continuing importance of inter-state conflict and cooperation in the era of globalization. Prerequisite: ENG 101 and HTY 102 OR HTY 104 OR HTY 106. 3 CR

HTY 365 Camden Conference: International Policy
The Camden Conference is held each February with internationally recognized experts in their field of politics, economics, or academics, speaking on a particular aspect of foreign policy affecting global concerns, including United States relations with a specific country or region. Designed for each year's individual Camden Conference topic, this course will examine the politics, economic, and political leadership of those involved in the topic. Prerequisites: ENG 101, HTY 104 or HTY 106 (minimum B grade), or by special permission. 3 CR

HTY 371 History of Modern China
This course examines the historic transformations that led to the development of modern China. It covers the forces that led to the fall of the Qing dynasty, the rivalry between the Nationalist Guomindang and Communist parties, the emergence of the People's Republic of China under Mao Zedong, and the consequences of the Chinese revolution. Finally, it considers the changes that have transformed China from the end of the 20th century until today. Prerequisite: ENG 101 and HTY 105 OR HTY 106. 3 CR

HTY 389 Topics in History
(Topic would be indicated.) A course devoted to subject areas in history that are not among the regularly scheduled history offerings, but in which there are apparent student needs for periodic offerings. For associate and baccalaureate degree program students. Prerequisite: ENG 101 (additional prerequisites may be assigned at time of topic approval). 3 CR

HTY 394 Independent Study in History
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: a two-semester history survey and completion of 60 credit hours. 1-6 CR

HTY 457 Civil War and Reconstruction
This course will study the Civil War and Reconstruction era in U.S. history (1847-1877). It will consist of a brief survey of the entire period as well as in-depth studies of selected topics. These topics may include battles and leaders, gender and the War, post-emancipation race relations and the social construction of class. Prerequisites: ENG 101 and HTY 103 OR permission of instructor. 3 CR

HTY 489 Topics in History
(Topic would be indicated.) A course devoted to subject areas in history that are not among the regularly scheduled history offerings, but in which there are apparent student needs for periodic offerings. For baccalaureate degree students. Prerequisites: ENG 101 and junior standing (60 semester hours completed). 3 CR

HTY 494 Independent Study in History
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: a two-semester history survey and completion of 90 credit hours. 1-6 CR

HOLOCAUST, GENOCIDE, & HUMAN RIGHTS

HGH 301 Holocaust: From Prejudice to Genocide
An exploration of the conditions and events that made the Holocaust possible in a "civilized" 20th century Europe. An historical review of anti-Semitism from antiquity through the Crusades, the Spanish Inquisition, and the Enlightenment through the 20th century will be presented. The uniqueness of the Holocaust and its comparison to other genocides will be examined. Prerequisites: ENG 101 and at least one social science course and one humanities course. 3 CR

HGH 367 Genocide in our Time
This course will analyze the nature of evil/genocide by examining five examples of government or ideologically initiated murder: The Herero Tribe of SW Africa, the Armenians in Turkey, the Holocaust, the Cambodian "killing fields," and Rwanda. Students will seek to understand the historical background and reality of victim, bystander, and victimizer. The course will employ several approaches to understanding, including psychological, philosophical, religious, sociological, and political. Prerequisites: ENG 101 and HTYxxx, OR permission of instructor. 3 CR

HUMANITIES

HUM 121 Native American Cultures I
A comprehensive survey of the major Native American cultures that existed in North, Central, and South America before the European invasion. Cultures studied will include paleo, archaic, formative, classic, and post-classic examples from throughout the Americas. Prerequisite: ENG 101. 3 CR

HUM 122 Native American Cultures II
A survey of traditional Native American cultures and their relationships to European cultures. Following an overview of traditional cultures in North, Central, and South America, representative cultures from each of the three geographic areas will be studied in detail. Prerequisite: ENG 101. 3 CR

HUM 289 Topics in Humanities
(Topic would be indicated.) Studies in the humanities not regularly offered, e.g., specific aspects of elected cultures; cultural surveys of particular times and places or thematic exploration of man's past. For associate degree students. Prerequisite: ENG 101. 3 CR

HUM 310W Introduction to LGBT Studies
(This course is cross listed with WGS 310W) LGBT studies considers how and why sexuality are cultural constructions. In broad terms, this course will seek to answer the questions: what does it mean to be gay, lesbian, bisexual, and /or transgendered? The LGBT experience(s) will be placed in various cultural, historical, and social contexts. Prerequisite: ENG 101 (WGS 101W is also recommended but not mandatory). 3 CR

HUM 330 Science, Technology and Ethics
(This course is cross listed with SSC 330.) This course will increase scientific, technological, and ethical literacy by examining contemporary social, moral, and political issues in science, technology, and society. Issues in the following areas that impact our lives will be analyzed: natural resources and energy; medical technologies; weapons development; communications technologies. Prerequisites: ENG 101 and PHI 103 or any ethics course, OR permission of instructor. 3 CR

HUM 333 Issues in Future Studies
(This course is cross listed with SSC 333) Future studies is an interdisciplinary area of research and speculation concerned with social and global forecasting and methodologies, the creation of alternative futures, and development of strategies for shaping or avoiding alternative futures. Through varied readings, research, and discussion, students will investigate aspects of the future through diverse lenses, including ethics, sociology, esthetics, and technology. Prerequisite: ENG 101. 3 CR

HUM 350W Franco-Americans: Cultural Identity in Context
This course offers the opportunity to learn about the history and culture of Franco-American New England from socio-linguistic, historical, and literary perspectives. Students will be encouraged to think about cultural identity in general, and to personalize the course by reflecting on their own background and identity.
Prerequisite: ENG101. 3 CR

HUM 380 Comments, Tweets, and Texts: the Language of the Social Network
(This course is cross listed with ENG 380) How has digital communication affected our understanding of language and our connectedness to others? This online seminar will use social networking sites like Facebook and Twitter to highlight the way we write, publish, and interact online. In addition to processing social networking texts, we'll also evaluate blogs serving a variety of purposes from informing to entertaining us, noting the differences in their tone and complexity. Prerequisite: ENG 101 or permission of instructor. 3 CR

HUM 389 Topics in Humanities
(Topic would be indicated.) Studies in the humanities not regularly offered, e.g., specific aspects of elected cultures; cultural surveys of particular times and places or thematic exploration of man's past. For associate and bachelor degree program students. Prerequisite: ENG 101 (additional prerequisites may be assigned at the time of topic approval). 3 CR

HUM 390 Survey of Political Theory
(This course is cross listed with POS 390). A survey of political theories from ancient Greece to modern times. The approach is historical and seeks to relate theories of politics to the environment in which they developed. Open to upper level undergraduate students. Prerequisite: ENG 101. 3 CR

HUM 489 Topics in Humanities
(Topic would be indicated.) Studies in the humanities not regularly offered, e.g., specific aspects of elected cultures; cultural surveys of particular times and places or thematic exploration of man's past. For baccalaureate degree students. Prerequisite: ENG 101 and junior standing (60 semester hours completed). 3 CR

HUMAN SERVICES

HUS 101 Introduction to Human Services
An introduction to social welfare systems and their functions as they relate to social needs and problems within the political, social and economic contexts. An overview of the history and development of social welfare systems, the range of current social services and the knowledge and skills necessary for responding to human needs. 3 CR

HUS 125 Chemical Dependency
This course introduces the student to basic information concerning chemical addiction. Covered are the psychological and physiological effects of alcohol and other abused drugs, the nature of addiction, and substance abuse as a family condition. Alcoholics Anonymous and other self-help groups and programs and treatment modalities are addressed. 3 CR

HUS 130 Developmental Disabilities
Explores the physiological, educational, psychological, and familial characteristics of developmental disabilities for children and adults. Mental retardation, cerebral palsy, epilepsy, autistic disorder and other disabilities will be presented within current and historical contexts regarding public attitudes, diagnostic criteria and services. 3 CR

HUS 134 Cultural Competence in the Helping Professions
This course familiarizes students with the theoretical and practical components of cultural competence. By understanding the elements of multicultural helping, students will develop a foundation for working with a variety of issues and populations. Topic areas will include the nature of prejudice, racial and ethnic identity, individual and collective worldviews and the study of specific cultural groups. Practical strategies and cultural self-awareness will also be emphasized as essential to effective intervention with clients. 3 CR

HUS 160 Perspectives on Infants, Toddlers and Young Children
(This course is cross-listed with EDU 160.) An introduction to the nature and needs of young children. Developmentally appropriate methods of care-giving will be studied. Interpersonal skills needed for working with young children and their families will be developed through discussion and role playing. Descriptions of services for young children will be presented by professionals working in the field. 3 CR

HUS 201 Pre-Practicum
The primary objective of this Pre-Practicum is to secure a practicum field placement for a following semester which matches your skills, attitudes and interests, and which contributes to your professional development. During the course, students will be expected to initiate a background check, consistent with the requirements of their planned internship site(s).
Prerequisite: completion of 45 degree credits. 1 CR

HUS 210 Career Experience in Human Services
Career experience combines theoretical and experiential education. Students are assigned to an agency which provides client services in the student's occupational field of interest. Seminar topics focus on social service issues, confidentiality, therapeutic modalities and leisure activities designed for a diverse clientele. Students will prepare a portfolio of representative work to culminate their learning experiences. Enrollment limited to social services degree candidates who have accumulated at least 40 credit hours of course work or 21 credit hours in a certificate program. Eight hours a week for field experience plus a 2 1/2 hour weekly seminar. Prerequisite: HUS 101 and sophomore level standing in the A.S. Mental Health and Human Services. 4 CR

HUS 212 Case Management
Building upon an understanding of the social systems model, this course examines the various approaches to case management in mental health and social service settings. Content areas address history and concept stages of engagement, assessment, planning, linkage, coordination, advocacy, disengagement and organization supports.
Prerequisite: HUS 101. 3 CR

HUS 215 Introduction to Therapeutic Activities
An introductory course for health care professionals working with clients in institutional and community settings. The course covers a theoretical approach to therapeutic activities including recreational, occupational and expressive arts programs. Characteristics of clients will be addressed with attention given to development of programs to meet individual and group needs. Prerequisite: PSY 100. 3 CR

HUS 218 Community Mental Health
An overview of the community mental health care system including prevention, crisis services, cultural competence, and consultation. Emphasis will be on contemporary community mental health care throughout the life span. While community mental health programs serve a variety of client needs, this course will focus on the practices related to helping persons with serious mental illness. 3 CR

HUS 220 Child Mental Health
An interdisciplinary applied course that expands on the physical, emotional, intellectual and social growth processes. Addresses positive mental health and explores prevention, detection and rehabilitation programming.
Prerequisite: PSY 100. 3 CR

HUS 221 Adolescent Mental Health
An interdisciplinary applied course which integrates physical, emotional, intellectual and social aspects of adolescent development. Explores prevention, detection and rehabilitation programs. Emphasis on interrelationships of the physiological, psychological and cognitive systems. Prerequisite: PSY 100 or permission. 3 CR

HUS 222 Psychosocial Rehabilitation
Examines the basic principles of psychosocial rehabilitation with focus on client assessment planning, intervention, and rehabilitation services. Psychosocial rehabilitation approaches are applied to mental health and social services systems. Prerequisite: HUS 101 or HUS 218. 3 CR

HUS 224 Fundamentals of Community Practice and Involvement
This course introduces the student to community practice within the context of human services. It provides an exploration and understanding of the skills and knowledge necessary for responding to client needs. Prerequisite: HUS 101. 3 CR

HUS 229 Models of Addiction
(This course is cross listed with PSY 229) This course will offer a comprehensive overview of the process of addiction. Identifying characteristics including physical, psychological/emotional and behavioral mechanisms and symptoms will be examined. The models will be applied to identification and treatment of addiction in general, including special populations. Prerequisite: PSY 100. 3 CR

HUS 232 Crisis Counseling
An introduction to crisis theories and an overview of various types of crises. Students will understand the nature of crisis. Effective intervention skills and appropriate referral procedures are addressed from a crisis management perspective. Ethical, legal, and social issues will be discussed. Prerequisite: PSY100 or permission. 3 CR

HUS 233 Sexual Abuse and Trauma
Presents the experience of sexual abuse and trauma from the perspective of survivors, perpetrators and others involved. Treatment techniques and community responses involving both survivors and perpetrators are viewed within the context of various modalities. Prerequisite: HUS 101 or PSY 100. 3 CR

HUS 236 Foundations of Vocational Rehabilitation
Examines the vocational rehabilitation process, focusing on evaluation, planning, treatment and placement. Provides an overview of the historical, philosophical, theoretical and operational foundation of vocational rehabilitation, particularly as it applies to people with behavioral health problems and disabling conditions. Prerequisite: HUS 101. 3 CR

HUS 240 Human Services for an Aging Population
Topics include the social policies, programs, services, quality of life, societal attitudes, retirement, living environment, and the role of the human services practitioner. The myths and realities of aging are also addressed.
Prerequisite: HUS 101. 3 CR

HUS 262 Introduction to Autism Spectrum Disorder
(This course is cross-listed with EDU 262.) This course provides students with an introduction to Autism Spectrum Disorders (ASDs), research surrounding the disability, diagnostic criteria, assessment, intervention strategies and laws involving IDEA and DSM V. This course also focuses on the role of the families including cultural values and beliefs. Prerequisite: PSY 100. 3 CR

HUS 263 Family Interactions
Presents issues and dynamics which affect family functioning. Family relations, stresses, and strengths are examined within the context of human service delivery systems. Both contemporary and historical influences are addressed from multicultural perspectives. Prerequisite: HUS 101 or permission. 3 CR

HUS 279 Practicum
Offers students the opportunity to work under supervision in a public or private agency for approximately 16 hours a week per semester (220 total hours). Students maintain weekly contact with the instructor to report on progress of established goals and objectives. Preparation of a comprehensive portfolio is required. Prerequisite: HUS 316 and a minimum of 45 credits toward a degree in Mental Health and Human Services including COL 214. 6 CR

HUS 289 Topics in Human Services
(Topic would be indicated.) A course devoted to subject areas in human services that are not among the regularly scheduled human services offerings, but in which there are apparent student needs that necessitate periodic offering. For associate degree students. Prerequisite: HUS 101. 3 CR

HUS 298 Independent Study
May include research, reading or an experiential project to gain additional knowledge of particular human service worker functions conducted under the guidance of a human services faculty member. Prerequisite: Permission. 1-3 CR

HUS 305 Group Process
This course provides both an experiential and theoretical basis for the study of group dynamics and leadership styles. An overview of communication systems, individual role functions, group cohesion and group conflict are presented. Role playing, psychodrama and group facilitation techniques are considered for application in social service and rehabilitation settings. Prerequisite: PSY 100 or SOC 101. 3 CR

HUS 306 Behavior Modification
(This course is cross listed with PSY 306.) The principles of operant conditioning and applications to the understanding and control of behavior in everyday life situations including the classroom. Prerequisite: PSY 100. 3 CR

HUS 308 Assessment and Planning
This course presents models of assessment and planning in the context of clinical and rehabilitation settings. It will also familiarize students with a selection of methods, techniques, and instruments commonly used to assess client skill and support levels. The preparation of a collaborative support plan based on assessment data is required. Prerequisite: HUS 212 and MAT 100 or higher. 3 CR

HUS 314 Human Services Management
Explores management theories and examines the process and techniques involved in the management of small, community-based human service programs. Covers policy development, personnel management, fiscal responsibilities, goal setting, and report and grant writing. Prerequisite: HUS 101 or 218 or permission. 3 CR

HUS 316 Applied Professional Ethics
This course addresses the need for and application of ethical standards and practices in mental health, human services and related professions. Models and resources for ethical decision making will be presented and applied to hypothetical situations. Prerequisite: HUS 101 and HUS 212. 3 CR

HUS 318 Adolescence, Substance Abuse and Criminality
(This course is cross listed with SSC 318) This course integrates the study of adolescent development, alcohol and other drug use, abuse, and dependency, and criminality among adolescents and young adults. Case studies and group projects address problem definition, strategies for intervention, and rehabilitation issues. Prerequisite: an introductory social science, human service, or criminal justice course. 3 CR

HUS 323 Infant Mental Health
Presents a multidisciplinary perspective on infant mental health (IMH). Practical applications of current research will be explored. Infant mental health dynamics and the primary attachment and care giving relationship(s) will be examined in depth. Topics include risk and protective factors, assessment, psychopathology, and early intervention and infant-toddler childcare practices. Prerequisite: HUS 220. 3 CR

HUS 326 Chemical Dependency Counseling
Areas covered include treatment process, with emphasis on group process; counseling techniques and theory; and human development, with emphasis on adolescence, adulthood and counseling ethics. Prerequisite: HUS 125 or equivalent. 3 CR

HUS 328 Creative Development and Art for Young Children
(This course is cross-listed with EDU 328.) This course provides an overview of how art and creativity influence young children and how early childhood educators, parents, and adults who work with children can assist in this process. Students will consider the important role art plays with children who may be handicapped or from a diverse background. This comprehensive introductory course includes an exploration of a variety of materials, activities, and projects that will stimulate creativity in children. Students will study artists and current children's illustrators and review children's books. Prerequisite: PSY100 or permission of instructor. 3 CR

HUS 330 Interviewing and Counseling
Theory and practice of psychological interviewing for the purposes of gathering data and/or modifying human behavior including current theories and techniques of counseling and psychotherapy. Includes experience with interviewing and counseling techniques and the proper use of referral. Prerequisite: PSY 100. 3 CR

HUS 331 Substance Abuse Counseling for Special Populations
This course is designed to familiarize students with diagnostic and counseling strategies which focus on the treatment needs of adolescents, the elderly, persons with mental illness, and persons with mental retardation. Both group and individual counseling techniques will be taught including methods for recovery and relapse prevention. Prerequisite: successful completion of a substance abuse
course. 3 CR

HUS 332 Addiction and the Family
(This course is cross listed with SSC 332) The course acquaints students with research findings and clinical data regarding the effects of addiction on various family systems. The conditions of co-addiction, co-dependency and family dysfunction are studied within the contexts of family systems and society as a whole. The development of the functional self as the foundation for healthy interpersonal relationships is explored. Prerequisites: HUS 125 and PSY 100. 3 CR

HUS 342 Trauma and Addiction
This course will offer a comprehensive overview of the complex relationship between trauma and various chemical and process addictions. Biological underpinnings of both trauma and addiction will be reviewed. Psychological and social factors related to both conditions will be discussed. Treatment models and treatment strategies for clients with these comorbid conditions will be reviewed. Prerequisite: PSY 229 OR HUS 125. 3 CR

HUS 345 Problems and Interventions in Childhood
(This course is cross listed with PSY 345.) This course is designed to be part of the professional preparation for students who will be working with children and their families in a variety of careers social work, education, child care, nursing, etc. A broad range of childhood issues and difficulties are addressed with specific interventions and curriculum adaptations suggested. Students consider how the field has been defined by laws including IDEA, ADA, 504, and PL 94-142. Prerequisite: PSY 100 OR PSY 308. 3 CR

HUS 349 Supervision in Health and Human Services
Focusing on the essence of supervision in the context of social/human service organizations and practice, this course will explore a range of models of supervision as well as the roles, tasks, functions and processes of supervision, including issues of liability, stress and burnout. Prerequisite: HUS 212 and HUS 305 or HUS 330. 3 CR

HUS 350 Mental Health and Aging
This course provides a comprehensive overview of the unique health and treatment needs of the psychiatrically ill, older adult. It will enable mental health care givers to provide age sensitive care in a variety of settings. Topics will include biological, social, psychological and physical aspects of aging, dementia, and major psychiatric disorders. Prerequisite: PSY 100. 3 CR

HUS 352 Intervention for Families with Children
(This course is cross-listed with EDU 352.) Interventions appropriate for young children and their families are explored. Social policy, chronic life conditions, and methods for empowering families are addressed. The family life cycle and multicultural perspectives are examined in the context of the school, the family, and the community. Prerequisite: PSY 100. 3 CR

HUS 354 Behavioral Health Professional
This course contains the required content by Dept. of Health and Human Services (DHHS) - Child Based Home Services to deliver in-home services to children with emotional and behavioral challenges. Completion of this course will lead to eligibility for the BHP state certification for children's behavioral health services. The topics covered will prepare the student with the skills and knowledge necessary to provide in home services to families and children. Prerequisite: HUS212 and junior standing. 3 CR

HUS 356 Women's Mental Health
The course introduces undergraduates to important information about women. This course prepares students to articulate controversies related to culture and women's mental health and provides a background for a more gender-balanced view of psychology. Cultural factors that influence mental health and treatment for women are explored in relation to specific mental health topics, such as eating disorders, self-esteem, sexual assault, depression, sex bias in diagnosis, and feminist therapy. Prerequisites: PSY 100 and HUS 218. 3 CR

HUS 364 Human Rights Violation
(This course is cross-listed with JUS 364 and SSC 364.) Human Rights refer to the basic rights and freedoms to which all humans are entitled. To violate the most basic human rights, is to deny individuals their fundamental moral entitlements. The focus of the course will be on how the experience of intentional psychological and physical torture affect individuals, families and societies. We will discuss the short-term and long-term psychological, neurological, biological, social and disability-related consequences of torture and trauma.
Prerequisites: PSY 100. 3 CR

HUS 366 Grief Counseling
Regardless of the practice setting, mental health workers inevitably work with clients who are coping with loss, both death and non-death related, and grief reactions. This course will address the relevant knowledge and skill base needed to provide social work intervention to individuals and families coping with a range of loss experiences (normative and non-normative life transitions, divorce, physical health changes, foster placement, etc.) and death, dying and bereavement experiences. Prerequisites: HUS 330. 3 CR

HUS 436 Counseling Co-Occurring Mental Disorders and Addiction
This course is designed to familiarize students with diagnostic and counseling strategies for treatment of people with co-occurring mental disorder and addiction. Screening and assessment methods will be studied. The integration of treatment approaches will be covered including recovery and relapse models for this population. Interventions of motivational interviewing, cognitive-behavioral therapy, family therapy, medication management and self-help groups will be taught. Prerequisites: HUS 125 and HUS 218 or HUS 212. 3 CR

HUS 460 Pre-Internship Seminar
This seminar course is designed to enable students to identify, prepare for and complete a successful internship experience in mental health or human services. Students will learn to translate their accomplishments, abilities and attributes into professional goals and will learn strategies to implement these goals. Emphasis will also be placed on understanding organizational structures and cultures, and on developing communication and interpersonal skills essential for succeeding in a professional environment. Students will be expected to initiate a background check, consistent with the requirements of their planned internship site(s). A minimum grade of "C" is required in this course prior to enrolling in HUS 461, HUS 462, or HUS 463. Prerequisite: senior status in the Bachelor of Science in Mental Health & Human Services Program. 3 CR

HUS 461 Internship in Mental Health and Human Services*
Offers students the opportunity to work under supervision in a public or private sector agency for 16 hours a week per semester (220 total hours). Application of skills and knowledge provide the foundation for the course, including crisis intervention, case management and current best practices. Preparation of a comprehensive portfolio is required. Students matriculated in the Bachelor of Science in Mental Health & Human Services degree must complete a total of 12 credit hours to fulfill the internship requirement for graduation. Prerequisites: senior status in the Bachelor of Science in Mental Health & Human Services degree and HUS 308, HUS 316, HUS 349, and HUS 460 (with a minimum grade of "C"). 6 CR

HUS 462 Capstone Internship in Mental Health and Human Services*
Offers students the opportunity to work under supervision in a public or private sector agency for 16 hours a week per semester (220 total hours). Application of skills and knowledge provide the foundation for the course, including crisis intervention, case management and current best practices. Preparation of a comprehensive portfolio is required. Students matriculated in the Bachelor of Science in Mental Health & Human Services degree must complete a total of 12 credit hours to fulfill the internship requirement for graduation. A minimum grade of "C" is required in this course in order to meet degree requirements. Prerequisite: senior status in the Bachelor of Science in Mental Health & Human Services degree and HUS 308, HUS 316, HUS 349, HUS 460, (with a minimum grade of "C"), and HUS 461 or equivalent. 6 CR

HUS 463 Capstone Internship in Mental Health and Human Services*
Offers students the opportunity to work under supervision in a public or private sector agency for 32 hours a week for the semester (440 total hours). Application of skills and knowledge provide the foundation for the course, including crisis intervention, case management and current best practices. Preparation of a comprehensive portfolio is required. Students matriculated in the Bachelor of Science in Mental Health & Human Services degree must complete a total of 12 credit hours to fulfill the internship requirement for graduation. A minimum grade of "C" is required in this course in order to meet degree requirements. Prerequisite: senior status in the Bachelor of Science in Mental Health & Human Services degree and HUS 308, HUS 316, HUS 349, and HUS 460 (with a minimum grade of "C"). 12 CR

* Students may take HUS 461 and HUS 462 for a total of 12 credit hours over two semesters or take HUS 463 for one semester for a total of 12 credit hours.

HUS 489 Topics in Human Services
(Topic would be indicated.) A course devoted to subject areas in human services that are not among the regularly scheduled human services offerings, but in which there are apparent student needs that necessitate periodic offering. For baccalaureate degree students. Prerequisite: HUS 101 and junior standing (completion of 60 credit hours). 3 CR

Information and Library Science

ILS 100 Introduction to Library and Library Information Careers
An overview of the history and development of libraries and librarianship as a profession is presented. This course covers the philosophy, professional associations, state and national certification processes and career opportunities in the library and information fields. Additionally, current issues in librarianship will be explored. Contact with career mentors will be encouraged. 3 CR

ILS 101 Foundations of Information & Library Science
This course introduces the fundamental concepts of library information science as they apply to library and other information agencies. Topics include information ethics, policies, information needs and seeking behaviors, technology, and the impact of information on cultures and societies. Prerequisite: ILS
100 3 CR

ILS 109 Information Literacy
An introduction to the research process and methods for retrieving information from a library or through online sources. This course will be a sequence of steps focusing on the following areas; a) getting started-developing a research question, b) developing search strategies and techniques, c) using electronic and print resources, d) evaluating information to best determine what meets research needs, and e) properly citing these sources. 1 CR

ILS 150 Introduction to Reference Services and Materials
This course provides introductory knowledge and skills using general and specialized reference tools. An introduction to basic database and online searching emphasizing regionally available resources is included. Travel to cooperative libraries required for some assignments. Prerequisites: ILS 100, 101 and ENG 101. 3 CR

ILS 175 Cataloging and Technical Processes
This course covers the cataloging and classification of book and non-book materials. Instruction and practice are given in bibliographic searching and descriptive and subject cataloging, as well as an introduction to the processes of technical services departments in library information agencies. Some trips to a local library are required. Prerequisite: ILS 100. 3 CR

ILS 201 Library Services to Teens
This course will teach the basics for servicing teens, age 12-18 in a public or school library setting. Topics covered include adolescent development, programming, collection development, dedicated space, youth participation, technology, and other aspects of library services for young adults. The class will also read and discuss various books for a teen audience. Prerequisite: ILS 100. 3 CR

ILS 202 Library Materials and Services for Children
This course will cover the how to select and evaluate materials for children from birth through age 12. Students will learn about materials that meet children's interest and needs at a variety of developmental stages. Additionally we will cover programming, collection development, the use of technology and other aspects of services and materials for children. Attention is paid to methods for connecting children to materials and services available in modern libraries. Prerequisite: ILS 100 and 109 (can be taken concurrently). 3 CR

ILS 203 Survey of Health Sciences Resources
This course is designed as a second-year course for the Associate and Bachelor of Science in Information and Library Science degree for those students wishing to specialize in the area of health sciences information sources. Field trips required. Prerequisite: ILS 100 or permission of program coordinator. 3 CR

ILS 205 Readers' Advisory
A readers' advisory service guides patrons to fiction and non-fiction recreational reading. This course explores the readers' advisory service, its origins, and current uses. Students will examine and evaluate major genre styles, authors, advisory reference tools, classification, and cataloging. Students will explore making RA services a vital part of the library through displays, programs, and aiding special populations. This course requires extensive reading and writing. Prerequisites: ILS 100, ILS 101 and ENG 101. 3 CR

ILS 225 Introduction to Library Information Technologies
This course will introduce the student to current library technologies and related issues. It includes an in-depth exploration of technology systems, policies, ethics, and practices as well as the importance of staying current with the latest trends in the information and library science field. Prerequisite: ILS 100, or permission of program coordinator, and CIS 101. 3 CR

ILS 250 Collection Development
This course examines how libraries build and maintain collections to meet user needs for libraries and information centers. It also teaches practical skills for selecting information resources appropriate for given audiences. Topics include the principles and practices for the selection of materials, needs assessment, collection evaluation, collection policies, producers of materials, government information, fiscal management, weeding, budgeting and censorship. Prerequisite: ILS 100. 3 CR

ILS 289 Topics in Information & Library Services
(Topic would be indicated.) Studies in information and library science not regularly offered. e.g. specific aspects of library services to special populations, intensive research pathways in specific subject areas like genealogical research, assessment and research approaches to library community analyses. For certificate, Associate and Bachelor's students. Prerequisites: ILS 100 and ENG 101. 1-6 CR

ILS 299 Library Assistant Practicum & Capstone
The Library Practicum is designed to provide on-the-job experience under the supervision of a professional librarian in a library or other information agency for the purpose of utilizing skills, knowledge, and attitudes acquired during the course of study leading to the associate degree. The 80-hour on-site work experience includes experience in one or more functional area as appropriate to student interests, and specialized individual projects which meet the library/information agency and student goals. Prerequisite: All required 100 & 200 level ILS courses 4 CR

ILS 306 Librarian as Teacher
This course explores the teaching function of the school librarian, in depth, by examining current trends of the librarian as teacher and exploring appropriate teaching methods with regard to curriculum, instruction, and assessment. Students will develop and explore best methods for implementation of lesson and unit plans as well as collaborative theory with teachers. Prerequisite: ILS 100, 150 and 225 or 250. 3 CR

ILS 312 Introduction to Archives and Manuscripts
Institutions like libraries, archives and museums gather, preserve, and interpret the various records of human cultural heritage. Students will be provided with an introduction to the theories and practices of the beginning archivist or archival student. Students will read and discuss basic archival principles such as appraisal, arrangement and description institutional and historical records in library and museum collections. Students will also learn the importance of materials preservation. Lastly, the electronic age will also be covered including electronic archives or "Born Digital" collections will also be addressed. Students will be expected to work on independent projects such as making hygrometers and surveying collections. May require travel. Prerequisites: ENG 101 and ILS 250. 3 CR

ILS 325 Digital Library Technology and Services
This course will explore the ever-changing nature of the services and issues in digital libraries and library technology applications. It includes an in-depth exploration of web-based services, social and physical networking, library automation, and the development and implementation of technology plans. Prerequisite: ILS 225. 3 CR

ILS 350 Advanced Librarianship
This course will build upon all the foundation ILS courses to cover information services & materials in modern librarianship from a community-centric perspective. It includes an in-depth exploration of: effective search techniques, the role of teaching, information literacy and the research process, information policy, building various collections, the reference interview, information seeking behavior, evaluation of information services, outreach, marketing, the use of advanced web and social technologies, and library space design. Students will explore modern librarianship through an in-depth case study of a local library. Prerequisite: ILS 150 and ILS 250. 3 CR

ILS 365 Web Page Design
The course includes theoretical and practical methods with hands-on applications in creating a website for a specific library information agency or an approved alternate agency. Students will work semester long to design a website through the use of HTML tagging and a web editing program. Basic web design principles as well as human computer interaction concepts will be discussed. This course also includes an in-depth exploration of usability issues, evaluation techniques, policies and procedures, website maintenance, presentation of information for the web and different approaches for evaluating online content. Prerequisite: ILS 150 and CIS 100. 3 CR

ILS 385 Creating Marketing Materials for Library and Information Agencies
Through a hands-on approach, this course explores many production platforms for creating educational and promotional materials in library and information centers. This methods course also explores the role of production with a focus on theoretical, pedagogical and technological considerations. Students will be required to creatively engage with a range of applications from the traditional (bulletin boards, posters and mailers), to social technologies (wiki, media and blogs). Portfolio-quality projects will be generated. 3 CR

ILS 389 Advanced Topics in Information & Library Services
(Topic would be indicated.) Advanced studies in information and library science not regularly offered. e.g. specific aspects of advanced librarianship, services to special populations, intensive research pathways in specific subject areas and information science related research. For Bachelor's students. Prerequisites: ILS 100, ILS 250, ILS 325 and ENG 101. 1-6 CR

ILS 412 Digital Preservation for Cultural Institutions
Digital preservation is a function of all services in information agencies, libraries, museums and archival repositories. Many institutions are affected in areas of access, preservation, outreach, scholarly research and accessibility. Through weekly readings, discussions, case studies, and assigned projects, students will learn about preserving text, images, data, sound, and other tangible forms of information using digital technologies for preservation and access. Issues in copyright and access, long-term storage, cloud computing and migration will also addressed.
Prerequisites: ENG 101, CIS 100, ILS 250, ILS 325. 3 CR

ILS 441 Info Brokering and Other Entrepreneurial Options for Library/Media Professionals
This course explores the creative side of the library career market. Utilizing the new technologies that are available to library professionals has made careers in the free enterprise system possible. Establishing a business plan and how to market yourself in the information age will be part of the class. Students will create a business plan that shows how they will merge the information age with the business community. (Students interested in this career possibility will be encouraged to take small business courses for their electives.) Prerequisite: ILS 150. 3 CR

ILS 442 Library Management
Supervising staff, managing budgets, reporting to boards, public relations, promoting services, ADA regulations, and managing all the technologies in today's library comprise the course content. Prerequisite: ILS 250. 3 CR

ILS 450 Global Librarianship
This course will prepare students about the importance of a global approach to library services whether locally or in the larger international community. Global library educational programs, volunteerism and other opportunities will be explored in depth. Additionally, the course will study various organizations, foundations and initiative supporting access to information resources in developing countries and those populations considered a part of the 'Digital Divide.' The student will be expected to prepare a well-researched and documented case study of library services, practices and issues from a selected country as a culmination to the course. 3 CR

ILS 499 Senior Capstone Internship or Advanced Research
The library practicum (120 hours on-site) is designed to provide on-the-job experience under the supervision of a professional librarian in a library or other information agency setting. This course will allow students to utilize the skills, knowledge, and library-related values acquired during their course of study leading to the bachelor's degree. If students have taken ILS 299, OR they have more than 10 years full-time experience in a library* they can request an alternate project (an original research or a hybrid research/internship project). Students, who have never worked in a library or have not taken ILS 299, must opt for the practicum option. **For this option student may need to submit a resume documenting work experience, and/or a letter of recommendation from a supervisor or acceptable peer in the ILS field who can attest to your abilities, knowledge and skills as it pertains to libraries.* Prerequisite: Senior standing in the ILS program. 6 CR

INDEPENDENT STUDIES

IND 194 Independent Studies
The purpose of this course is to develop a close student-faculty interchange of ideas and to encourage a student to undertake as much independent study as possible. In this form of study, there develops an intimacy and immediacy impossible to achieve in any other way. May be repeated for credit. 1-6 CR

IND 199 Honors Group Tutorial
Oral and written reports under tutorial direction, upon a planned sequence of books representative of various fields of liberal education. 3 CR

IND 294 Independent Studies
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. For associate degree students. Prerequisite: Completion of 30 semester hours. 1-6 CR

IND 494 Independent Studies
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. For baccalaureate degree students. Prerequisite: Completion of 60 semester hours 1-6 CR

INFORMATION SYSTEMS SECURITY

ISS 210 Introduction to Information Systems Security
This course provides an overview of security challenges and strategies of countermeasure in the information systems environment. Topics include definition of terms, concepts, elements, and goals incorporating industry standards and practices with a focus on availability, vulnerability, integrity, and confidentiality aspects of information systems. Prerequisite: CIS 101. 3 CR

ISS 220 Security Risk Management
This course addresses the broad topic of risk management and how risk, threats, and vulnerabilities impact information systems. The course includes a discussion on security policies that can be used to help protect and maintain a network, such as password policy, e-mail policy and internet. Prerequisite: CIS 210, or concurrent enrollment. 3 CR

ISS 232 Introduction to Cyber Forensics
This course provides an introduction to digital forensics. This course focuses on the use of the most popular forensics tools and provides specific guidance on dealing with civil and criminal matters relating to the law and technology. Includes discussions on how to manage a digital forensics operation in today's business environment. Prerequisite: ISS 210 3 CR

ISS 240 Security Policy and Governance
The course includes a discussion on security policies that can be used to help protect and maintain a network, such as password policy, e-mail policy and Internet policy. The course includes how to create a compliance program within an organization to monitor policies. The issues include organizational behavior and crisis management. Prerequisite: ISS 210. 3 CR

ISS 250 Auditing IT Infrastructures
This course covers the principles, the approaches and the methodology in auditing information systems to ensure the processes and the procedures are in compliance with pertinent laws and regulatory provisions especially in the context of information systems security. Prerequisite: ISS 210. 3 CR

ISS 310 Information Security Architecture
This course examines enterprise-level security architecture and its relationship to physical security. Security in service-oriented architecture (SOA), software-as-a-service (SaaS), business-to-business architectures, cloud computing and virtualization are discussed. Topics include security infrastructure, policy and procedures, assessment, auditing, secure communications, defense in depth, multiple security zones, multi-level security, cross-domain solutions, and the unique challenges of advanced architectures. Emphasis is paid to the interrelationship of the security strategic plan with the business strategic plan and the strategic plans of other corporate functional units. Prerequisite: ISS 210. 3 CR

ISS 320 Security Analytics
This course surveys tools and techniques designed to detect vulnerabilities that exist on an organization's computer systems. The course will walk through how to manage an assessment, including the development of a scope statement, the understanding and proper use of assessment methodology, the creation of an expert assessment team, and the production of a valuable response report. The course examines common attack methods, general inadequacies in various systems and Common Vulnerabilities and Exposures (CVE) and some common methods to mitigate them in the organization. Prerequisite: ISS 210. 3 CR

ISS 332 System Forensics I
(This course is cross-listed with JUS 332.)This course offers an introduction to system forensics investigation and response. Areas of study include a procedure for investigating computer and cybercrime and concepts for collecting, analyzing, recovering and preserving forensic evidence. This course will introduce students to EnCase. Prerequisite: ISS 210. 3 CR

ISS 334 Cyberlaw
This course is designed to enable students to concentrate on the legal issues and challenges that the changes in technology have created. Crimes such as identity theft, fraud, software protection, property rights violations and online staling will be explored. This course will examine how laws expanded and changed to account for the increase of crimes in the digital age. Prerequisite: ISS 210. 3 CR

ISS 340 Computer Security
This course provides an in-depth analysis of the security components at the operating system level. The focus is on the basic elements that provide identification and authentication, access control and security auditing. In addition to general concepts, both the UNIX/Linux and Windows operating systems are studied. The course will examine software, database, web, and mobile services security as well as explore new paradigms for access control on computer systems. Prerequisite: ISS 210. 3 CR

ISS 350 Database Security
This course covers building security into databases during the design. From database installation and testing to auditing and SQL Injection, the course examines the essential processes and protocols required to prevent intrusions. Life cycle security development models are presented in addition to verification and validation strategies. The role of the security professional in the creation and management of a database security policy is examined. Prerequisites: ISS 210 and CIS 350. 3 CR

ISS 360 Incident Response
This course will provide an overview of contingency planning and operations by examining the foundations of contingency operations and the development of plans to deal with business continuity in the case of a disaster. The course examines the administration of the planning process for incident response, disaster recovery, and business continuity planning. Topics include disaster recovery issues, possible threats, categories of disruptions, disaster recovery plan, developing a recovery team, backup alternatives, facility backups, electronic vaulting, off-site storage, testing and drills, maintenance, and phases of planning for recovery. Prerequisite: ISS 220. 3 CR

ISS 380 Cybersecurity Internship
The Cybersecurity Internship is a required cybersecurity offering at bachelor-degree level that provides the student with an opportunity to build a professional portfolio of relevant work experience. With the guidance of an organizational mentor, students will obtain a work related internship with cybersecurity. Prerequisite: CIS 330 and ISS 210. 3 CR

ISS 389 Topics in Cybersecurity
Topics in cybersecurity that are not offered in the regular program but pertinent to cybersecurity for which there is a perceived need or interest. Prerequisite: ISS 210 or permission of Instructor. 3 CR

ISS 394 Independent Study in Cybersecurity
A course devoted to an independent study or research in cybersecurity in an area not covered in regularly scheduled cybersecurity courses. Prerequisite: ISS 210 or permission of Instructor. 3 CR

ISS 410 Cyber Security I
The course provides an in-depth look at network defense concepts and techniques. This course examines theoretical concepts of secure network design and provides methodology for creating a secure network defense with a practical, hands-on approach. Topics include firewalls, intrusion detection methods, wireless security methods, VPN's, and perimeter security fundamentals. Prerequisites: ISS 210 and CIS 240. 3 CR

ISS 412 Cyber Security II
The course provides an in-depth look at testing network defenses by the use of penetration testing techniques. The course examines the various tools and methodology used in penetration testing as well as the software and networks used by hackers to access unauthorized information. The course also addresses incident handling methods used when information security is compromised. Prerequisite: ISS 410. 3 CR

ISS 432 System Forensics II
(This course is cross-listed with JUS 432.)The course is a more in depth study of the technical aspects of computer forensics. Its focus is the examination and analysis of data on computer storage media. It covers current computer forensic tools, digital evidence controls, computer forensic analysis and recovering files. This course will use EnCase.
Prerequisite: ISS 332/JUS 332. 3 CR

ISS 434 Mobile Forensics
This course explores mobile device security and forensics. The course examines risks and vulnerabilities of mobile devices, security models associated with the most common mobile operating systems, and mobile device fingerprinting techniques. The course will introduce mobile device forensics and will use Paraben's Device Seizure software for hands on forensic examination of a variety of mobile devices. Prerequisite: ISS 210. 3 CR

ISS 436 Digital Evidence Analysis
Digital Evidence Analysis teaches students how to understand and decipher the complexities of digital and multimedia evidence. The course walks student through the proper legal procedures for acquiring, analyzing, and storing digital and multimedia evidence. The course also instructs the student in the proper procedures for testifying about digital evidence in court. Prerequisite: ISS 322 or ISS 434. 3 CR

ISS 450 Secure Software Design
This course covers building security into software products during the software design and programming. Vulnerabilities related to poor programming techniques and data structure design are examined. Life cycle security development models are presented in addition to verification and validation strategies. The role of the security professional in the creation and management of software security policy is examined. Prerequisites: ISS 210 and CIS 312 or CIS 314 or CIS 354. 3 CR

ISS 452 Internet and Web Security
This course addresses how internet and web-based applications have transformed the way businesses, organizations, and people communicate. With this transformation came new risks, threats, and vulnerabilities for web-based applications and the people who use them. This course presents security strategies to mitigate the risk associated with web applications and social networking. Prerequisites: ISS 210 and CIS 333. 3 CR

ISS 470 Information Systems Security Management
This course covers a wide variety of issues related to the management information security systems. Topics covered include access control models, information security governance, and information security program assessment and metrics. Coverage on the foundational and technical components of information security is included to reinforce key concepts. The course includes up-to-date information on changes in the field, such as national and international laws and international standards like the ISO 27000 series. Prerequisites: ISS 220 and ISS 410. 3 CR

INTERDISCIPLINARY

INT 188 The Interdisciplinary Colloquium
(This course is cross listed with HON 188) A one-credit course that connects to the convocation/academic theme and student conference. Each class meeting faculty will talk about their work in relation to the theme (once a week for 50 minutes). Students will engage in conversation online after the weekly presentation. Attendance at the Interdisciplinary Student Conference required (distance options available). 1 CR

INT 189 Introductory Topics in Interdisciplinary Studies
(Topic would be indicated.) Students will engage with a topic from a variety of perspectives, between and among the disciplines. 1-12 CR

INT 201 Interdisciplinary Studies: Major Program Development
This course gives student the opportunity to explore their academic interests and learn more about interdisciplinary studies. Students will complete a sequence of assignments leading up to the Statement of Interest and Intent that completes the INT Major Proposal. Prerequisite: ENG 101. 1 CR

INT 208 Introduction to Interdisciplinary Studies
(This course is cross listed with HON 208) In an increasingly complex world, the subjects we study don't always fit into predetermined boxes. Introduction to Interdisciplinary Studies gives students the tools needed for an understanding, and application of, complex and layered ideas. Students will learn how interdisciplinary studies developed, why it is valuable to education, and how it can be used in-and beyond-education. Prerequisite: ENG 101. 3 CR

INT 289 Topics in Interdisciplinary Studies
(Topic would be indicated.) Students will engage with a topic from a variety of perspectives, between and among the disciplines. 1-12 CR

INT 301 Interdisciplinary Connections
In this course, students will make connections between two courses, each from one of the student's area of emphasis and concentration. At least one of these courses will be at the 300 level and may be connected to a 300-, 200-, or 100-level course. Students will complete a set of assignments and common assignment shared between these two classes as they continue to develop their understanding of interdisciplinary studies. May be repeated for additional credit. Prerequisite: INT 201. 1 CR

INT 302 Interdisciplinary Extensions
In this course, students will extend their work from INT 301. Students will further develop their interdisciplinary tools and will more closely consider their areas of emphasis and concentration. The final assignment in this course will be a proposal for the students' Capstone and Internship courses. Prerequisite: INT 201. 1 CR

INT 330 Wham! Bang! Pow! Graphic Storytelling in Form and Practice
(This course is cross listed with ART 330 and ENG 330.)The purpose of this course is twofold: to investigate critical methods in reading the graphic novel, and to explore the possibilities of creating sequential art through word and image. Throughout the semester, students will engage in in-depth studies of specific graphic novels and will learn numerous art techniques in order to engage in graphic storytelling of their own. Prerequisite: ENG 102w. 6 CR

INT 385W Portfolio Preparation and Presentation
In this writing intensive capstone course, students will compile and present a professional portfolio related to their professional interest/minor area of study. Analyzing, critical thinking, writing clearly and ethically, organizing and presentation skills are stressed. Prerequisites: ENG 101 and Junior standing. Note: This course is open only to BAS students. 3 CR

INT 389 Topics in Interdisciplinary Studies
(Topic would be indicated.) Students will engage with a topic from a variety of perspectives, between and among the disciplines. 1-12 CR

INT 489 Advanced Topics in Interdisciplinary Studies
(Topic would be indicated.) Students will engage with a topic from a variety of perspectives, between and among the disciplines. 1-12 CR

INT 495 Capstone in Interdisciplinary Studies
A course for advanced Interdisciplinary Studies majors. Students will work with their faculty advisor and INT Committee to complete a capstone experience related to their Interdisciplinary Studies major. Prerequisite: successful completion of 90 credit hours toward the INT degree. 3 CR

INT 496 Interdisciplinary Studies Internship
An internship experience for advanced Interdisciplinary Studies majors. Students will work with their faculty advisor and INT Committee to secure and complete an internship related to their Interdisciplinary Studies major. Prerequisites: successful completion of 90 credit hours toward the INT degree and INT 495 (or concurrent enrollment). 3-12 CR

INNOVATION ENGINEERING

INV 180 Create: Innovation Engineering
This course will provide an introduction to a systematic approach to creativity, one of the foundations for students to understand how to generate innovative ideas in any field. The course teaches students the basic theories behind creativity and how to begin to generate meaningfully unique ideas. Students will begin to practice coming up with ideas using creative tools to promote diverse thinking and explore different methods of mining for technology, economic, social, and cultural trend information. 3 CR

JUSTICE STUDIES

JUS 103 Foundations of Criminal Justice
This course will analyze the developmental events that have shaped the processes which constitute the major contemporary criminal justice institutions. The historical development of law, police, courts, corrections, and juvenile justice systems are studied from their early beginnings to contemporary issues, which may lead to future trends in justice. 3 CR

JUS 105 Legal Research and Materials
Introduces research methods and the use of legal materials in preparing legal memoranda. Students learn to use subscription and open-source legal search engines and databases to find statues, case reporters, digests, treaties, legal encyclopedias, restatements, Shepard's Citations, and other related law finders in preparing legal memoranda. 3 CR

JUS 121 Criminal Law
The application and philosophy of criminal law will be studied. Problems of interpretations of the statutory criminal law will be examined for the purpose of effective enforcement. Prerequisite: JUS 103 or consent of the instructor. 3 CR

JUS 123 Contemporary Corrections
Course provides an analysis of the development and effectiveness of the Community Corrections Model. Focus is placed on the structure and functions of probation and parole agencies, residential treatment programs, diversion practices and a variety of temporary and early prison release programs. 3 CR

JUS 124 Introduction to Crime Prevention
The historical, philosophical and practical basis of crime prevention programs. Emphasis on efforts to increase citizen awareness and involvement. Introduction to procedural and physical security methods, from architectural design to crime prevention surveys. Retail and residential crime prevention practices will be highlighted. 3 CR

JUS 160 Introduction to Forensic Science
Application of physical science to judicial matters. Covers the collection, identification and preservation of physical evidence for use in the courts as well as the techniques and limitations of science laboratory capabilities. Prerequisite: JUS 103 or Permission of Instructor. 3 CR

JUS 200 Principles of Investigation
Applications to accidents, crimes and other incidents. Theory and application of scientific method to such cases, including interviewing of witnesses, gathering of facts and evidence and drawing conclusions. Prerequisite: JUS 103, or permission of instructor. 3 CR

JUS 212 Real Estate Transfer Procedures
Theory and practice of creating an adequate history of title to real estate for beginners. Mortgages and closings are also examined. Use of Registry of Deeds resources is required. 3 CR

JUS 216 Principles of Litigation
Investigates the important steps of civil and criminal procedure and the relevant, accompanying documents, starting with the commencement of an action or arrest, through the appellate procedure and the enforcement of the judgment or incarceration. 3 CR

JUS 218 Estate Administration
Prepares the student to participate in the disposition of a decedent's estate through the probate process. Covers probate procedure and documents, the rules of intestate succession, the rules for executing a valid will, the function of the Personal Representative, the procedures for Formal and Informal Probate, and the tax considerations income and inheritance of administering an estate. 3 CR

JUS 222 Family Law
This course introduces the Maine law of marriage and divorce. It includes child custody and property division and introduces the Maine law of adoption and paternity. It also covers the drafting requirements of complaints, motions, interrogatories and agreements as well as interviewing techniques. 3 CR

JUS 223 Principles of Management
(This course is cross listed with BUA/POS 223). A comprehensive study of management in public and private sectors. The influence of human, social and political factors is integrated with treatment of manager's structural and technical processes. Analyses focus on such theories as planning, controlling, decision making, organizational design, administrative skills, communications and information systems. 3 CR

JUS 250 Consumer Fraud and White Collar Crime
The development, philosophy and general principles of consumer fraud and white collar crime, with emphasis on identification as well as the development of appropriate investigative techniques. Prerequisite: JUS103 OR permission of instructor. 3 CR

JUS 271W Due Process in Criminal Justice
Considers the provisions of the Constitution which relate to persons employed in the criminal justice field, paralegal or legal assistant field, and business and industrial security. Prerequisite: JUS 103 and ENG 101. 3 CR

JUS 289 Topics in Justice Studies
(Topic would be indicated.) Seminar to identify and discuss topics in justice studies with emphasis on analysis of contemporary problems and possible solutions. Limited to A.S. in Justice Studies students. 3 CR

JUS 294 Paralegal Practicum
Pre-planned work experience for the Justice Studies student, combining suitable paid and/or volunteer work in the community which reflects skills learned in academic courses and offers supervision. Provides an opportunity to practice skills learned in academic course work, obtain job experience and evaluate the fit of the chosen career with the student's aspirations. Prerequisite: 30 credit hours and permission of program coordinator. 3 CR

JUS 296W Professional Responsibility
The application of legal research techniques to current legal issues of a paralegal's professional responsibility emphasizing appropriate analysis of issues and use of primary and secondary source materials to define the law of a paralegal's ethical obligations. Several written memoranda will be required. Prerequisites: JUS 105 and ENG 101. 3 CR

JUS 298 Directed Study in Justice Studies
Provides an opportunity to undertake study in specialized areas not covered in the regular course offerings. Prerequisite: Permission of program faculty. 1-6 CR

JUS 302 Juvenile Justice
The concept of juvenile justice explored through the interrelation of the judicial system, juvenile justice system, law enforcement agencies, and social service agencies. Course includes current interpretations of delinquent behavior, analysis of diverse institutional programs, and current options for dealing with delinquent behavior within the criminal justice system. Prerequisite: JUS103. 3 CR

JUS 305 Women in Criminal Justice
Topics include variations in female criminality by race and social class, treatment of women by the criminal justice system and what women can do to prevent victimization. Prerequisite: JUS103 OR permission of instructor. 3 CR

JUS 307 Violence in the Family
This course provides descriptive and analytical dimensions of violence syndromes occurring within the family. Types of domestic abuse, including spousal, sibling, domestic partner and elder abuse and neglect are considered from a perspective of symptom recognition and treatment, both legal and therapeutic. This course identifies what family violence is, the cycle of violence, who it affects, and its impact on society as a whole. 3 CR

JUS 316 Criminology
(This course is cross listed with SOC 316.) Designed to enhance student awareness and comprehension of social and cultural factors in the causation of crime and juvenile delinquency. A review and analysis of recent theories and research findings, a theoretical venture in applied sociology. Prerequisite: SOC 101 and SOC 201. 3 CR

JUS 320 Crime Analysis Using Geographic Information Systems (GIS)
Crime analysis with GIS (crime mapping) will provide basic introduction in the field of crime analysis for students and practitioners. The course will provide fundamental concepts and their practical application to police and public safety agencies. This is a foundational course that uses technology utilization in the analysis of crime, determination of sustainable problem solving and addressing the quality of life of communities, neighborhoods and people. Prerequisites: JUS 103 and JUS 124. 3 CR

JUS 332 System Forensics I
(This course is cross-listed with ISS 332.)This course offers an introduction to system forensics investigation and response. Areas of study include a procedure for investigating computer and cybercrime and concepts for collecting, analyzing, recovering and preserving forensic evidence. This course will introduce students to EnCase. Prerequisite: ISS 210. 3 CR

JUS 341 Law of Criminal Evidence
Topics covered in the course will include criminal evidence procedure in various court systems; procedures for arrest, search and seizure; collection of evidence and other related topics. Prerequisite: JUS 103 OR permission of instructor. 3 CR

JUS 352 Community Policing
This course will review the history of community policing as well as early applications of the philosophy in the United States. A significant amount of time will be devoted to understanding contemporary and emerging models of community policing, including Maine initiatives. Also discussed will be evaluation techniques for program objectives, performance, and organizational issues. Prerequisite: JUS 103. 3 CR

JUS 362 Practicum in Justice Studies
This course affords bachelor degree students the opportunity to apply their academic skills in any professional environment which is included in the spectrum of academic choices offered by the major e.g., from community policing or corrections to domestic violence advocate or restorative justice volunteer. Students are expected to be involved in the design and implementation of the project. Junior standing is recommended. Prerequisite: JUS 103. 3 CR

JUS 363 Comparative International Justice Issues
The course compares the procedural and substantive law under the Anglo-American adversary system to Europe's civil law system and the selected International Tribunals, particularly, the UN. The comparison includes examination of the fundamental rights enumerated in the foundational documents of Anglo-American justice, European civil law and the UN's application international law. Prerequisite: JUS 103 or equivalent course. 3 CR

JUS 364 Human Rights Violation
(This course is cross listed with HUS 364 and SSC 364) Human Rights refer to the basic rights and freedoms to which all humans are entitled. To violate the most basic human rights, is to deny individuals their fundamental moral entitlements. The focus of the course will be on how the experience of intentional psychological and physical torture affect individuals, families and societies. We will discuss the short-term and long-term psychological, neurological, biological, social and disability-related consequences of torture and trauma.
Prerequisites: PSY 100. 3 CR

JUS 375 Counter-Terrorism
This is a specialized contemporary investigation/methods course for the criminal justice/administration of justice student. Topics will include: Internet investigation, intelligence techniques, risk assessment/pre-incidence planning, terrorism, profiling, weapons of mass destruction, post-incident responses, interviewing victims, and management of critical incidents. Course may include guest lecturers, practical exercises, and on-site visits to agencies and terror crimes scenes. Prerequisite: sophomore standing in justice studies OR completion of the JUS core OR any full-time law enforcement officer. 3 CR

JUS 380 Probation and Parole
An examination of the evidence-based techniques in community corrections such as Pre-Trial Diversion, Classification & Supervision, Modification & Termination, Residential and Non-Residential Community supervision, Economic and Restorative Justice, Parole, Re-entry and Juvenile Probation and Parole. Prerequisite: JUS 103. 3 CR

JUS 388 Contemporary Justice Issues
Discussion and research will focus on theoretical and practical issues in the limelight of current criminal justice thinking. Students will select topics for discussion and will be expected to become involved in the production of a relevant project. Prerequisites: JUS 103 and junior standing in the Justice Studies program. 3 CR

JUS 389 Topics in Justice Studies
(Topic would be indicated.) A course devoted to subject areas in justice studies that are not among the regularly scheduled offerings, but in which there are apparent student needs for periodic offering. For Baccalaureate degree students. 3 CR

JUS 390 Advocacy and Public Policy
The purpose of this course is to create a knowledge base and skill structure so that students can assess, attempt and effect a change in public policy through advocacy. Early classes will focus on the coalition-building, the legislative process, and critical analysis of public policy and the art of advocacy, both in civic engagement and through the court system. Students will identify issues of public concern and learn techniques of grass roots advocacy in order to advance their causes. 3 CR

JUS 392 Hate Crimes
This course examines the response of the criminal justice system to the hate, prejudice, and bias that causes crime. Racism and prejudice will be examined on the individual, institutional, and systems levels. Prerequisites: PSY 100 or JUS 103 or permission of instructor. 3 CR

JUS 395 Resilient and Safe Communities
This course will examine community well-being and the capacity to find sustainable solutions to adverse issues of crime, violence, disorder and harmful life situations and incidents. Development of a resilient community engages citizens, public safety, volunteers and government officials into collaborative teams to address and improve quality of life needs. Resilience addresses leadership, civic and social responsibility, collaboration, preparedness, and individual endurance, capacity and perseverance skills. Prerequisite: JUS 103. 3 CR

JUS 402 Restorative Justice
Restorative Justice as an alternative to the punitive and expensive responses to offenders and the restricted, unsatisfying involvement of victims in the criminal justice system, will explore victim-offender mediation, restorative conferencing and circles, circles of support and accountability and sentencing implementation, recidivism, limits on restitution.
Prerequisite: JUS 103. 3 CR

JUS 410 Forensic Psychology
(This course is cross listed with PSY 410) This course is the study and practice of psychology as it applies to issues relation to the law and legal system, such as: determination of competency and insanity, witness and expert testimony, the social psychology of the courtroom, and credibility of witnesses. Prerequisite: PSY 100 and JUS 103 or permission. 3 CR

JUS 432 System Forensics II
(This course is cross-listed with ISS 432.)The course is a more in depth study of the technical aspects of computer forensics. Its focus is the examination and analysis of data on computer storage media. It covers current computer forensic tools, digital evidence controls, computer forensic analysis and recovering files. This course will use EnCase.
Prerequisite: JUS 332/ISS 332. 4 CR

JUS 440 Police Role in a Democratic Society
This course addresses the role of the police in the 21st Century which has evolved from law enforcement to a complex set of interweaving criteria which address cost, collaboration, information-sharing and efficiency. These higher expectations mandate closer relationships with citizens and the larger professional community. Prerequisite: JUS 103 or permission of instructor. 3 CR

JUS 441 Issues of Police Civil Liability
This course is designed to familiarize the student on the subject of civil liability as a public sector employee within the criminal justice system. Student should have completed at least two years of college study. Prerequisite: Successful completion of a course in due process and at least one introductory-level writing course or permission of the instructor, JUS 271 and ENG 101. 3 CR

JUS 450 Conflict Resolution
(This course is cross-listed with SSC 450.) A study of conflict resolution, particularly in relation to the helping professions. Theoretical constructs are studied. Students learn to identify and diagnose conflict. Conflict resolution techniques such as negotiation, mediation, and alternative dispute resolution. Traditional litigation, Diplomacy and Restorative Justice are introduced and discussed as points of reference. Prerequisite: PSY 100 or permission of the instructor. 3 CR

JUS 471 Judicial Processes
This course is designed to familiarize the student with the integration of politics and judicial construction. It includes an analysis of the judicial appointment process at the state and federal level and explores the development of judicial philosophy after appointment. Prerequisite: JUS 121 and JUS 271, or permission of instructor. 3 CR

JUS 488W Senior Seminar and Capstone Experience
An in-depth examination of current issues in justice studies. Students will complete an original research project or a traditional research paper. Students will also prepare a portfolio of their representative work in the required JUS courses which will include a reflection on the role of the courses in the student's educational development. Prerequisites: ENG 101 and JUS 363, or permission of instructor. 3 CR

JUS 489 Topics in Justice Studies
(Topic would be indicated.) A course devoted to subject areas in justice studies that are not among the regularly scheduled offerings, but in which there are apparent student needs for periodic offering. Prerequisite: To be determined when topic is approved. Open to B.S. Justice Studies students. 3 CR

MATHEMATICS

MAT 009 Foundations of Mathematics
The course emphasizes arithmetic computations and informal geometry. Some of the topics included are elementary number theory, operations with fractions, decimals, ratios, proportions, percents, signed numbers, data interpretation, an introduction and preparation for algebra. Credits for this course do not fulfill degree requirements. Prerequisite: a student must receive appropriate scores on the math version and the reading version of the UMA placement test. Minimum grade of C, not C-, or higher to go on to the next course. 3 CR

MAT 015 Transition to College Math
This course is designed for students in non-quantitative majors. Topics include real number calculations, solving linear equations. The creation and interpretation of graphs, descriptive statistics and the normal distribution. Prerequisite: a grade of "C" or better in MAT 009 or appropriate scores on the math version and the reading version of the UMA Placement Test. 3 CR

MAT 020 Algebra I (Part I)
This course is the first course of a two-semester sequence. Topics include a review of fundamentals, the language of algebra, real numbers, linear equations, inequalities, graphing, square roots, and problem solving. Credits for this course do not fulfill degree requirements. Prerequisite: a grade of C or higher in MAT 009 or appropriate scores on the math version and reading version of the UMA Placement Test. 3 CR

MAT 021 Algebra I (Part II)
This is a continuation of MAT 020. Topics include polynomials, factoring, algebraic fractions, quadratic equations, and problem solving. Completion of MAT 020 and MAT 021 is equivalent to taking MAT 030 Algebra I. Credits for this course do not fulfill degree requirements. Prerequisite: a grade of C, not C-, or higher in MAT 020. 3 CR

MAT 030 Algebra I
Topics include a review of fundamentals, real numbers, algebraic expressions, first degree equations in one variable, polynomials, factoring, rational expressions, graphing, square roots, quadratic equations, and exponents. Problem solving and informal geometry will be integrated throughout the course. Credits for this course do not fulfill degree requirements. Prerequisite: a grade of C, not C-, or higher in MAT 009, MAT 020, or appropriate scores on the math version and reading version of the UMA Placement Test. 3 CR

MAT 100 Mathematics and Its Applications
An introduction to mathematics designed to provide students with essential quantitative tools and concepts necessary for further studies in liberal arts and disciplines. Topics include critical thinking skills and real life algebra, word problems, graphs, probability, statistics, and techniques of data collection and analysis. Prerequisite: a grade of C, not C-, or higher in MAT 030 (Algebra I) or MAT 021 (Algebra I, Part II), OR appropriate score on the math version and the reading version of the UMA Placement Test. 3 CR

MAT 111 Algebra II
This course includes advanced work in the topics of MAT 030. Additional topics include functional notation, systems of equations in two or more variables, matrices and determinants, and radical equations. Prerequisite: MAT 021 OR MAT 030 with a minimum grade of C, not C-, or higher, OR appropriate scores on the math version and the reading version of the UMA Placement Test. 3 CR

MAT 112 College Algebra
A survey of the algebra needed for the study of advanced mathematics and related areas. Some of the topics included are the real number system, algebraic operations, linear and quadratic equations, graphing of equations and inequalities, functions and relations, exponential and logarithmic functions, systems of equations, matrices and determinants, sequences and series, basic concepts of trigonometry and complex numbers. Prerequisite: MAT 111 with a minimum grade of C, not C-, or higher OR appropriate scores on the math version and the reading version of the UMA Placement Test. 3 CR

MAT 113 Mathematics for Business and Economics I
This course is designed to provide mathematical concepts and relevant application required by undergraduate students in business administration and related areas. Topics include applications of algebra, linear systems, matrix algebra, and linear programming. Prerequisite: MAT 111 OR appropriate scores on the math version and the reading version of the UMA Placement Test. 3 CR

MAT 114 Mathematics for Business and Economics II
This course represents an introduction to elementary mathematical analysis. Topics include application of classical graphs used in business and economics stressing revenue, cost, profit and marginal analysis. Statistical topics may include linear regression, time series analysis and quality control. EXCEL, or other appropriate software, will be used and integrated throughout the course. Prerequisite: MAT 113. 3 CR

MAT 115 Elementary Statistics I
Emphasis on the basic concepts and applications. Collection, analysis, and presentation of data are extensively discussed. Elementary probability is covered. Decision making with large and small samples and prediction based on correlation and regression are also included. Prerequisite: MAT 021 OR MAT 015 OR MAT 030 OR MAT 100 or receive appropriate scores on the math version and the reading version of the UMA Placement Test. 3 CR

MAT 116 Plane Geometry
A beginning course in plane Euclidean geometry. Geometric figures, proofs and logical thinking will be stressed. Prerequisite: MAT 030 OR appropriate scores on math version and reading version of the UMA Placement Test. 3 CR

MAT 124 Pre-Calculus
A study of the polynomial, logarithmic, exponential and trigonometric functions: equations, inequalities, the Cartesian coordinate system and analytic geometry. The interplay of algebra and geometry along with the unifying role of the function is emphasized. Prerequisite: MAT 112. 3 CR

MAT 125 Calculus I
An introduction to calculus for all students. Differential calculus of the algebraic, trigonometric, exponential, and logarithmic functions. In addition, the definite integral and the fundamental theorem of calculus are studied. Graphing calculators are recommended due to the exploratory, geometric, and intuitive approach which emphasizes an understanding of the basic concepts of function, limit, derivative, and integral. Prerequisite: MAT 124. 4 CR

MAT 130 Math for Elementary Teachers I
This is the first course in a two course sequence. The purpose of this course is to provide pre-service teachers with a strong understanding of the mathematics they will be teaching in a K-8 setting. Topics emphasized in this course are problem solving, numbers and operations, and number theory. Prerequisite: ENG 101 and a grade of C or better in MAT 030 or appropriate scores on the math version and reading version of the UMA Placement Test. 3 CR

MAT 131 Math for Elementary Teachers II
This is the second course in a two course sequence. The purpose of this course is to provide pre-service teachers with a strong understanding of the mathematics they will be teaching in a K-8 setting. Topics emphasized in this course are problem solving, probability and statistics, geometry, and measurement. Prerequisite: ENG 101 and a grade of C or better in MAT 130. 3 CR

MAT 242 Geometric Foundations for Secondary Mathematics Educators
This course is designed for teachers and prospective teachers of secondary mathematics. Students will actively explore Euclidean and non-Euclidian geometry and proof. Historical perspectives, mathematical interrelationships, appropriate use of technologies, related Maine State Learning Results, performance indicators and assessment tools will be stressed throughout the course. MAT 112 with a minimum grade of C, not C-, or higher OR successful completion of MAT 124 or higher. 3 CR

MAT 261 Applied Linear Algebra
A study of linear algebra with a focus on the geometrical aspects and applications of linear algebra. The emphasis will be on: matrix and vector representations of linear systems, matrix and vector representations of geometric objects, using matrix methods to solve systems of linear equations, and applying spatial transformation to geometric objects.
Prerequisite: MAT 112 3 CR

MAT 262 Linear Algebra
An introduction to theory and applications of vector spaces and linear transformations. The course includes matrices, determinants, vector spaces, inner product spaces, linear transformations, Eigenvalues, and Eigenvectors. Prerequisite: MAT 125 or permission. 3 CR

MAT 280 Discrete Mathematical Structures
This is a course for computer information systems students on topics which are particularly relevant to their mathematics background. The topics covered are sets, functions and relations, digraphs, order relations, trees, groups, finite state machines, and languages. Prerequisite: a grade of C, not C-, or higher in MAT 112. 3 CR

MAT 281 Discrete Mathematical Structures II
This course is a second course in discrete mathematics that includes topics such as relations, graphs, recurrence relations, analysis of algorithms, combinatorics, and mathematical reasoning. Prerequisite: MAT 280. 3 CR

MAT 289 Topics in Mathematics
(Topic would be indicated.) An independent study undertaken by special arrangement with the Mathematics Department or a special course created at the request of a group of students with specific interests that are not served by a regularly scheduled course. 1-3 CR

MAT 315 Applied Statistics and Data Analysis
(This course is cross listed with BUA 315) Students will have the opportunities to formulate hypotheses, collect data via a questionnaire to test those hypotheses, code, and transcribe data into an SPSS program, use SPSS for statistical analysis, and present the results in a research paper format. The student will be exposed to more advanced statistical methods of analysis (e.g., ANOVA, Regression). [Note: SPSS=Statistical Package for the Social Sciences] Prerequisite: MAT 115 and a working understanding of Windows. CIS 100 or CIS 101 recommended. 3 CR

MAT 355 Introduction to Operations Research
(This course is cross listed with BUA 355.) This course is concerned with linear programming, integer linear programming, and a variety of useful application areas. These include transportation problems, assignment problems, transshipment problems, make or buy problems, blending problems, staff scheduling problems, equipment acquisition problems, production routing problems, and others chosen to demonstrate the great flexibility of the procedures and the very diverse range of problems and issues that they have been use to illuminate. Students solve problems graphically and with software, with an emphasis on sensitivity analysis and a thorough grasp of the analytical depth available from these models. Prerequisite: MAT 113. 3 CR

MAT 360 Operations Management
(This course is cross listed with BUA 360.) This course covers a range of formal models and techniques widely used in modern business. Topics include decision theory, project management (PERT/CPM), inventory models, waiting line models, and simulation. Prerequisites: MAT 113, MAT 114 and MAT 115. 3 CR

MAT 489 Topics in Mathematics
(Topic would be indicated.) A course devoted to subject areas in mathematics that are not among the regularly scheduled mathematics offerings, but in which there are apparent student needs that necessitate periodic offering. For baccalaureate degree students. 3 CR

MEDICAL LABORATORY TECHNOLOGY

MLT 100 Orientation and Clinical Chemistry I
Orientation to the field of the medical laboratory including professionalism and ethics, laboratory safety, and medical terminology. Additional topics include: laboratory math, quality control, and theory of instrumentation. Emphasis will be placed on the quantitative analysis of blood using spectrophotometers and correlation of laboratory test results with normal physiology and disease states. Offered fall semester. Course originates from UMPI. 3 CR

MLT 103 Phlebotomy
An introduction to blood collection: safety precautions, types of specimens, collection, and handling techniques. Routine venipuncture and dermal puncture equipment and procedures as well as special situations and additional techniques used to accommodate them. Offered summer session. Course originates from UMA. Prerequisite: MLT 203 OR permission of instructor. 2 CR

MLT 104 Phlebotomy Clinical Practicum
Practicum in phlebotomy utilizing the laboratory facilities and staff at the University of Maine at Augusta and other clinical affiliated hospitals. The fundamentals of specimen collection, specimen processing and handling with a minimum performance of 100 successful unaided blood collections including venipunctures and skin punctures will be performed. Offered summer session II. Course originates from UMA. Prerequisite: MLT 103 and permission of instructor. 1 CR

MLT 105 Urinalysis
The course prepares students to perform a complete urinalysis, which includes physical, chemical and microscopic analysis. Topics explore anatomy and physiology of the urinary system and its functions, urine formation and the procedures used in analysis of urines and body fluids, and the correlation of abnormal finding with disease states. Offered summer session I. Course originates from UMPI. Prerequisite: MLT 100, MLT 203 or permission of instructor. 3 CR

MLT 203 Clinical Chemistry II & Immunology
Topics include: the analysis of proteins, enzymes, laboratory markers of cardiac damage and function, liver function, hormones, therapeutic drug monitoring, and toxicology. Emphasis will be placed on the correlation of laboratory test results with normal physiology and disease states. Course offered spring semester. Course originates from UMPI. Prerequisites: MLT 100 OR permission of instructor. 3 CR

MLT 204 Clinical Microbiology
Consideration of pathological forms of microbes including their morphological, physiological, and nutritive characteristics. Some emphasis will be given to mycology and parasitology. Three 2-day intensive labs and/or review sessions will be held at MaineGeneral Medical Center. Course offered fall semester. Course originates from UMA. Prerequisites: MLT 105, MLT 203 OR permission of instructor. 4 CR

MLT 205 Immunohematology
Fundamentals of immunohematology with emphasis on antigens and antibodies of ABO, Rh and other blood group systems, antibody identification, pre-transfusion practices, donor screening, preparation of components and adverse effects of transfusion. Routine serological tests and quality control are included. Four intensive labs and /or review sessions will be held at MaineGeneral Medical Center. Course offered fall semester. Course originates from UMPI. Prerequisite: MLT 105, MLT 203 OR permission of instructor. 4 CR

MLT 206 Hematology/Coagulation
Identification and enumeration of blood cell types in blood and body fluids. Various red cell and white cell disorders are discussed. Coagulation including routine coagulation tests, coagulation disorders, and anticoagulant therapy is covered. Three intensive labs and/or review sessions will be held at MaineGeneral Medical Center. Courses offered fall semester. Course originates from UMA. Prerequisite: MLT 105, MLT 203 OR permission of instructor. 4 CR

MLT 395 Hospital Practicum
A twenty-week practicum in hematology, coagulation, blood banking, serology, urinalysis, clinical chemistry, and microbiology utilizing the laboratory facilities and staff at various clinical affiliates around the state. Course offered spring semester. Course originates from UMA. Prerequisites: MLT 100, 103, 104, 105, 203, 204, 205, and 206. CR 12

MUSIC HISTORY

MUH 103 Music of the United States
A study of the development of musical culture in America from the 17th century to the present. Includes sacred music, American music, folk music, blues, patriotic and dance music, jazz and 20th century popular music. For the non-music major. 3 CR

MUH 104 Classic-Era Music: Haydn, Mozart, Beethoven
A study of classic-era music focusing on the music of Haydn, Mozart and Beethoven. The discussion will be contextual, the topics multidisciplinary, and will include the influence of poetics and rhetoric; the new attention to emotion and sensibility; the changing social role of the musician; Haydn, Mozart and Beethoven as Romantic and revolutionary artists. 3 CR

MUH 110 Popular Music
A consideration of popular music today, covering the types of popular music and their interactions, important performers and composers, the music industry and the mass media and the sociological role of popular music as an expression of differing and changing values in American culture. For non-music majors. 3 CR

MUH 117 Dream Machine: A History of Rock and Roll
A survey of artists and the change in musical trends over the last 30-40 years. The course includes an open discussion format with topics such as the effects of fame, wealth, creativity, record companies, managers, and business dealings, on the music and the artist. Film clips, tapes, video tapes, and records are also used to help the student develop a deeper appreciation for the origins of contemporary music. Open to non-music majors. 3 CR

MUH 118 Golden Age of Country Music: 1950-1970
This course will cover the history of and origin of Country music, its significant performers of the Golden Age (1950-1970), songwriters, songs, and cultural identity. This course will progress chronologically, following the evolution of specific musical styles. Reading assignments cover the relationship between country music and the socio-economic classes from which the artists emerge. We will focus on a specific time period and specific artists and songs. 3 CR

MUH 123 Understanding Music
A study of the basic elements of music necessary for intelligent listening, with emphasis on various historical movements, together with a study of the great composers and their contrasting styles as exemplified by their most important compositions. Open to non-music majors. 3 CR

MUH 124 Music of the Twentieth Century
In this course, we will look at significant "snapshot moments" in recent and contemporary music across a wide range of genres such as blues, jazz, rock, contemporary classical, electronic and computer music, and hip hop. We will listen to, read about, discuss, and write about music that will sometimes be familiar, and at other times be quite new to us. We will open our ears to the unexpected, and learn something about ourselves and about the fascinating causes and effects of musical creation and consumption in our society. For the non-music major. 3 CR

MUH 130 Understanding Jazz
An introduction to jazz and how to listen to it. Examines how jazz originated, how it is made, what to listen for, and the major style eras. Focuses on major historical figures such as Louis Armstrong, Duke Ellington, Billie Holiday, Charlie Parker, Miles Davis, and John Coltrane. 3 CR

MUH 131 Survey Jazz and Contemporary Music
A survey of American popular music styles since 1900. Emphasis is placed on musical characteristics, artists and classic recordings which have shaped the evolution of music. 2 CR

MUH 160 World Music
A study of folk, classical and popular music in Europe, Africa, Native America and South America, the Pacific, the Middle East and Asia, the uses of music in each of these world areas, the influence of Western music on the traditional music of each area, and the influence of non-Western music on European-American music. For non-music majors. 3 CR

MUH 190 Women in Western Music
A study of the female contributions to the music of Western society in the 20th century. The course surveys the lives of women as performers, musicians, and teachers in their contemporary cultural climates. The class will include an introduction to the concept of active listening and the development of basic skills for the analysis of musical forms, textures, and melodic and rhythmic materials. Open to non-music majors. 3 CR

MUH 303 Hip Hop: Art, Culture, and Politics
(This course is cross listed with AME 303.) Hip Hop is an umbrella term' for art, music, dance, literature, identity, style and politics. We will begin to understand the art, culture, and politics of Hip Hop by looking at the movements and politics that inspired the birth of Hip Hop as a form of art and music. We will consider the art and aesthetics of Hip Hop and the musical styles that made Hip Hop music possible. Students will create a piece of art or music inspired by Hip Hop. The ways in which Hip Hop speaks to youth and speaks about oppression, violence, identity, culture, and power will also be considered. We will then explore Hip Hop as a form of cultural politics and activism toward social justice. Students will create art or music toward Hip Hop inspired social justice. Finally, we will consider the possibilities of a Hip Hop future. Prerequisite: AME 201 OR MUS XXX OR ENG 102 OR permission of instructor. 3 CR

MUH 333 Western Music History
A study of European music styles and the principal composers of the Renaissance, Baroque, Classical, Romantic and Twentieth Century periods. Special attention is paid to forms, compositional techniques, related arts and aesthetic ideas of the times. Prerequisite: MUH 131 OR permission of instructor. 3 CR

MUH 334 Jazz History
A close study of the artists who have developed various manifestations of jazz, blues, and rock and roll. Emphasis is placed on the origins, development, and characteristics of the styles. Prerequisite: MUH 333 OR permission of instructor. 3 CR

MUH 337 Tradition and Innovation: Western Art Music Since the Romantics
A study of 20th and 21st century composers, styles and techniques in European and American Art Music. Composers, their works, and relevant new technologies will be examined within their larger cultural and artistic context. For non-music majors. Prerequisite: ENG 102 (MUS 123, 160, OR 190 recommended but not mandatory) OR permission of instructor. 3 CR

MUSIC

MUS 100 Recital Lab
Experience in performing before and listening to performances of one's peers. Also includes attendance at clinics and professional concerts scheduled for the class. Classes are video and audio recorded for future reference by students and faculty. Required of music majors who are enrolled in a private lesson on the major instrument. 0 CR

MUS 101 Music Theory and Practice I
Blended coverage of jazz, classical, and popular music theory with concurrent improvisation, ear training, sight-singing, and keyboard applications. Topics include scales, modes, intervals, triads, seventh chords, inversions, Roman numeral systems, and an introduction to trans-stylistic improvisation. Prerequisite: successful completion of music theory placement test, or MUS 122. Co-requisite: MUS 181. 4 CR

MUS 102 Music Theory and Practice II
Blended coverage of jazz, classical, and popular music theory with concurrent improvisation, ear training, sight-singing, and keyboard applications. Topics include harmonic functions, chord-scale analysis, jazz-blues progressions, guide tones, non-harmonic tones, chorale analysis, secondary dominants, substitute dominants. Prerequisite: MUS 101. Co-requisite: MUS 182. 4 CR

MUS 107 Chorus
Rehearsal and performance of music for chorus. Open to all students regardless of previous music experience. Beginning, intermediate and advanced singers are welcome. Students only need the desire to learn to sing in a group setting. A variety of music styles and genres will be explored. The Chorus will rehearse at a regularly scheduled weekly class meeting with a concert at the end of the semester. May be repeated for credit. 1 CR

MUS 108 Concert Band
Concert Band is a large instrumental ensemble with a primary purpose of rehearsing and performing music for band. It is open to all students who have experience in playing a woodwind, brass or percussion instrument. Advanced beginner, intermediate and advanced players are welcome. May be repeated for credit. CR

MUS 115 Basic Applied Music: Secondary Instrument/Voice
Pursuit of technical ability on a secondary instrument, voice or in composition. For instrumentalists and vocalists, this course will focus upon instrumental technique, sight reading, interpretive approaches, and improvisational methods. For students of composition, this course will address compositional techniques, score analysis, orchestrational methods, and musical autography with primary focus given to the composition of new works by the student. Open to non-music majors. 1-2 CR

MUS 116 Applied Classical Music
This course is designed for students who wish to study the traditional repertory on their chosen instrument or voice. The study is intensive and covers technique, tone, phrasing, stylistic features, note reading and repertory. The course is primarily for those who have reached an intermediate level of performance on their pre-college training. Audition and permission of the instructor required. Open to non-music majors. 1-2 CR

MUS 122 Fundamentals of Music
Notation and terminology, scales and intervals, chords, ear training, elementary rhythmic and melodic dictation and sight singing. 3 CR

MUS 125 The Songwriters Toolkit
This course teaches songwriters and aspiring songwriters the basic music theory skills most needed for their craft. It will introduce students to the basics of music notation, rhythm, pitch, intervals, scales, chords and song form and will explore these elements through the music of Bob Dylan, Leonard Cohen, Nina Simone, Townes Van Zandt, Laura Nyro and other influential song writers. Students will gain the tools they need to become better songwriters and build strong foundation for continued study in songwriting. Prerequisites: The ability to play or sing a simple melody, and play chords (major and minor) on piano or guitar. 3 CR

MUS 141 Applied Music: Major Instrument or Voice
These courses will emphasize the development of basic and intermediate skills. For performers and vocalists, these will include the study of instrumental technique, sight reading, interpretive approaches appropriate to various music styles, and improvisational methods. For composers, the skills will include the study of compositional techniques, score analysis, orchestrational methods, and music autography with primary focus given to the composition of new works by the student. Individual teachers will provide sequencing of these studies so that all students will reach a requisite level of ability by the end of the fourth semester. Limited to music majors. Co-requisite: MUS 100. May be repeated for credit. 2 CR

MUS 142 Applied Music: Major Instrument or Voice
These courses will emphasize the development of basic and intermediate skills. For performers and vocalists, these will include the study of instrumental technique, sight reading, interpretive approaches appropriate to various music styles, and improvisational methods. For composers, the skills will include the study of compositional techniques, score analysis, orchestrational methods, and music autography with primary focus given to the composition of new works by the student. Individual teachers will provide sequencing of these studies so that all students will reach a requisite level of ability by the end of the fourth semester. Limited to music majors. Co-requisite: MUS 100. Prerequisite: MUS 141. 2 CR

MUS 151 Freshman Ensemble I
Placement in each ensemble is by audition only. The first year ensemble sequence involves the fundamentals needed to perform in a group situation. There is a particular emphasis on note reading, chord reading, comping, song form, head arrangements, stage presence, intonation, rhythmic phrasing, time, time signatures, and an introduction to melodic and improvised soloing. In the second year ensembles, the course content is highly specialized in the area of improvisation. These ensembles will continue to build upon the first year material and deal specifically with improvisational skills. Chord-scale relationships, melodic phrasing, rhythmic concepts, call and response, and jazz articulation are examples of the soloing techniques included in these courses. Qualifying students may enroll at a higher level, but must fulfill the performance requirements for graduation. May be repeated for credit. 1CR

MUS 152 Freshman Ensemble II
Placement in each ensemble is by audition only. The first year ensemble sequence involves the fundamentals needed to perform in a group situation. There is a particular emphasis on note reading, chord reading, comping, song form, head arrangements, stage presence, intonation, rhythmic phrasing, time, time signatures, and an introduction to melodic and improvised soloing. In the second year ensembles, the course content is highly specialized in the area of improvisation. These ensembles will continue to build upon the first year material and deal specifically with improvisational skills. Chord-scale relationships, melodic phrasing, rhythmic concepts, call and response, and jazz articulation are examples of the soloing techniques included in these courses. Qualifying students may enroll at a higher level, but must fulfill the performance requirements for graduation. May be repeated for credit. 1CR

MUS 171 Introduction to Computer Applications for Music
Computer applications for music will present skills and knowledge to facilitate the study and teaching of music through the use of technology. Course topics include an introduction to music notation software, MIDI and audio recording, intelligent accompaniment, and software-based instruments for live performance. The course is aimed at increasing facility with entry-level software for students and educators. Recommended background: a basic understanding of music notation and Fundamentals of Music. 3 CR

MUS 181 Piano Lab I
Stresses keyboard application of concepts under study in theory lecture in a group lesson format. Students will be required to perform various scales, chord voicing and chord progressions, as well as apply basic improvisation concepts. 1CR

MUS 182 Piano Lab II
Stresses keyboard application of concepts under study in theory lecture in a group lesson format. Students will be required to perform various scales, chord voicing and chord progressions, as well as apply basic improvisation concepts. 1CR

MUS 203 Music Theory and Practice III
Blended coverage of jazz, classical, and popular music theory with concurrent improvisation, ear training, sight-singing, and keyboard applications. Topics include modal mixture; Neapolitan and augmented sixth chords; figured bass; chorale writing; extended chords; altered extensions; jazz, classical and rock analysis.
Prerequisite: MUS102. 4 CR

MUS 204 Music Theory and Practice IV
Blended coverage of jazz, classical, and popular music theory with concurrent improvisation, ear training, sight-singing, and keyboard applications. Topics include advanced jazz analysis and chord-scale analysis, species counterpoint, introduction to post-tonal theory, rock theory, and blended genres. Prerequisite: MUS 203. 4 CR

MUS 221 Arranging I
An introductory course which focuses on the concepts and techniques necessary to complete a successful arrangement. Transposition and ranges of instruments along with rhythm section writing and voicing are explored. Techniques of background writing, introductions, interludes, codas, articulation, phrasing and the use of dynamics are utilized in a step-by-step organization and orchestration of an arrangement from start to finish. Prerequisite: MUS 102. 3 CR

MUS 222 Arranging II
A continuation of Arranging I which emphasizes a more in-depth use and understanding of the concepts presented in Arranging I. Focus on score analysis, critical listening and orchestration in a variety of musical styles. Techniques of big band arranging and orchestration are explored along with introduction to 2-, 3-, and 4-part counterpoint. Prerequisite: MUS 221. 3 CR

MUS 243 Applied Music: Major Instrument or Voice
These courses will emphasize the development of basic and intermediate skills. For performers and vocalists, these will include the study of instrumental technique, sight reading, interpretive approaches appropriate to various music styles, and improvisational methods. For composers, the skills will include the study of compositional techniques, score analysis, orchestrational methods, and music autography with primary focus given to the composition of new works by the student. Individual teachers will provide sequencing of these studies so that all students will reach a requisite level of ability by the end of the fourth semester. Limited to music majors. Co-requisite: MUS 100. Prerequisite: MUS 142. 2 CR

MUS 244 Applied Music: Major Instrument or Voice
These courses will emphasize the development of basic and intermediate skills. For performers and vocalists, these will include the study of instrumental technique, sight reading, interpretive approaches appropriate to various music styles, and improvisational methods. For composers, the skills will include the study of compositional techniques, score analysis, orchestrational methods, and music autography with primary focus given to the composition of new works by the student. Individual teachers will provide sequencing of these studies so that all students will reach a requisite level of ability by the end of the fourth semester. Limited to music majors. Co-requisite: MUS 100. Prerequisite: MUS 243. 2 CR

MUS 253 Sophomore Ensemble I
Placement in each ensemble is by audition only. The first year ensemble sequence involves the fundamentals needed to perform in a group situation. There is a particular emphasis on note reading, chord reading, comping, song form, head arrangements, stage presence, intonation, rhythmic phrasing, time, time signatures, and an introduction to melodic and improvised soloing. In the second year ensembles, the course content is highly specialized in the area of improvisation. These ensembles will continue to build upon the first year material and deal specifically with improvisational skills. Chord-scale relationships, melodic phrasing, rhythmic concepts, call and response, and jazz articulation are examples of the soloing techniques included in these courses. Qualifying students may enroll at a higher level, but must fulfill the performance requirements for graduation. May be repeated for credit. 1CR

MUS 254 Sophomore Ensemble II
Placement in each ensemble is by audition only. The first year ensemble sequence involves the fundamentals needed to perform in a group situation. There is a particular emphasis on note reading, chord reading, comping, song form, head arrangements, stage presence, intonation, rhythmic phrasing, time, time signatures, and an introduction to melodic and improvised soloing. In the second year ensembles, the course content is highly specialized in the area of improvisation. These ensembles will continue to build upon the first year material and deal specifically with improvisational skills. Chord-scale relationships, melodic phrasing, rhythmic concepts, call and response, and jazz articulation are examples of the soloing techniques included in these courses. Qualifying students may enroll at a higher level, but must fulfill the performance requirements for graduation. May be repeated for credit. 1CR

MUS 262 Woodwind Techniques
Woodwind Techniques is a laboratory class, delivered in a private lesson or small-group format that addresses basic instrument knowledge, performance and pedagogy of the woodwind family for saxop**hon**e, clarinet, flute, oboe and bassoon. Study of woodwind pedagogical techniques will enable the student to teach and direct elementary, middle and secondary level pupils. Prerequisite: MUS 102 2 CR

MUS 263 Brass Techniques
Brass Techniques is a laboratory class, delivered in a private lesson or small-group format that addresses basic instrument knowledge, performance and pedagogy of the brass family for trumpet, french horn, trombone and tuba. Study of brass pedagogical techniques will enable the student to teach and direct elementary, middle and secondary level pupils. Prerequisite: MUS 102. 2 CR

MUS 264 String Techniques
String Techniques is a laboratory class delivered in a private lesson or small-group format that addresses basic instrument knowledge, performance and pedagogy of the string family for violin, viola, cello and bass. Study of string pedagogical techniques will enable the student to teach and direct elementary, middle and secondary level pupils. Prerequisite: MUS 102. 2 CR

MUS 265 Percussion Techniques
Percussion Class is a laboratory class delivered in a private lesson or small-group format that addresses basic instrument knowledge, performance and pedagogy of snare drum and timpani, jazz drum set, as well as mallet and Latin percussion. Study of percussion pedagogical techniques will enable the student to teach and direct elementary, middle and secondary level pupils. Prerequisite: MUS 102. 2 CR

MUS 266 Vocal Techniques
Vocal Techniques is a laboratory class, delivered in a private lesson or small-group format that addresses the needs of future choral educators by examining the organization and administration of public school choral music programs, surveying appropriate educational choral literature, and vocal pedagogy. Prerequisite: MUS 102. 2 CR

MUS 270 Music Business
An intensive, straightforward, practical examination of career opportunities in the music and recording industries. Emphasis will be on understanding how these industries function and on understanding music business practices that are usually only learned through years of experience. On-site field experience is included. 3 CR

MUS 271 Digital Music Systems
Digital Music Systems focuses on basic knowledge and skills for the operation of music synthesizers and other digital musical equipment. Emphasis will be on learning the basic principles of music synthesis, the musical instrument digital interface (MIDI) system, operation of computer hardware and software and computer-assisted arranging and scoring. Students will complete programming and arranging projects in the UMA Computer Music Studio. 3 CR

MUS 272 Electronic Dance Music Production
MUS 272 offers students a chance to explore electronic dance music (EDM) production from the ground up. In addition to learning the basics of Ableton Live 9, a popular software sequencer, this comprehensive course also includes historical, technical and creative topics. Prerequisites: 1 semester of music theory or permission of the department. 3 CR

MUS 289 Topics in Music
(Topic would be indicated.) Selected topics in music which are not available through regular courses. Offered for qualified associate and baccalaureate degree students. 3 CR

MUS 294 Independent Study in Music
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: completion of 30 semester hours. 1-6 CR

MUS 300 Applied Music Synthesis
This course will build upon the knowledge and skills acquired by students in MUS 271. Students will complete intermediate to advanced programming and arranging projects in the UMA Computer Music Studio using MIDI hardware/software and software synthesis tools. A final project will be required. Prerequisite: MUS 271. 3 CR

MUS 303 Hip Hop: Art, Culture, and Politics
(This course is cross listed with AME 303.) Hip Hop is an umbrella term' for art, music, dance, literature, identity, style and politics. We will begin to understand the art, culture, and politics of Hip Hop by looking at the movements and politics that inspired the birth of Hip Hop as a form of art and music. We will consider the art and aesthetics of Hip Hop and the musical styles that made Hip Hop music possible. Students will create a piece of art or music inspired by Hip Hop. The ways in which Hip Hop speaks to youth and speaks about oppression, violence, identity, culture, and power will also be considered. We will then explore Hip Hop as a form of cultural politics and activism toward social justice. Students will create art or music toward Hip Hop inspired social justice. Finally, we will consider the possibilities of a Hip Hop future. Prerequisite: AME 201 OR MUS XXX OR ENG 102 OR permission of instructor. 3 CR

MUS 305 Form and Analysis
Centers around the harmonic, melodic, rhythmic, orchestrational and formal analysis of written and recorded musical examples. Students will use the concepts learned in the Music Theory sequence to gain a more heightened awareness of the relationship between form, harmony, and melody through listening and score analysis. Prerequisite: MUS 204. 3 CR

MUS 306 Modern Concepts in Jazz Improvisation
Designed as a continuation of music/jazz theory and ear training study. Focuses upon the analysis of improvised solos by Charlie Parker and important post-1950 improvisers such as Bill Evans, Herbie Hancock, Chick Corea and John Coltrane. At the end of each unit of study, students will write a solo in the style of that artist which will be performed and critiqued in class. May be taken concurrently with MUS 305. Prerequisite: MUS 315. 2 CR

MUS 315 Transcription
A continuation and practical application of the techniques learned in the completed ear-training sequence. Students will learn the mental and physical processes used to translate sound recording into a written musical format. A variety of musical styles will be transcribed. Prerequisite: MUS 214 3 CR

MUS 320 Snow Pond Composers Workshop
The Snow Pond Composers Workshop at Snow Pond Music Festival is a week of intensive input and experiences for creative growth for undergraduate composers. In addition to private lessons and master class sessions with faculty composers, participants will explore new imaginative territories with instructional sessions on improvisation, technology, and genre-blending. Time will be provided for on-site composing and participants will have a short piece read by the visiting performing artist. In addition to welcoming traditional approaches to composition, the workshop is also receptive to and will explore styles that blend rock, jazz, world music, electronics, improvisation, and other diverse elements into the compositional mix. Prerequisite: evidence of appropriate prior compositional experience via pre-screened admission to program in the application process. 2 CR

MUS 323 Composition I
The purpose of Composition I is to introduce students to the techniques and challenges of original composition. In the process of producing compositions in jazz, popular, and concert music styles, students will explore representative repertoire and consider such topics as motive and phrase, line writing, thematic development, planning harmonic progressions, formal design, effective orchestration and appropriate notation. Major projects include songs, an extended multi-horn jazz composition and a work for mixed chamber ensemble. Prerequisite: MUS 222. 3 CR

MUS 324 Composition II
The purpose of Composition II is to continue developing the skills and techniques for original composition introduced in Composition I. The focus will be on the wide range of approaches to composition developed in the 20th century and beyond. Topics will include the study of representative compositions, the exploration of contemporary techniques for organizing pitch and rhythmic materials, and the further development of skills in instrumentation and orchestration. Students will compose projects for strings, a mixed group of woodwinds and brass, and chamber or jazz orchestra. Prerequisite: MUS 323. 3 CR

MUS 345 Applied Music: major Instrument or Voice
These courses build upon concepts and techniques learned in the MUS 141/142/243/244 sequence; admittance requires junior standing. Individual teachers will provide sequencing of these studies so that all students will reach a requisite level of ability prior to enrollment in MUS 448. Limited to music majors. Co-requisite: MUS 100. Prerequisite: junior standing. MUS 100. May be repeated for credit. 2 CR

MUS 346 Applied Music: Major Instrument or Voice
These courses build upon concepts and techniques learned in the MUS 141/142/243/244 sequence; admittance requires junior standing. Individual teachers will provide sequencing of these studies so that all students will reach a requisite level of ability prior to enrollment in MUS 448. Limited to music majors. Co-requisite: MUS 100. 2 CR

MUS 355 Junior Ensemble I
Placement in each ensemble is by audition only. The third- and fourth-year ensemble sequence builds upon the material covered in the first two years. More complex arrangements are performed, and there is a concentration on more advanced improvisation concepts such as altered harmonies and their corresponding scale forms, repertoire containing rapidly modulating chord progressions, and modal harmony and voicing. MUS 100. May be repeated for credit. 1 CR

MUS 356 Junior Ensemble II
Placement in each ensemble is by audition only. The third- and fourth-year ensemble sequence builds upon the material covered in the first two years. More complex arrangements are performed, and there is a concentration on more advanced improvisation concepts such as altered harmonies and their corresponding scale forms, repertoire containing rapidly modulating chord progressions, and modal harmony and voicing. 1 CR

MUS 362 Methods of Teaching Music
Pedagogy Techniques focuses on the methods and materials of teaching. Topics include the methods and materials of traditional music education, guided observation activities, technological aids for the music educator, a study of curricular innovations such as those of Suzuki, Dalcroze, Kodaly, Orff and the North American strategies of Edwin Gordon and Comprehensive Musicianship. 3 CR

MUS 410 Advanced Chamber Music Seminar
The chamber music seminar at Snow Pond Music Festival is an intensive program of chamber music study for college and graduate-level musicians. Program participants will focus on two to three major works in the chamber music literature, working alongside a dynamic faculty representing such prestigious organizations as Orpheus Chamber Orchestra, the Knights Chamber Orchestra, the American Composers Orchestra, the Laurel Trio, Sequitur, and Network for New Music. Special attention will be paid to development of leadership skills and to learning the delicate art of cooperation with an intimate group. Prerequisites: 6 semesters of applied music lessons and/or audition. 3 CR

MUS 411 Saxophone Institute
The saxophone institute at Snow Pond Music Festival provides high level college and graduate-level saxophonists an intensive two-week program of study under the tutelage of a world-renowned saxophonist. Program participants study solo and chamber music repertoire in a performance-oriented environment, participating in a series of private lessons, master-classes, ensemble coaching and recitals. Prerequisites: 4 semesters of saxophone lessons and/or audition. 3 CR

MUS 412 New England Percussion Institute
The New England percussion institute at Snow Pond Music Festival is an intensive six days of study geared to high-level undergraduate, graduate, and post-graduate students. Program participants study primary percussion and accessory instruments with a world-class faculty in an intimate and supportive environment limited to 24 participants. The week includes daily orchestral repertoire reading sessions, lessons, lectures, master classes and recitals. Participants can expect to explore a broad range of topics from tone production, interpretation and percussion section techniques to changing and clearing timpani heads and audition preparation. Prerequisite: audition. 2 CR

MUS 435W Senior Seminar: Contemporary Music, 1945 to the Present
In this seminar, each student will complete a term paper based upon research undertaken during the semester. To facilitate the writing of the papers, the seminar will include the study of bibliographic techniques relevant to both print and online/Internet sources. And to develop a context in which to write term papers, students will read and discuss examples of current musical scholarship. Students will select research projects which complement their major area of study within the music program. Topics must be approved by the instructor. Prerequisites: ENG 101, MUS 333, MUS 334, and junior standing. 3 CR

MUS 447 Applied Music: Major Instrument or Voice
These courses build upon concepts and techniques learned in the MUS 141/142/243/244 sequence; admittance requires Junior standing. Individual teachers will provide sequencing of these studies so that all students will reach a requisite level of ability prior to enrollment in MUS 448. Limited to music majors. Co-requisite: MUS 100. 2 CR

MUS 448 Senior Concert
Each student will produce and/or perform, as appropriate, in a 45-minute concert presented in Jewett Hall. Students are responsible for all aspects of the concert, including procurement of requisite accompanists and equipment, adequate rehearsal prior to the concert, publicity, parts copying, and writing of a concert program/notes. Students must perform for a faculty jury at least two weeks prior to the concert performance; the concert will be presented only after the jury has determined that the program has been prepared to a requisite level of proficiency (as appropriate to the final year in a bachelor of music program). All students (instrumentalists, vocalists, and composers) must determine appropriate repertoire for the concert with the guidance and supervision of their applied music instructor. Students who pursue the composition concentration are not required to perform in the concert. However, it is expected that the compositions are arrangements they present will represent a substantial body of work. Prerequisite: MUS 447. 2 CR

MUS 457 Senior Ensemble I
Placement in each ensemble is by audition only. The third- and fourth-year ensemble sequence builds upon the material covered in the first two years. More complex arrangements are performed, and there is a concentration on more advanced improvisation concepts such as altered harmonies and their corresponding scale forms, repertoire containing rapidly modulating chord progressions, and modal harmony and voicing. 1 CR

MUS 458 Senior Ensemble II
Placement in each ensemble is by audition only. The third- and fourth-year ensemble sequence builds upon the material covered in the first two years. More complex arrangements are performed, and there is a concentration on more advanced improvisation concepts such as altered harmonies and their corresponding scale forms, repertoire containing rapidly modulating chord progressions, and modal harmony and voicing. 1 CR

MUS 463 Instrumental Conducting and Rehearsal Techniques
Studio Teaching Lab will provide students with an opportunity to gain practical guided experience in ensemble teaching. The course focuses on observation projects, guided internship activities, conducting, and the study of problems unique to teaching instrumental and vocal jazz. Students will plan, implement, and evaluate teaching projects that address individual and group instruction. Prerequisite: MUS 361. 3 CR

MUS 489 Topics in Music
(Topic would be indicated.) Selected topics in music which are not available through regular courses. Offered for qualified associate and baccalaureate students. 3 CR

MUS 494 Independent Study in Music
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: completion of 90 semester hours. 1-6 CR

MUS 495 Internship in Music Business
The internship experience affords the student a hands-on experience within an organization related to the music industry. Students of good academic standing who are judged mature enough for this experience are eligible for the program. Prerequisite: it is expected that the majority of the coursework for the major or minor would be completed. 4 CR

NURSING

NUR 101 Fundamentals of Nursing
This course enables the student to identify and explore concepts that form the basis for the practice of holistic nursing. Emphasis is placed on the unifying concepts of basic human needs and nursing process. The focus is on an individual's state of health (homeostasis) with attention to common stressors that can create interruptions in need attainment. The nursing process is introduced as the methodology that provides the basis for nursing practice. NUR 101 provides classroom content that enables the student to make a beginning assessment of client needs which lead to the identification of client problems. Prerequisites: admission to the Nursing Program; ENG 101, PSY 100, and BIO 110 must be completed prior to or taken concurrently with NUR 101. 9 CR

NUR 102 Nursing Care of the Adult Client I
This course introduces the student to the nursing care of patients experiencing common recurring illnesses with expected outcomes. The focus of this course is the impact of the stressors of illness on basic human needs. The use of the nursing process is developed as the approach for assessing and diagnosing patient's physiological and psychosocial needs and planning appropriate nursing interventions. The course includes the use of the college laboratory and clinical experiences in the hospital setting. Lec 4, Lab 12. Prerequisites: NUR 101, BIO 110, PSY 100, ENG 101; MAT 100 and BIO 210 must be completed prior to or taken concurrently with NUR 102. 9 CR

NUR 103 LPN Transition
A one-credit bridge course designed to prepare the Licensed Practical Nurse (LPN) to enter into the second year of UMA's Associate of Science in Nursing Program. This course bridges the gap between the LPN's prior learning and experience and what is learned in the first year of UMA's program. A major focus of the course is instruction in the use of the nursing process as it applies to the role of the ADN-prepared nurse. Prerequisites: Successful completion of the LPN Transition Process as outlined in the degree requirements section on Nursing and BIO110, BIO210, MAT100, PSY100, and ENG101. 1 CR

NUR 200 Introductions to Professional Nursing
This course introduces the student to professional nursing: career and employment opportunities, the history and scope of nursing, communication, theories and theorists, critical thinking, the nursing process, legal and ethical issues inherent in nursing practice. The course also provides students with opportunities to practice professional nursing skills and to participate in professional nursing activities. Prerequisite: GPA of 2.0 or higher. Co-requisite: NUR 201L. 2 CR

NUR 201L Fundamentals of Nursing I Lab
This course helps students develop cognitive and psychomotor skills for nursing the adult client in an acute or long term care setting. Co-Requisite: NUR 200. 1 CR

NUR 201W Nursing Care of the Family
NUR 201W prepares the student to apply the nursing process in delivering care to the childbearing family and children. A developmental approach is used in meeting the needs of the child and family. Attention is given to the nurse's role in health promotion and disease prevention. Concepts of community-based health care are introduced. Students will have the opportunity to provide nursing care to children and childbearing families. A portion of the clinical will provide students an opportunity to enhance their medical surgical knowledge while caring for adult clients. Prerequisites: MAT 100, NUR 102, BIO 210; PSY 308, BIO 321, and SOC 101 must be completed prior to or taken concurrently with NUR 201W. 9 CR

NUR 202L Promoting Health Lab
This course helps students develop cognitive and psychomotor skills for nursing the adult client in an acute or long term care setting. Prerequisite: NUR 201L. 1 CR

NUR 204 Nursing Care of the Adult Client II
NUR 204 is designed to focus on the nursing care of clients experiencing stressors that create psychological and physiological disequilibrium. Emphasis is placed on the collaborative role of the nurse as a member of a multidisciplinary mental health team. Students develop more complex skills in communication and explore nursing issues which emerge in the care of the client experiencing alterations in neurological, emotional, psychological and intellectual functioning. The nursing process is used to plan for individuals nursing approaches within the framework of basic human needs. Co-requisite: NUR 205. Prerequisites: NUR 201W, BIO 321, SOC 101, and PSY 308. 5 CR

NUR 205 Nursing Care of the Adult Client III
NUR 205 builds on content in prior courses to focus on the nursing care of clients experiencing pathophysiological problems. Concepts of basic human needs and nursing process provide the foundation for nursing practice. Emphasis is placed on the independent and collaborative roles of the nurse. Clinical experiences providing care for multiple clients promote the development of critical thinking and organizational skills. 15 hours of clinical will be completed per week for one half of the semester. Co-requisite NUR 204. Prerequisite: NUR 201W, BIO 321, SOC 101, PSY 308. 5 CR

NUR 212L Fundamental Nursing Skills Lab
Assists students to develop cognitive and psychomotor skills for nursing the adult client in an acute or long term care setting. Prerequisite: certification as a CAN in Maine. 1 CR

NUR 222 Independent Clinical Practice II
This practicum is the second in a series of optional clinical courses. It can be taken concurrently with NUR201W or during a semester break following NUR201W. It provides an opportunity to practice the role of the professional nurse under the supervision of a registered nurse. The student will focus on the knowledge and skills previously learned in the nursing curriculum. The student and faculty work together to develop individual learning objectives. Prerequisite: NUR 102, enrollment in NUR201W, and permission of instructor. 3 CR

NUR 225 Introduction to Health Informatics
(This course is cross listed with CIS 225.) This course will provide students with a survey of topics in the health informatics area. Examining computer's emerging roles in the delivery, management and analysis of health care, and how it impacts all stakeholders in the healthcare arena. Competency skill sets include: Analytic/Assessment of medical information (both spatial and non-spatial) Systems Analysis and modeling and Project Management. Prerequisite: CIS 100, or permission of instructor. 3 CR

NUR 230 Promoting Health, Wellness, and Ethical Nursing Practice
This course enables students to be informed, responsible, respectful, and capable when making decisions affecting their own wellbeing and that of their patients. The multiple dimensions of health and wellness (e.g., personal, social, economic, environmental, political) are examined. Personal and professional activities promoting health and preventing illness for oneself and the public, based on theoretical and evidence-based practice, are also included. Values and principles central to legal and ethical nursing practice are presented as is the importance of self-care to promote ethical and legal nursing practice. Personal and public values related to health and wellness are also discussed. Prerequisite: 2.5 GPA or higher. Co-requisite: NUR 200. 3 CR

NUR 289 Topics in Nursing
(Topic would be indicated.) Seminar to identify and discuss topics current to the practice of nursing. Students will be encouraged through a seminar format to apply critical thinking skills to issues affecting nursing care. Prerequisite: enrollment in the Nursing Program, or permission of instructor. 3 CR

NUR 301 Health Assessment Throughout the Lifespan
This course presents content of total health assessment for all ages using a holistic approach. Emphasis is given to the role of the nurse as interdisciplinary partner, collaborator, communicator, and health coach. In the laboratory setting, students use a holistic approach to develop skills in interviewing, therapeutic communication, and completing a holistic health assessment with clients of all ages. Prerequisites: NUR 304 or permission of instructor. 4 CR

NUR 302 Pharmacology for Nurses
This course addresses pharmacodynamics through a holistic nursing approach. Safety of medication administration principles includes holistic assessment, ethical-legal aspects, cultural awareness, use of evidence, life-span consideration, education, and coaching. Prerequisites: NUR 204 and NUR 205, or RN. 3 CR

NUR 304 Concepts of Professional Nursing Practice
An exploration of the nursing profession, historical foundations, holistic concepts and current issues regarding the scope and roles in professional baccalaureate nursing practice will be discussed. An emphasis is placed on the continued development of critical thinking, written, and oral communication skills for the baccalaureate nurse. Prerequisite: ENG 103W or concurrent enrollment. 3 CR

NUR 326 Caring for Aging Adults
This course focuses on the use of best current evidence as a basis for holistic nursing care of the aging adult. The course has three areas of exploration: individualized aging, management of geriatric syndromes and chronic illness, and vulnerability during life transitions. The relationship between research, theory, evidence, and practice is considered. Prerequisite: NUR 304 or permission of instructor. 3 CR

NUR 330 Integrative Healing Yoga: Theory, Philosophy, and Practice for Individuals & Healthcare Providers
This course will provide the learner with an in-depth exploration into the research-based body of scientific evidence related to yoga as an integrative healing modality. Students explore psychoneuroimmunology and the stress response as the basis for the science of healing related to yoga modalities. Additionally, the learner is provided with an applied experience in developing yoga practices for supporting healing in healthcare settings. Students are supported in growing in their own self-care efforts, which supports their ability to also care for others. This blended seven week class will meet weekly for yoga and includes online learning requirements as well. Prerequisite: must be enrolled in BSN, ASN, Pre-Nursing, Pre-Medicine, Human and Social Services program or have instructor's permission. 3 CR

NUR 332 Hands on Healing: Reiki
Students will gain practical experience with giving and receiving Reiki after they receive a Reiki attunement level one. Students will practice Reiki with others during face-to-face sessions and will have the opportunity to explore the body of research around Reiki and other energy based healing modalities. This course empowers the nurse or other healthcare professional to create a holistic healing modality that may be used in the healthcare practice setting, thereby supporting the nurse in creating an autonomous and caring practice modality. Prerequisite: NUR 304, or permission of instructor. 3 CR

NUR 333 Thanatology for Nurses
This course will explore thanatology, or the science of death and dying, from a nursing perspective. It will provide the registered nurse with background on the unique needs of patients at end of life, and take into consideration the scientific evidence around the effectives of end of life nursing practices. Student will explore the physiological, legal, ethical, and holistic nursing care concerns related to the dying patient. Prerequisite: ENG 101 or ENG 103W and NUR 304, or by permission. 3 CR

NUR 351 Biomedical Ethics
(This course is cross listed with PHI 351). An analysis of ethical issues arising within modern medicine and the health care professions, such as paternalism and truth-telling, euthanasia, abortion, modern reproductive technologies, nurse-patient and nurse-physician relationships, civil commitment, and allocation of scarce medical resources. Prerequisite: NUR 304, or permission of instructor. 3 CR

NUR 352 Nursing Research
This course focuses on the use of evidence as a basis for nursing practice. Nursing research literature using qualitative and quantitative paradigms is explored. The student learns to analyze, synthesize, and summarize findings of current nursing evidence. The relationship between research, theory, evidence, and practice is considered. Prerequisite: NUR 304. Co-requisite: MAT 115. 3 CR

NUR 355 Community and Global Health Didactic
This course focuses on using community health concepts, sciences, and theories basic to the development and maintenance of the public's health. An exploration of the history of community health nursing, global nursing concerns, biostatistics, epidemiology, and health prevention efforts will be integrated with concepts relating to holistic, caring, integrative health promotion. The student will be assisted to begin to develop a clinical community health, or global health experience, which uses principals of partnership building and population-focused, community-based approaches to healthcare. The nursing decision-making process and use of evidence-based modalities may be used to facilitate work with individuals, families and groups in a variety of diverse or global community settings. Prerequisites: NUR 301, NUR 304, and NUR 352 (or concurrent);
or permission of instructor. 3 CR

NUR 356 Community and Global Health Clinical
This course focuses on using community health concepts, sciences, and theories basic to the development and maintenance of the public's health. The student will experience a clinical community health or global health experience which uses principals of partnership building and population-focused, community-based approaches to healthcare. The nursing decision-making process and use of evidence-based modalities may be used to facilitate work with individuals, families, and groups in a variety of diverse or global community settings as the student completes 90 hours of precepted community health clinical. Prerequisites: NUR 301, NUR 304, NUR 352 (or concurrent), and NUR 355; or permission of instructor. It is the responsibility of the student to provide proof of immunization, CPR and health insurance to each clinical facility according to the guideline in the Nursing Student Handbook. These documents must be submitted prior to the first day of the clinical course. Failure to comply with this requirement will result in dismissal from the clinical nursing course. 2 CR

NUR 389 Topics in Nursing
(Topic would be indicated.) Seminar to identify and discuss topics relevant to contemporary nursing practice. Students will participate in an engaged learning environment as they apply critical thinking skills, delve into the evidence base, and engage in holistic-integral experiences that support their growth in meeting the BSN program outcomes. Prerequisite: NUR 304, or permission of instructor. 3 CR

NUR 410 Leadership and Management in Nursing
This course provides the student with an overview of leadership and management theory and roles in healthcare organizations and nursing services. Issues in nursing that impact the roles of leader and/or manager will be addressed using case study, student practice experiences, and reflective exercises.
Prerequisites: NUR 352 and NUR 355 (or concurrent enrollment). 3 CR

NUR 420 The American Health Care System
(This course is cross listed with POS 420.) This course will examine the American healthcare system in relation to global healthcare systems in terms of health care outcomes, reimbursement and funding issues, governmental roles, and consumer issues around access, quality, and healthcare. The structure and process of healthcare legislation and current healthcare policies are discussed. New trends in healthcare legislation are examined and students are provided the opportunity to reflect on their responsibilities as a healthcare consumer and/or provider of health care services. Prerequisites: NUR 304 (for nursing students), BUA/JUS/POS 223, or permission of instructor. 3 CR

NUR 499W Senior Seminar
This writing intensive course examines the ethics of caring, ethical decision-making, transformational leadership, and the change process within the healthcare workplace. The course emphasizes the exploration of issues vulnerable populations face and the self-care-healing process of the nurse. This course is the cumulative experience in the RN-BSN program in which the student demonstrates the ability to think critically, reflect, and utilize nursing evidence to effect holistic nursing practice. Prerequisites: ENG 101, NUR 304, NUR 352, NUR 355 and NUR 356 (may be taken concurrently), and NUR 410. 3 CR

PHILOSOPHY

PHI 103 Introduction to Philosophy
Critical examination of philosophical writings on traditional philosophical problems, such as the existence of God, freedom and determinism, the mind-body problem, the nature of knowledge and the meaning of life. Prerequisite: ENG101. 3 CR

PHI 250 Ethics
A critical study of metaethics, ethical theories, and contemporary moral issues. Emphasizing the application of ethics to real-life situations, the course covers topics such as ethical relativism, subjectivism, morality and religion, utilitarianism, Kant, theories of punishment, abortion, capital punishment, euthanasia, censorship, sexual morality, affirmative action, and animal rights. Prerequisite: ENG 101. 3 CR

PHI 252 Business Ethics
(This course is cross listed with BUA 252.) This course introduces students to ethical theory by way of specific ethical debates from the field of business. The ethics of downsizing, globalization, drug testing, advertising, and whistle blowing, among other topics, will be discussed. These debates will illuminate some of the theoretical principles that we use to evaluate right and wrong. We will examine the shortcomings and advantages of each theory, as well as critically examine the basis of business. Students will acquire an understanding of these philosophical approaches to ethics and develop their dialectical and critical thinking skills. Prerequisite: ENG101. 3 CR

PHI 289 Topics in Philosophy
(Topic would be indicated.) An intensive study of the thought of a great philosopher or of some philosophical trend, idea, or problem. Offered for students in associate degrees. Prerequisite: ENG101. 3 CR

PHI 294 Independent Study in Philosophy
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: PHI 103 and completion of 30 credit hours. 1-6 CR

PHI 335 Formal and Informal Logic
This course immerses students in the techniques of proof within formal logic, including statement and predicate logic, conditional proof and quantification. It also explores informal argumentation, including the identification of fallacies, the distinction between induction and deduction and syllogism. Prerequisite: any PHI course. 3 CR

PHI 340 Philosophy of Education: Western Perspectives and Theories
This course introduces students to the central philosophical issues in the discipline of education. It examines historical philosophers including Plato, Aristotle, Rousseau, and Dewey in order to critically analyze the nature and purpose of education. Students will also explore the relation of ethics, politics, and education. Prerequisite: any PHI course. 3 CR

PHI 350 American Philosophy
This course explores the sources and writings of a variety of American Philosophical perspectives. These perspectives may include Native American traditions, The Great Awakening, Transcendentalism, Pragmatism, Radical Empiricism, Neo-Pragmatism and Feminism. It traces the social and political thought of these schools to specific trends in American culture and society. Prerequisite: one philosophy course. 3 CR

PHI 351 Biomedical Ethics
(This course is cross listed with NUR 351.) An analysis of ethical issues arising within modern medicine and the health care professions, such as paternalism and truth-telling, euthanasia, abortion, modern reproductive technologies, nurse-patient and nurse-physician relationships, civil commitment, and allocation of scarce medical resources. Prerequisite: NUR 304, or permission of instructor. 3 CR

PHI 362 Aesthetics
Students will gain an understanding of a variety of aesthetic theories, including historical, recent, feminist, and multicultural perspectives. Prerequisites: ENG 101 and either PHI 103 or PHI 250; ENG 102W is also recommended. 3 CR

PHI 370 East Asian Philosophy
East Asian Philosophy examines in detail the major philosophical traditions of China and Japan including Taoism, Confucianism, Mahayana Buddhism and Shintoism. Students will acquire an understanding of the basic principles of East Asian philosophy and develop their dialectical and critical thinking skills. Prerequisite: Any PHI course. 3 CR

PHI 389 Topics in Philosophy
(Topic would be indicated.) An intensive study of the thought of a great philosopher or of some philosophical trend, idea, or problem. Offered for students in associate and bachelor degree programs. Prerequisites to be determined at time of topic approval. 3 CR

PHI 394 Independent Study in Philosophy
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: PHI 103 and completion of 60 credit hours. 1-6 CR

PHI 489 Topics in Philosophy
(Topic would be indicated.) An intensive study of the thought of a great philosopher or of some philosophical trend, idea, or problem. Offered for students in associate and bachelor degree programs. Prerequisites to be determined at time of topic approval. 3 CR

PHI 494 Independent Study in Philosophy
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: PHI 103 and completion of 90 credit hours. 1-6 CR

PHYSICS

PHY 115 General Physics I
A study of the major principles and concepts of physics. Topics covered include mechanics, energy, statics, and fluids. No calculus is used. Laboratory work is designed to illustrate lecture topics. Prerequisite: MAT111 OR waiver. 4 CR

PHY 116 General Physics II
A continuation of PHY 115. A study of the major principles of physics. The course work is concerned with heat, electricity, wave phenomena, and optics. Calculus is not used. Laboratory work is designed to illustrate principles discussed in class. Prerequisite: MAT 111 OR waiver. 4 CR

POLITICAL SCIENCE

POS 101 American Government
An introductory study of the major principles, structures, processes and policies of the United States government. The course emphasizes such topics as the Constitution and its development, civil liberties, federalism, the role of political parties and interest groups, and the nature of the presidency, the bureaucracy, the congress and the national courts. 3 CR

POS 102 Introduction to Politics and Government
An introductory study of the development and nature of the state; theories and types of government; constitutionalism; the nature and structure of political power; contemporary political systems “democratic, authoritarian and totalitarian; political socialization and participation; parties and interest groups; politics by violent means” terrorism, revolution and war; international relations and international law; and issues in public policy. 3 CR

POS 223 Principles of Management
(This course is cross listed with BUA 223 and JUS 223.) A comprehensive study of management in public and private sectors. The influence of human, social and political factors is integrated with treatment of manager's structural and technical processes. Analyses focus on such theories as planning, controlling, decision making, organizational design, administrative skills, communications and information systems. Prerequisite: ENG 101 should be taken prior to or concurrently with this course. 3 CR

POS 234 American State and Local Government
An examination of political practices and policies of the American states and their local governments — towns, cities, special districts, counties, and metropolitan government. Studies in such areas as national-state-local relations; public participation including elections, parties, interest groups, and the role of the initiative and referendum; the state and local legislative bodies and legislative process; the role of the executive and the administration; the nature of the judiciary and the criminal justice system; and selected state and local policies such as education, welfare, the environment, housing, transportation, planning, crime and corrections, taxation, budget, and finance. Students who take this course are advised not to take either POS 103 or POS 233 as half the material covered in each course is provided in POS 234. 3 CR

POS 354 Public Budgeting and Financial Administration
An analysis of the political and technical aspects of the budgeting process. The budget is considered as an instrument of fiscal policy; budget preparation and classification are discussed. Examines governmental financial conditions, revenue collection and spending processes, and specialized topics such as cash management, risk management, debt management and capital budgeting. Special emphasis on financial management in state and local governments. Prerequisite: BUA/JUS/POS223 OR POS251, OR permission of instructor. 3 CR

POS 358 Public Opinion
The role of public opinion in American democracy; definition and measurement; sociological and psychological influences; mass communication-press, radio, TV, motion pictures; propaganda techniques and public relations. Prerequisite: POS 101 OR permission of instructor. 3 CR

POS 361 Human Resources Management
(This course is cross listed with BUA 361.) The management of human resources in both public and private sectors. Planning recruitment, training, compensation, administration and legal and social responsibilities are analyzed for the student interested in personnel administration in a wide range of organizational structures. Prerequisite: POS/JUS/BUA 223 OR permission of instructor. 3 CR

POS 362 Labor Management Relations
(This course is cross listed with BUA 362.) The labor-management systems of the private and public sectors are surveyed from the interdisciplinary perspective of modern industrial relations by analyzing three aspects. The nature and characteristics of labor-management relation are considered from such perspectives as the structural, historical, international, legal, psychological, and economic. Contract administration process and such issues as wages, economic supplements, institutional rights, and administrative rules. The two aspects are applied in a simulated collective bargaining exercise. Designed for students interested in labor-management relations in business, educational engineering, food service, government, health service, and social welfare organizations. Prerequisite: BUA/JUS/POS 223. 3 CR

POS 365 Organizational Behavior
(This course is cross listed with BUA 365.) An analysis of the interaction between individual and work-group behavior leadership styles and organizational cultures. Applications of behavioral sciences are made in areas of motivation and influence, structure of work, leadership, group relations, organizational design and change. Emphasis is on application of theory in case studies and simulations. Prerequisite: BUA/JUS/ POS 223. 3 CR

POS 370 Municipal Administration
The management, financial control, and administration of modern American cities; emphasis on personnel and financial administration; the city plan and line functions; public safety, transportation, health, welfare, and housing. Prerequisite: POS 234 OR permission of instructor. 3 CR

POS 383 Survey of Constitutional Law
The political, social and economic development of the Constitution through Supreme Court decisions. Court procedures. Decisions on the nature of the federal system, commerce, taxation and war powers. Decisions in civil liberties, the Bill of Rights and Fourteenth Amendment. Prerequisite: POS 101 OR permission of instructor. 3 CR

POS 390 Survey of Political Theory
(This course is cross listed with HUM 390.) A survey of political theories from ancient Greece to modern times. The approach is historical and seeks to relate theories of politics to the environment in which they developed. Open to upper-level undergraduate students. Prerequisite: ENG 101. 3 CR

POS 405 Administrative Law
Primarily case studies of the legal adjustment of administrative authority and individual liberty, including: judicial over administration, personal liability of officers, scope and limits of administrative powers and the due process measurement of administrative procedures. Prerequisite: BUA/JUS/POS223 OR POS251 OR permission of instructor. 3 CR

POS 420 The American Health Care System
(This course is cross listed with NUR 420.) This course will examine the American healthcare system in relation to global healthcare systems in terms of health care outcomes, reimbursement and funding issues, governmental roles, and consumer issues around access, quality, and healthcare. The structure and process of healthcare legislation and current healthcare policies are discussed. New trends in healthcare legislation are examined and students are provided the opportunity to reflect on their responsibilities as a healthcare consumer and/or provider of health care services. Prerequisites: NUR 304 (for nursing students), BUA/JUS/POS 223, or permission of instructor. 3 CR

POS 485 Public Administration Internship
Professional experience in an appropriate environment. Ordinarily, this would be a unit of government or a nonprofit organization, but other organizations may qualify. Students work with their faculty advisor to design an internship that supports their expected career path. 3 CR

POS 487 Research Methods
An examination of the research methods used in public policy analysis and administration. Topics include research design, measurement, sampling, data collection, and statistical analysis. Prerequisite: MAT 115. 3 CR

POS 488 Public Program Evaluation
A critical examination of the use of formal social science methods to illuminate and improve the public policy process, with particular attention to quantitative-empirical research and cost-benefit analysis. A balanced look at the arguments of advocates (what they want to do and how they expect to accomplish it) and critics (why they think it is impossible, misleading, or unnecessary). Prerequisite: POS 487. 3 CR

PSYCHOLOGY

PSY 100 Introduction to Psychology
This is a basic course in the psychology sequence. Topics covered in this course include background and methods, learning theories, brain and nervous system, personality, perception, intelligence, motivation, emotions, thinking and problem solving, human development, abnormal behavior and social interaction. 3 CR

PSY 202 Biological Basis of Behavior
(This course is cross-listed with BIO 202) This course focuses on biological systems underlying complex patterns of behavior. Topics include the study of body/brain structures and biochemical processes activated during stress, hunger, thirst, sleep, cognition, aggression and violence, sex, and parental behavior and many others. The course targets students pursuing occupations in social science, mental health, justice studies and those entering biology/psychology fields. . Prerequisite: BIO 100 or PSY 100 or instructor permission. 3 CR

PSY 205 Forms of Social Influence
(This course is cross listed with COM 205.) An assessment of the process whereby humans influence other humans to voluntarily believe or do what they wish them to believe or do: primary emphasis is the interpersonal exchange. Forms include modeling, requesting, bargaining, persuading, demanding, conditioning, group influence, and coercion. Media and written persuasion are also considered. Student performance is a part of this course. Prerequisite: COM 101, 102, 104 or 106, OR permission. 3 CR

PSY 229 Models of Addiction
(This course is cross listed with HUS 229) This course will offer a comprehensive overview of the process of addiction. Identifying characteristics including physical, psychological/emotional and behavioral mechanisms and symptoms will be examined. The models will be applied to identification and treatment of addiction in general, including special populations. Prerequisite: PSY 100. 3 CR

PSY 289 Topics in Psychology
(Topic would be indicated.) A course devoted to subject areas in psychology that are not among the regularly scheduled psychology offerings, but in which there are apparent needs for periodic offering. Offered for associate degree students. Prerequisite: PSY 100. 3 CR

PSY 294 Independent Study in Psychology
The purpose of this course is to develop a close faculty-student interchange of ideas related to the field of psychology, and to enable the student to undertake as much independent study as possible. May be repeated for credit. For associate degree students. Prerequisite: PSY 100 and completion of 30 semester hours. 1-6 CR

PSY 302 Psychology of Childhood
A study of development from the prenatal period to adolescence. Required of students in elementary education. Prerequisite: PSY 100. 3 CR

PSY 304 Psychology of Adolescence
Adolescent development in the physical, intellectual, emotional, and social spheres. Adolescent personality and problems of adjustment in relation to the family, the school, the community and the world of work. Delinquency and abnormality in adolescents. Prerequisite: PSY 100. 3 CR

PSY 306 Behavior Modification
(This course is cross listed with HUS 306.) The principles of operant conditioning and applications to the understanding and control of behavior in everyday life situations including the classroom. Prerequisite: PSY 100. 3 CR

PSY 308 Human Development
Provides a life span approach focusing on the physical, cognitive, emotional, social, and spiritual characteristics of individuals. Emphasis will be placed on psychological stages and needs. Prerequisite: PSY 100. 3 CR

PSY 309 Psychology of Adulthood
The exceptional challenges in trying to comprehend the patterns, meanings and potential of human development from early to late adulthood provide the focus in this course. Problem based learning tasks include: work capacity across the adult years, political beliefs and activities, adult children and their parents, religion in adult life, possessions and loving and losing. Prerequisite: PSY 100. 3 CR

PSY 310 Psychology of Personality
Applies major contemporary approaches to the study of personality. The theories of Freud, Rogers, Skinner, Allport, Jung and other leading contributors are investigated. Consideration given to the structure, dynamics, and development of personality. Assessment methodology and current issues are included. Prerequisite: PSY 100. 3 CR

PSY 312 Psychology of Adjustment
This course applies traditional and contemporary psychological theories to life span development. Integrates personality and learning theories within the social, cultural and cognitive contexts. A blend of humanistic, developmental and interpersonal theories are applied to the individual's adjustment to everyday life. Prerequisite: PSY 100. 3 CR

PSY 345 Problems and Interventions in Childhood
(This course is cross listed with HUS 345.) This course is designed to be part of the professional preparation for students who will be working with children and their families in a variety of careers social work, education, child care, nursing, etc. A broad range of childhood issues and difficulties are addressed with specific interventions and curriculum adaptations suggested. Students consider how the field has been defined by laws including IDEA, ADA, 504, and PL 94-142. Prerequisite: PSY 100 OR PSY 308. 3 CR

PSY 355 Social Psychology
(This course is cross listed with SOC 355.) A survey of psychological behavior, how it is studied and how it is influenced. Representative topics include affiliation, aggression, attitude formation and change, attraction, communication, groups, interpersonal perception, mass media, prosocial behavior, prejudice, research methodologies, and situational influences. Prerequisite: PSY 100. 3 CR

PSY 362 Language and Literacy in Early Childhood
(This course is cross-listed with ENG 362 and HUS 362.) This course is designed to teach students how to recognize and implement appropriate environmental strategies that support early literacy development and appropriate early experiences with books and writing. Emphasis is placed on speaking and listening, as well as reading and writing readiness. Prerequisite: PSY 100 or instructor permission. 3 CR

PSY 364 Psychology of Men and Boys
This course is designed to provide students with the opportunity to deepen their understanding of not only the psychology of boys and men but also cultural constructions of male gender, manhood and masculinity. The course will employ both experiential and more academic methods of investigation. Students will be required to complete an applied project supporting either their degree program or personal development objectives. Prerequisite: PSY 100. 3 CR

PSY 394 Independent Study in Psychology
The purpose of this course is to develop a close faculty-student interchange of ideas related to the field of psychology, and to enable the student to undertake as much independent study as possible. May be repeated for credit. For baccalaureate degree students. Prerequisite: PSY 100 and completion of 60 semester hours. 1-6 CR

PSY 400 Abnormal Psychology
This course covers the history, scope and classification of mental illness and the effectiveness of treatment methods. Topics include schizophrenia, bi-polar disorder, behavioral disorders, social deviance and anxiety-related disorders. The biological and environmental determinants of abnormal behaviors are addressed. Prerequisite: PSY 100. 3 CR

PSY 401 Educational Psychology
(This course is cross listed with EDU 401.) An in-depth examination of psychological principles as they apply to the educational environment. Topics will scrutinize current issues and innovative methods of instruction. Prerequisite: PSY 100. 3 CR

PSY 410 Forensic Psychology
(This course is cross listed with JUS 410) This course is the study and practice of psychology as it applies to issues relation to the law and legal system, such as: determination of competency and insanity, witness and expert testimony, the social psychology of the courtroom, and credibility of witnesses. Prerequisite: PSY 100 and JUS 103 or permission. 3 CR

PSY 415 Cross-Cultural Psychology
The course is an introduction to the field, methods, and controversies found in cross-cultural psychology. It begins with an emphasis upon a conceptual understanding of culture as context for developing psychological practices. An overview of professional activities and resources in the field will be completed. The second part of the semester will focus upon core topics (e.g. self, normal development, etc.) and the third part will emphasize student projects. Prerequisites: two previous psychology courses with at least one at the 300 level OR permission of instructor. 3 CR

PSY 489 Topics in Psychology
(Topic would be indicated.) A course devoted to subject areas in psychology that are not among the regularly scheduled psychology offerings, but in which there are apparent student needs for periodic offering. For baccalaureate degree students. 3 CR

RECREATION

REC 112 Exercise, Nutrition and Weight Control
This course is designed to present the alternatives in achieving physical fitness. Studies will include body structures, functions, capabilities, and limitations in relation to physical activity. Assessments will be done for flexibility, cardiovascular fitness, strength and muscle endurance, and body fat percentage. The relationship between nutrition, weight control, and exercise will be studied. Students will participate in a personal fitness program. 3 CR

RELIGION

REL 205 Religion and American Culture
(This course is cross listed with AME 205 and SSC 205.)The United State is a secular country that holds strongly to the ideal of separation between church and state. At the same time, religion plays a highly influential role in politics, nationalism, popular culture, and ethnic relations in American society. In this course, we explore this unique tension between secular ideals and religious values, using social scientific theories to explore how religion is defined and expressed in the American cultural context. 3 CR

SCIENCE

SCI 110 Environmental Science
Environmental systems analysis using the scientific method, including systems such as biogeochemistry, energy, atmospheric and water cycles will be used to define the environment on a planetary scale. The class will focus on human resources utilization and the effect that changes in one system can have on another. Students will gain an understanding of the value of predictive modeling used for risk assessment. Prerequisite: ENG 101. 4 CR

SCI 115 Introduction to Marine Sciences
This course examines the processes that connect the physical, chemical, biological, and geological aspects of the oceans. Emphasis will be placed on the importance of the ocean and marine ecosystems to the health of the planet. Prerequisite: minimum grade of C in REA 008, ENG 005 or ENG 100 and MAT 009 OR appropriate scores on the UMA Placement Test. 4 CR

SCI 150 Human Ecology and the Future
Human ecology is the study of the interrelation of humans with the earth's ecosystems. A framework of ideas to describe ecosystem structure and function will be established using basic principles of biology, chemistry, and physics. This framework will inform our individual and public choices related to air, water, land, and energy use.
Prerequisite: ENG 101. 3 CR

SCI 289 Topics in Science
(Topic would be indicated.) A course dedicated to subject areas in science that are not among the regularly scheduled science offerings, but in which there are apparent student needs that necessitate periodic offerings. Offered for associate degree students. 1-6 CR

SCI 294 Independent Study in Science
This course provides an opportunity for in-depth study of a topic in science not covered in the same depth in a regular course offering. A faculty sponsor and approval of the topic and course of study is required. Prerequisites: 4 credit hour lab science and completion of 30 credit hours. 1-6 CR

SCI 489 Topics in Science
(Topic would be indicated.) A course devoted to subject areas in science that are not among the regularly scheduled science offerings, but in which there are apparent student needs that necessitate periodic offering. 1-6 CR

SCI 494 Independent Study in Science
This course provides an opportunity for in-depth study of a topic in science not covered in the same depth in a regular course offering. A faculty sponsor and approval of the topic and course of study is required. Prerequisites: 8 credit hours in lab science and completion of 60 credit hours. 1-6 CR

SOCIOLOGY

SOC 101 Introduction to Sociology
A general study of people in society, with emphasis upon nature of culture, social institutions, social interaction, and social units, and the influence on the individual. An overview of sociological concepts and perspectives is also presented. 3 CR

SOC 201 Social Problems
An analysis of representative contemporary problems facing American society, emphasizing the causes which arise from cultural patterns and social change, and a discussion of possible solutions. Prerequisite: SOC 101. 3 CR

SOC 289 Topics in Sociology
(Topic would be indicated.) A course devoted to subject areas in sociology that are not among the regularly scheduled sociology offerings, but in which there are needs for periodic offering. For associate degree students.
Prerequisite: SOC101. 3 CR

SOC 294 Independent Study in Sociology
The purpose of this course is to develop a close faculty-student interchange of ideas related to the field of sociology, and to enable the student to undertake as much independent study as possible. May be repeated for credit. For associate degree students. Prerequisite: SOC101 and/or completion of 30 semester hours. 1-6 CR

SOC 302 Social Movements
(This course is cross listed with AME 302.) This course aims for an understanding of social movements and "justice" in American cultures since 1900. Despite their great impacts on our lives today, social movements are often left out of traditional curriculum or misunderstood. We also tend to have narrow and contradictory views of justice in the U.S. We will consider theoretical foundations in social movements as well as particular movements, past and present, like the feminist movement, the black power movement, movements for indigenous justice, movements for reproductive and environmental justice, anti-globalization movements, culture jamming movements, and human rights struggles. Prerequisite: at least one of the following SOC 101, WGS 101, AME 201, OR permission of
instructor. 3 CR

SOC 311 Social Theory
An introduction to social theory; a survey of people and thought that have influenced the development of Western civilization, and a survey of the growth and development of sociological theory, with particular emphasis upon contemporary social theory. Prerequisite: SOC 101. 3 CR

SOC 315 Sociology of Deviance
A consideration of the origins and causes of socially disapproved behavior, a concentration of the process involved in becoming deviant as well as society's attempt at interpreting and coping with deviance. Object of course is to have the student acquire sufficient knowledge of deviant behavior for future analysis and possible application.
Prerequisite: SOC 101. 3 CR

SOC 316 Criminology
(This course is cross listed with JUS 316.) Designed to enhance student awareness and comprehension of social and cultural factors in the causation of crime and juvenile delinquency. A review and analysis of recent theories and research findings, a theoretical venture in applied sociology. Prerequisite: SOC 101 and SOC 201. 3 CR

SOC 319 Social Gerontology
Emphasizes the social aspects of the aging process, focusing upon the aging individual as a person and older people as groups within a changing society. In particular, the impact of aging upon the individual and society, and the reactions of the individual and society to aging are examined. Prerequisite: SOC 101. 3 CR

SOC 330 Sociology of Health and Healthcare
An analysis of cultural, social, and social-psychological factors affecting health status and the response to illness; the distribution of illness in society; the cost and utilization of medical services; the relationship between physicians and patients; and problems in the medical care system. Prerequisite: SOC 101. 3 CR

SOC 331 Sociology of Education
(This course is cross listed with EDU 331). This course examines the social organization of education and its social and political context in contemporary American society. Topics include the emergence of public education, role of state and community in shaping its nature, problems of access and equality, the organizational structure of educational institutions, teaching as a profession, and alternatives to public education. Comparisons with educational systems of other countries are included when appropriate. Prerequisites: SOC 101 and one additional sociology course. 3 CR

SOC 340 Sociology of Minorities
Examines the practical aspects of minority group relationships as well as problems relating with the dominant society. Includes the study of the social situations of selected minorities against the background of American history and American values. Prerequisite: SOC 101. 3 CR

SOC 350 Sociology of Gender
The application of sociological theories and principles to the study of gender. This examination of the social construction of gender looks at gender roles in the United States as well as cross-culturally. Gender socialization and stratification are explored, along with social policy related to gender issues. Prerequisite: SOC 101. 3 CR

SOC 355 Social Psychology
(This course is cross listed with PSY 355.) A survey of psychological behavior, how it is studied and how it is influenced. Representative topics include affiliation, aggression, attitude formation and change, attraction, communication, groups, interpersonal perception, mass media, prosocial behavior, prejudice, research methodologies, and situational influences. Prerequisite: PSY 100. 3 CR

SOC 360 Sociology of the Family
The course represents an examination of the family cycle and the sociology of the family, especially as it pertains to the American situation. Emphasis is placed upon cross-cultural, historical, and theoretical analysis of the family as a social institution. Prerequisite: SOC101. 3 CR

SOC 370 Sociology of Culture
This course explores the nature and sources of cultural differences, with a focus on cross-cultural comparisons. Students will examine the content of culture, the production and distribution of cultural content, and the role of culture in shaping social institutions. Emphasis will be placed on relating these sociological phenomena to everyday life and evaluating competing explanations for how and why cultures differ. Prerequisite: SOC 101 or SSC 100. 3 CR

SOC 375 Social Networks
(This course is cross listed with COM 375) An introduction to the essentials of social network theory and the methods of social network analysis, the study of patterns in communication and affiliation. Online, in groups, and among friends, you are who you know. Prerequisite: SOC 101 or COM/PSY 205. 3 CR

SOC 394 Independent Study in Sociology
The purpose of this course is to develop a close faculty-student interchange of ideas related to the field of sociology, and to enable the student to undertake as much independent study as possible. May be repeated for credit. For baccalaureate degree students. Prerequisite: SOC101 and completion of 60 semester hours. 1-6 CR

SOC 475 Analyzing Social Media
(This course is cross listed with COM 475.) This course is a venue for learning and deploying research techniques in social media, the online systems for collaborative association and communication. The kinds of interaction and communities made possible by different forms of social media are explored. Skills are developed for measuring social media use and determining when online objectives have been met. Prerequisites: SOC 101 and COM/PSY 205. 3 CR

SOC 489 Topics in Sociology
(Topic would be indicated.) A course devoted to subject areas in sociology that are not among the regularly scheduled sociology offerings, but in which there are needs for periodic offering. For baccalaureate degree students.
Prerequisite: SOC 101. 3 CR

SPANISH

SPA 101 Elementary Spanish I
An introductory course with emphasis on development of listening comprehension, speaking, reading and writing skills. For students who have had no Spanish or 1 year of high school Spanish. 4 CR

SPA 102 Elementary Spanish II
Continuation of SPA 101. Emphasis on development of listening comprehension, speaking, reading and writing skills.
Prerequisite: SPA 101 OR 1 to 2 years of high school Spanish. 4 CR

SPA 203 Intermediate Spanish I
An intermediate course for further development of speaking fluency, listening comprehension, and reading and writing skills. Includes a review of grammatical structures, literary and cultural readings and discussions in Spanish. Prerequisite: SPA 102 OR 2 years of high school Spanish. 4 CR

SPA 204 Intermediate Spanish II
Continuation of SPA 203. An intermediate course for further development of speaking fluency, listening comprehension, and reading and writing skills. Includes a review of grammatical structures, literary and cultural readings and discussions in Spanish. Prerequisite: SPA 203 OR 3 years of high school Spanish. 4 CR

SOCIAL SCIENCE

SSC 100 Introduction to Social Science
This course introduces students to social sciences with emphasis upon practical knowledge and useful core competencies. It serves as an 'entry portal' course for students in the Social Science BA program. This course is also designed for students in any program wanting to gain a thoughtful overview of the social sciences and the impact of the scientific methods on the study of social phenomena. The course's learning objectives emphasize understanding the origins, methods and limitations of scientific inquiry in the study of human social behavior. 3 CR

SSC 110 Introduction to Human Sexuality
An overview of contemporary information and issues concerning human sexuality. Topics to be included are human reproductive anatomy and physiology, sexual arousal, fertility, types and functions of birth control devices, conception, pregnancy and family planning, aging and sexuality, and alternative sexual patterns. 3 CR

SSC 204 Nutrition II: Biocultural Perspective on Food and Nutrition
(This course is cross-listed with BIO 204) This course examines a biological, cultural and societal patterns of food consumption and their influence on ethnic identity, growth and health. Topics focus on historical and contemporary food systems and diets, human relationships with food, symbolic meaning of food, essential nutrition, globalization of food, nutritional ecology, under- and over- nutrition crisis and technologies for food production. The course targets students pursuing occupations in food studies and nutrition, social science, as well as those entering biology/nursing fields.
Prerequisite: BIO 100 or SSC 100 or instructor permission. 3 CR

SSC 205 Religion and American Culture
(This course is cross listed with AME 205 and REL 205.)The United State is a secular country that holds strongly to the ideal of separation between church and state. At the same time, religion plays a highly influential role in politics, nationalism, popular culture, and ethnic relations in American society. In this course, we explore this unique tension between secular ideals and religious values, using social scientific theories to explore how religion is defined and expressed in the American cultural context. 3 CR

SSC 220 Basic Research Methods
Introduces students to the basic elements of quantitative and qualitative methods, focusing on the skills of reading, critiquing, and applying published scientific research. Students will learn how to include research design within a research proposal. The course introduces students to the recognized software tools needed to carry out research. Students may gain nationally-recognized research ethics training and certification. The course provides students with scientific knowledge and skills needed to read, critique and make use of scientific research reports from the social and behavioral sciences. Prerequisites: MAT 100 (or equivalent) and one introductory SSC course. 3 CR

SSC 289 Topics in Social Sciences
(Topic would be indicated.) A course devoted to subject areas that are not among the regularly scheduled social science offerings, but in which there are needs for periodic offering. Prerequisite: to be determined at time of topic approval. 3 CR

SSC 294 Independent Study in Social Science
The purpose of this course is to develop a close faculty-study interchange of ideas related to the field of social science, and to enable the student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: one introductory course in the social sciences and completion of 30 credit hours. 1-6 CR

SSC 314 Gender Images in the Media
Students will explore the psychological and sociological impact of various forms of media on women, and will examine the effect of these on one's sense of self in relation to one's society. Prerequisites: ENG 101 and PSY 100 or SOC 101; HON 300 is also recommended. 3 CR

SSC 317 Leadership Seminar
(This course is cross listed with HON 401.) This course is designed to provide emerging and existing leaders the opportunity to explore the concept of leadership and to develop and improve their leadership skills. Emphasis is on the application of theory in case studies, readings, films, and personal experience. Prerequisite: ENG 101, any COM, and SOC 101 or PSY 100. 3 CR

SSC 318 Adolescence, Substance Abuse and Criminality
(This course is cross listed with HUS 318) This course integrates the study of adolescent development, alcohol and other drug use, abuse, and dependency, and criminality among adolescents and young adults. Case studies and group projects address problem definition, strategies for intervention, and rehabilitation issues. Prerequisite: an introductory social science, human service, or criminal justice course. 3 CR

SSC 320 Research Methods in the Social Sciences
Introduces upper-level undergraduate students in the social sciences and related professional areas to social research methods. Examines research questions, hypotheses, research designs, qualitative and quantitative data collection and analysis techniques, and data interpretation strategies. Students will be expected to gain competence in procedures used in assessing published research reports. Provides an opportunity to become familiar with ethical issues in social research. Prerequisites: at least one introductory course in the social sciences, SSC 220 and MAT 100. 3 CR

SSC 330 Science, Technology and Ethics
(This course is cross-listed with HUM 330.) This course will increase scientific, technological, and ethical literacy by examining contemporary social, moral, and political issues in science, technology, and society. Issues in the following areas that impact our lives will be analyzed: natural resources and energy; medical technologies; weapons development; communications technologies. Prerequisites: ENG 101 and PHI 103 or any ethics course, OR permission of instructor. 3 CR

SSC 332 Addiction and the Family
(This course is cross listed with HUS 332.) The course acquaints students with research findings and clinical data regarding the effects of addiction on various family systems. The conditions of co-addiction, co-dependency and family dysfunction are studied within the contexts of family systems and society as a whole. The development of the functional self as the foundation for healthy interpersonal relationships is explored. Prerequisites: HUS 125 and PSY 100. 3 CR

SSC 334 Cultivating Community: The Garden Seminar
This course applies theory and research in organizational sociology and community psychology to the practice of growing a community garden and maintaining a successful student organization to support the garden. Academic study is supplemented by applied work in community organizing and community gardening. Prerequisites: PSY 100, SOC 101 and SOC 201. 3 CR

SSC 360 Qualitative Research Methods
(This course is cross listed with HON 360.) This course is designed to teach students about the theoretical approaches, implications, assumptions, and applications for effective qualitative research design. Students will learn the place of qualitative research in the social sciences and related fields. Students will complete two applied qualitative research activities. 3 CR

SSC 362 Death and Dying
Covers a range of theoretical viewpoints, practices, and cultural values related to the human life and death cycle. Among the topics included for study are near-death experiences, condolence behaviors, palliative care practices, death industries, spirituality and religious beliefs, grief reactions and therapies, cultural differences, public laws, education initiatives, leave taking rituals, historical views of death, and ethical issues. Prerequisite: PSY 100 OR SOC 101. 3 CR

SSC 364 Human Rights Violation
(This course is cross listed with HUS 364 and JUS 364.) Human Rights refer to the basic rights and freedoms to which all humans are entitled. To violate the most basic human rights, is to deny individuals their fundamental moral entitlements. The focus of the course will be on how the experience of intentional psychological and physical torture affect individuals, families and societies. We will discuss the short-term and long-term psychological, neurological, biological, social and disability-related consequences of torture and trauma.
Prerequisite: PSY 100. 3 CR

SSC 389 Topics in Social Sciences
(Topic would be indicated.) A course devoted to subject areas that are not among the regularly scheduled sociology offerings, but in which there are needs for periodic offering. For baccalaureate degree students. Prerequisite: one introductory course in the social sciences. 3 CR

SSC 394 Independent Study in Social Science
The purpose of this course is to develop a close faculty-student interchange of ideas related to the field of social science, and to enable the student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: one introductory course in the social sciences and completion of 60 credit hours. 1- 6 CR

SSC 420 Social Science Senior Project
This course provides an opportunity to reexamine the history, major ideas, and interrelationships among social science disciplines. Four individualized learning contracts aid the examination by generating a combination of expository papers and descriptive research reports of extended scholarship that highlight the significance of studying the social life of human groups and individuals. Prerequisites: senior status and SSC 320. 4 CR

SSC 450 Conflict Resolution
(This course is cross listed with JUS 450.) A study of conflict resolution, particularly in relation to the helping professions. Theoretical constructs are studied. Conflict resolution techniques of the practitioner in negotiation, mediation, and advocacy with individuals and groups are discussed and practiced. Prerequisite: PSY 100 OR permission of instructor. 3 CR

SSC 489 Topics in Social Science
(Topic would be indicated.) A course devoted to subject areas that are not among the regularly scheduled social science offerings, but in which there are needs for periodic offering. Prerequisite: to be determined at time of topic approval. 3 CR

UNMANNED AIRCRAFT SYSTEMS

UAS 210 Introduction to Unmanned Aircraft Systems
This is an introductory course in Small Unmanned Aircraft Systems (sUAS). This course will provide the student with the information to pass the FAA knowledge test to become an FAA certified Remote Pilot and serves as an introduction to Unmanned Aircraft Systems (UAS). 4 CR

UAS 220 Unmanned Aircraft Systems (UAS) Operations with Lab
This course in Small Unmanned Aircraft Systems (sUAS) introduces students to the operations of UASs. Content includes operations of airframe, power plant, autopilot, ground control stations, payloads, and mission analysis. Students learn to fly both fixed wing and rotary winged aircraft. 4 CR

UAS 310 Unmanned Aircraft Systems (UAS) Design, Assembly, and Maintenance with Lab
This course in Small Unmanned Aircraft Systems (sUAS) introduces students to the design, assembly, and maintenance of UASs. Content includes assembly of airframe, power plant, autopilot, ground control stations, payloads, and mission analysis. Students fly both fixed wing and rotary winged aircraft they have assembled. Prerequisites: UAS 210 and UAS 220. 4 CR

UAS 410 Medium Unmanned Aircraft Systems (mUAS) & Remote Ground Control Station (GCS) Flight Instruction
This course in Medium Unmanned Aircraft Systems (mUAS) introduces students to the operations of UASs that weigh up to 100 pounds with payload. Content includes flying fixed and rotary winged aircraft from a remote ground station using a safety pilot as a visual observer. Students learn to fly both fixed wing and rotary winged aircrafts remotely. Prerequisites: UAS 210, UAS 220 and UAS 310. 4 CR

VETERINARY TECHNOLOGY

VTE 100 Introduction to Veterinary Technology
The course explores the role of a veterinary technician in the veterinary profession. It also offers a general overview of ethics, animal behavior, and practice management. As an introductory course, basic library concepts are introduced. 3 CR

VTE 113 Small Animal Care and Handling
Animal care in clinics, hospitals, and research laboratories is discussed. Descriptions of care include housing, equipment and management. The laboratory presents the principles of handling, restraint, and common techniques. Pertinent humane issues, professional ethics, and public image will be covered. Unless prior approval is given by the instructor, this course must be taken in conjunction with the accompanying lab (VTE 113L). Prerequisite: enrollment in the Veterinary Technology degree program , BIO 116, CHY 108, CIS 100, MAT 111, and UMA's communication, humanities, social science, English and writing intensive requirements or approval of the instructor. Co-requisite: VTE 113L. 3 CR

VTE 113L Small Animal Care and Handling Lab
This is the laboratory component of VTE 113 and must be taken in conjunction with it unless prior approval is given by the instructor. Prerequisite: enrollment in the Veterinary Technology degree program , BIO 116, CHY 108, CIS 100, MAT 111, and UMA's communication, humanities, social science, English and writing intensive requirements or approval of the instructor. Co-requisite: VTE 113. 1 CR

VTE 115 Veterinary Technology Student Internship
This course covers medical terminology and medical math. Students will participate in the care of animals housed in the veterinary technician facility. Students will also be required to observe in other veterinary medical facilities. Prerequisite: BIO 116, VTE 100 (may be taken concurrently) and all UMA general education requirements. 2 CR

VTE 116 Dentistry for Veterinary Technicians
The course will cover topics of dental charting, prophylactic dental care, congenital dental disease, emergency treatment of dental trauma, and recognition of oral disease. Prerequisite: VTE 224; Co-requisite VTE 116L. 3 CR

VTE 116L Dentistry for Veterinary Technicians Lab
This is the laboratory component of VTE 116 and must be taken in conjunction with it unless prior approval is given by the instructor. Prerequisite: VTE 224; Co-requisite VTE 116. 1 CR

VTE 123 Clinical Laboratory Methods
The course will serve to describe and familiarize students with current laboratory procedures. Among the topics to be considered are urinalysis, hematology, clinical chemistry, parasitology, and instrumentation. Unless prior approval is given by the instructor, this course must be taken in conjunction with the accompanying lab (VTE 213L). Prerequisites: enrollment in the Veterinary Technology program, BIO 116, CHY 108, MAT 111, VTE 100, and UMA's communication, humanities, social science, English and writing intensive requirements OR approval of the instructor., Co-requisite: VTE 123L. 3 CR

VTE 123L Clinical Lab Methods Lab
This is the laboratory component of VTE 123 and must be taken in conjunction with it unless prior approval is given by the instructor. Prerequisite: enrollment in the Veterinary Technology program, BIO 116, CHY 108, MAT 111, VTE 100, and UMA's communication, humanities, social science, English and writing intensive requirements OR approval of the instructor; Co-requisite: VTE 123. 1 CR

VTE 128 Radiology
The course is designed to familiarize the participant with the basic physics of ionizing radiation; the handling of small animals for the purpose of performing a radiologic examination under practice conditions; the equipment used for the safe production of radiographs; and the criteria by which the quality of those radiographs may be assessed. Unless prior approval is given by the instructor, this course must be taken in conjunction with the accompanying lab (VTE 128L). Prerequisites: VTE 100 and VTE 113/113L; Co-requisite: VTE 128L. 2 CR

VTE 128L Radiology Lab
This is the laboratory component of VTE 128 and must be taken in conjunction with it unless prior approval is given by the instructor. Prerequisites: VTE 100 and VTE 113/113L; Co-requisite: VTE 128. 1 CR

VTE 216 Animal Nutrition
This course considers the basic principles of animal nutrition which includes an explanation of the various nutrients relating to animal growth and reproduction, the digestive process, and factors affecting the value of feeds. Examples of disease states resulting from dietary deficiencies in various species will serve to illustrate the importance of correct nutritional balance. Prerequisites: BIO 116, VTE 100 (may be taken concurrently). 3 CR

VTE 219 Animal Disease
The course explores the symptoms, clinical signs, control, and treatment of animal disease in the veterinary practice. Prerequisites: BIO116, VTE 100 (may be taken concurrently). 3 CR

VTE 223 Pharmacology
Practical application of veterinary drug therapy, including dose calculation, safety considerations, species differences, side effects, and drug interaction. Prerequisites: BIO 116, 265; CHY 108; CIS 100; MAT 111; VTE 100 and UMA's communication, humanities, social science, English and writing intensive requirements OR approval of the instructor. 4 CR

VTE 224 Surgical Nursing and Anesthesiology Part I
This course prepares the student to administer and monitor anesthesia during surgery. It includes the physiology of anesthesia, monitoring methodologies, and response to anesthetic emergencies. The student administers and monitors anesthesia in the laboratory component. Prerequisites: VTE113/113L; Co-requisite: VTE 224L. 3 CR

VTE 224L Surgical Nursing and Anesthesiology Part I Lab
This is the laboratory component of VTE 224 and must be taken in conjunction with it unless prior approval is given by the instructor. Responsibilities outside of class time are required. Prerequisites: VTE 113/113L; Co-requisite: VTE 214. 1 CR

VTE 314 Large Animal Care and Handling
The course is designed to familiarize the student with handling, restraint, sampling, and medication of large animal species. Pertinent humane issues, professional ethics, and public image will be covered. This course must be taken in conjunction with the accompanying lab (VTE 314L) unless prior approval is given by the instructor. Prerequisites: VTE 113/113L; Co-requisite: VTE 314L. 3 CR

VTE 314L Large Animal Care and Handling Lab
This is the laboratory component of VTE 314 and must be taken in conjunction with it unless prior approval is given by the instructor. This lab requires students to have coveralls and waterproof boots for all labs. Students will be responsible for travel to various lab locations. Prerequisites: VTE 113/113L; Co-requisite: VTE 314. 1 CR

VTE 316 Advanced Small Animal Nutrition
The course will cover the basics of animal nutrition which includes an explanation of the various nutrients relating to animal growth and reproduction, the digestive process, and factors affecting the value of feeds. This course will be the same lecture as VTE 216 but will have an addition research or other enrichment component related to animal nutrition. Prerequisites: BIO 116 or equivalent, Co-requisite: VTE 100. 3 CR

VTE 319 Advanced Animal Disease
The course explores the symptoms, clinical signs, control, and treatment of animal disease in the veterinary practice. This course will be the same lecture as VTE 219 but will have an additional research or other enrichment component related to animal diseases and epidemiology. Prerequisites: BIO 116 or equivalent, Co-requisite: VTE 100. 3 CR

VTE 324 Advanced Veterinary Surgery and Anesthesia I
The course will teach the basics of surgery and anesthesia as they are presented in VTE 224. In addition, students will be required to complete a research paper and service learning which will advance their understanding of surgical principles. Prerequisites: VTE 113 and VTE 113L. Co-requisite: VTE 224L. 3 CR

VTE 325 Surgical Nursing and Anesthesiology II
The course will train the veterinary technician student in the techniques of surgical patient monitoring, anesthesia, surgical assisting, record keeping, and instrument preparation/maintenance. Unless prior approval is given by the instructor, this course must be taken in conjunction with the accompanying lab (VTE 325L). Prerequisites: VTE 224/224L or VTE 324; Co-requisite: VTE 325L. 3 CR

VTE 325L Surgical Nursing and Anesthesiology II Lab
This is the laboratory component of VTE 325 and must be taken in conjunction with it unless prior approval is given by the instructor. Responsibilities outside of class time are required. Prerequisites: VTE 224/224L or VTE 324. Co-requisite: VTE 325. 1 CR

VTE 330 Practicum in Veterinary Technology
The practicum will consist of fourteen weeks of field experience in designated laboratories and veterinary facilities. Supervision will be by veterinarians with contributing faculty appointments. The student will experience practical aspects of anesthesiology, radiology, routine patient care, pharmacology, professional ethics, and public relations. Periodic visits from the VTE faculty will monitor the students' progress. Prerequisite: satisfactory completion of all other VTE courses prior to the start of externship. (Pass/Fail Grade Only) 15 CR

VTE 394 Independent Study in Veterinary Technology
This course allows students the opportunity to explore a veterinary topic of their choice. The student will work closely with their advisor to develop a course of study which thoroughly looks at all aspects of the chosen topic and includes a research paper and a service learning project. 3 CR

WOMEN AND GENDER STUDIES

WGS 101W Introduction to Women's Studies
Introduces the scholarship and interdisciplinary nature of women's studies. Examines women's position in diverse cultures and explores the origins, development, and effect of cultural assumptions about women's natures, issues, and societal roles. Prerequisite: ENG 101. 3 CR

WGS 289 Topics in Women's Studies
(Topic would be indicated.) Topic in women's studies not offered regularly, e.g. specific aspects of women's experience, the impact of gender on particular historical moments, the relationship between gender and specific cultural productions. Prerequisite: WGS 101W, or permission of instructor. 1-6 CR

WGS 294 Independent Study in Women's Studies
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisite: WGS 101W and completion of 30 credit hours. 3 CR

WGS 301W Introduction to Feminist Theory
This is an interdisciplinary introduction to the main traditions of feminist theory. The class will examine classic and contemporary feminist writings that provide different perspectives on womanhood and women's experiences, and explore a range of texts in order to understand the history, breadth and diversity of feminist thought. Prerequisite: WGS 101W. 3 CR

WGS 304W Girls on Fire: Feminism, Activism, and the Future
(This course is cross listed with AME 304W.) In fiction as well as real life-from Katniss Everdeen to Malala Yousafzai-girls shape their worlds and define our futures. This course explores YA Dystopia, feminism and activism, and social media. We consider how these contexts shape girls' lives in contemporary American culture, make sense of the lives of girls who built feminist foundations, and imagine the future we all share. Prerequisite: ENG 101 and WGS 101W or AME 201W or permission of instructor. 3 CR

WGS 305 Race, Class, Gender, and Sexuality in American Culture
(This course is cross listed with AME 305.) Considering issues of race, class, gender, sexuality, or nationality in narrow, isolated examples is impossible and undesirable if we hope to have a fuller understanding of the patterns, realities, and possibilities of identity, power, culture, and politics in American culture. All of these complex and contradictory dimensions contribute to our identities and material realities as well to our place in relationship to social structures and power relationships. We will consider intersections in the past, present, and future including both local and transnational contexts. We will consider how we might move beyond the limits of identity politics toward a radical politics of empowerment, justice, and transformation. Prerequisite: WGS 101W, or AME 201, or permission of instructor. 3 CR

WGS 306 American Fitness: Culture, Community, and Transformation
(This course is cross listed with AME 306.) Fitness is an American fad, industry, pop culture phenomenon, and pursuit. This class considers what fitness means in American culture, how fitness can create and sustain communities, and how fitness might be used toward social, cultural, and mind/body transformation. As a women's studies course we also consider feminist perspectives on fitness. Course work will include a project that focuses on the individual students' fitness interests. Prerequisite: ENG 101 and WGS 101W, or AME XXX, or permission of instructor. 3 CR

WGS 310W Introduction to LGBT Studies
(This course is cross listed with HUM 310W.) LGBT studies considers how and why sexuality are cultural constructions. In broad terms, this course will seek to answer the questions: what does it mean to be gay, lesbian, bisexual, and /or transgendered? The LGBT experience(s) will be placed in various cultural, historical, and social contexts. Prerequisite: ENG 101 (WGS 101W is also recommended but not mandatory). 3 CR

WGS 337 Masculinities in Late 20th Century American Literature
(This course is cross listed with ENG 337.) Since the end of World War II, many books and articles have warned of a crisis of American masculinity. In this course, we will approach this so-called crisis by reading a variety of literary works that explore American masculinity, manhood and boyhood, through a variety of lenses including power, violence, nationalism, work, sports, race, age, class, and sexuality. Prerequisite: ENG 102W. 3 CR

WGS 350W Major Women Writers
(This course is cross listed with ENG 350W). This course aims to explore the different paths that women's writing has taken. Study will include authors from a range of historical periods and regions. Genres that may be examined include the novel, poetry, and drama, as well as less-traditional forms of writing such as diaries and letters. Prerequisite: ENG102W. 3 CR

WGS 389 Topics in Women's Studies
(Topic would be indicated.) A course that is not among the regularly scheduled women's studies classes, but for which there are apparent student needs for periodic offerings: e.g. specific aspects of women's experience, the impact of gender on particular historical moments, the relationship between gender and specific cultural productions. For associate and baccalaureate degree program students. Prerequisites: WGS101W and sophomore standing (or higher), or permission of instructor. 3 CR

WGS 394 Independent Study in Women's Studies
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: WGS 101W and completion of 60 credit hours. 1-6 CR

WGS 489 Topics in Women's Studies
(Topic would be indicated.) A course that is not among the regularly scheduled women's studies classes, but for which there are apparent student needs for periodic offerings: e.g. specific aspects of women's experience, the impact of gender on particular historical moments, the relationship between gender and specific cultural productions. For baccalaureate degree program students. Prerequisites: WGS 101W and junior standing (or higher) or permission of instructor. 1-6 CR

WGS 494 Independent Study in Women's Studies
The purpose of this course is to develop a close faculty-student interchange of ideas and to encourage a student to undertake as much independent study as possible. May be repeated for credit. Prerequisites: WGS 101W and completion of 90 credit hours. 1-6 CR

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Brenda McAleer ..... Associate Provost and Dean of the College of Professional Studies
Gregory Fahy ..... Dean of the College of Arts and Sciences
Robert Roper ..... Interim Dean of Bangor Campus
Sheri Fraser ..... Dean of Students
Joyce Blanchard ..... Vice President for University Advancement and Chief of Staff
Brandy Fink ..... Dean of Admission
Amie Parker ..... Director of Human Resources

Living Emeritae and Emeriti

BENNETT, SHEILA (1979-2015) Professor Emerita of Natural Science
B.S., University of Vermont, 1959
M.Ed., University of Maine, 1979
Ph.D., University of Maine, 1992

DEHOFF, HARRIET F. (1975-1997), Professor Emerita of Nursing
B.S., Simmons College, 1960
M.S.N., Boston University, 1965

FARBER, BARRY M. (1980-2004), Professor Emeritus of Business
B.S., Purdue University, 1965
M.B.A., University of California Los Angeles, 1966

FRIEND, CYNTHIA CLARE (1971-1996), Professor Emerita of Biology
A.B., Smith College, 1961
Ph.D., Boston University, 1967

GRAN, TRACY (1972-2005), Dean Emeritus of UMA Bangor
B.A., University of Minnesota, 1961
M.A., University of Massachusetts, 1963

HYATT, STEPHEN (1962-1992), Professor Emeritus of Sociology
B.A., University of Maine, 1957
M.S., Pennsylvania State University, 1961

KING, F. RICHARD (1967-1997), Professor Emeritus of Business
B.S., University of Massachusetts, Amherst, 1957
M.S., University of Massachusetts, Amherst, 1963
Ph.D., University of Connecticut, 1972

KURTH, ANITA M. (1981-2010), Professor Emerita of English
B.A., University of Portland, 1963
M.Ed., University of Maine, 1981

LEONARD, GRACE M. (1974-2015), Professor Emerita Psychology and Mental Health
B.A., University of Kentucky, 1961
M.A., University of Kentucky, 1962

MACROY, CHARLES R. (1979-1996), Dean Emeritus of UMA Bangor
B.A., St. Bonaventure University, 1963
M.S., Boston University, 1968
Ph.D., State University of New York at Buffalo, 1970

RANDALL, MARY ELISABETH (1967-1997), Vice President Emerita of Enrollment Management and Student Services
B.A., University of Maine, 1965
M.S., University of Southern Maine, 1977

REDDING, RODNEY (1994-2001), Associate Professor Emeritus of Psychology & Human Services
B.A., LaSierra College, 1958
M.Ed., Boston University, 1959
Ed.D., Ohio University, 1965

RUBINSON, JILL (1979-2015), Professor Emerita of English
A.B., Cornell University, 1965
A.M., Harvard University, 1966
Ph.D., Harvard University, 1983

SCHLENKER, JON A. (1975-2014); Professor of Sociology & Anthropology
A.B., Muhlenberg College, 1968
M.A., University of Southern Mississippi, 1972
M.A., University of Southern Mississippi, 1974
M.S., University of Southern Maine, 1980
C.A.G.S., Berne University, 1999

STEINHACKER, MARIANNE D. (1987-2001), Associate Professor Emerita of Nursing
B.S., Skidmore College, 1963
M.S., University of Rochester, 1971

STORCH, KAY S. (1974-1997), Professor Emerita of Biological Sciences
B.S., Otterbein College, 1960
M.S., University of Illinois, 1962
Ph.D., University of Illinois, 1966

WLODKOWSKI, ZINAIDA S. (1967-1996), Professor Emerita of Languages and Literature
B.A., Windham College, 1964
M.A., New York University, 1965
Ph.D., New York University, 1979

WRIGHT, HOWARD P. (1978-1994), Coordinator Emeritus of Counseling Services
B.A., Pennsylvania State University, 1953
M.S., University of Pennsylvania, 1966
C.A.S., University of Maine, 1983

Faculty and Administration

BAKER, SUSAN; Associate Professor of Science; Science Coordinator (1983)
B.S., Brown University, 1979
M.Ed., University of Maine, 1995

BATES, CHRISTOPHER D.; Professor of Communication & Drama (1987)
B.A., Southern Connecticut University, 1977
M.A., University of Maine, 1984

BEAN, FRANK G.; Associate Professor of Finance & Management (1995)
B.S., University of Southern Maine, 1973
M.B.A., University of Southern Maine, 1975

BEAROR, DAWN M.; Professor of Dental Health (1977)
A.S., Westbrook College, 1976
B.S., University of Maine, 1980
M.Ed., University of Maine, 1982
Ed.D., University of Maine, 2012

BERNHEIM, ROBERT B.; Assistant Professor of History (2011)
B.A., Bowdoin College, 1986
M.A., Goddard College, 1993
Ph.D., McGill University, 1997

BISULCA, NORMA; Professor of Mathematics (1991)
B.A., University of Maine, 1971
M.A., Rutgers University, 1984

BLANCHARD, JOYCE M.; Vice President for University Advancement & Chief of Staff (1987)
A.S., University of Maine at Augusta, 1984
B.S., University of Maine at Augusta, 1993
M.S., University of Southern Maine, 1997

BLANCHETTE, DIANE E.; Associate Professor of Dental Health; Dental Health Coordinator (1989)
R.D.H., 1978
A.S., University of Maine, 1978
B.S., University of Maine, 1992
M.Ed., University of Maine, 1995

BLANKE, ANNE M. WELDON; Lecturer in Developmental Mathematics; Bangor Math and Math Lab Coordinator (1981)
B.A., University of Maine, 1976
M.A., University of Maine, 1984

BOONE, DIANE; Associate Professor of Business Administration (2003)
A.S., NMVTI, 1985
B.S., Husson College, 1989
M.S., Central Michigan University, 1992
D.B.A., Argosy University, 2003

BOTSHON, LISA; Professor of English; Humanities Coordinator (1997)
B.A., Brandeis University, 1988
M.A., Columbia University, 1990
M.Phil., Columbia University, 1993
Ph.D., Columbia University, 1997

BOWEN, JONATHAN M.; Assistant Professor of Mental Health and Human Services (2015)
B.S., Kutztown University, 2001
M.Ed., University of Maine, 2008
Ph.D., University of Maine, 2014

Faculty and Administration Continued

BUTLER, DAYLIN J.; Professor of Business & Public Administration; Public Administration Coordinator (1994)
B.A., University of Southern California, 1972
M.A., University of Michigan, 1974
M.B.A., University of California, 1984
Ph.D., University of Michigan, 1984

CLARK, CAREY S.; Associate Professor of Nursing (2010)
B.S., Whittier College, 1989
A.S., Whittier College, 1994
B.S., Excelsior College, 1999
M.S., California State University, 2001
Ph.D., California Institute of Integral Studies, 2004

CLARK, PATRICIA M.; Lecturer in Mental Health and Human Services (2001)
B.A., Midland Lutheran College, 1975
B.S., University of Nebraska, 1979
M.S., University of Southern Maine, 1993

COLBY, TERRY DAVIS; Professor of Nursing; A.S. Nursing Coordinator (1982)
B.S., University of Southern Maine, 1979
M.S., Boston University School of Nursing, 1982

COOK, JAMES M.; Associate Professor of Social Sciences (2011)
B.A., Oberlin College, 1993
Ph.D., University of Arizona, 2000

CORBETT, ANN M.; Registrar (1978)
B.A., University of Maine at Fort Kent, 1993
A.S., University of Maine at Augusta, 1988

CORLEW, LAURA; Assistant Professor of Psychology (2014)
B.S., Middle Tennessee State University (2002)
M.A., University of Hawaii (2009)
Ph.D., University of Hawaii (2012)

COUSINS, GUY R., Lecturer of Mental Health and Human Services (2015)
B.S., University of Maine at Fort Kent, 1983
M.S.W., University of Dundee, 1991

DAVITT, MARY LOUIS; Professor of Justice Studies; Justice Studies Coordinator (1983)
B.A., Vassar College, 1966
J.D., University of Kentucky, 1969

DEAN, CYNTHIA D.; Associate Professor of Education; Teacher Certification Coordinator (2011)
B.A., University of Maine at Augusta, 1998
M.A., University of Maine, 2000
M.Ed., University of Maine, 2005
Ed.D., University of Maine, 2010

DEWATERS, JERE C.; Instructor in Photography (2006)
B.A., Clark University, 1975
M.A., Goddard College, 1978

Faculty and Administration Continued

DUBE, MATTHEW P., Assistant Professor of Computer Information Systems (2016)
B.A., University of Maine, 2007
M.S., University of Maine, 2009
Ph.D., University of Maine, 2016

DUBOIS, LAUREN R.; Executive Director, Classroom and End-User Technology
UMA/University College Campus IT Officer (1980)
A.S., University of Maine at Augusta, 1995
B.A, University of Maine at Augusta, 2005

DYER, TRICIA S.; Director of Enrollment Services & Advising (2001)
M.S., Thomas College (1997)

ELIAS, ROCHID J.; Professor of Mathematics & Computer Information Systems (1965)
B.A., Saint Francis College, 1963
M.A., University of Maine, 1965

ELLIOTT, KENNETH C.; Professor of Psychology (1991)
B.A., Wesleyan University, 1969
M.A., New School for Social Research, 1973
Ph.D., California School of Professional Psychology, 1976

ELLIS, WILLIAM F.; Professor of Psychology and Human Services; Mental Health and Human Services Coordinator (1996)
B.A., Merrimack College, 1974
Ph.D., University of South Carolina, 1983

EVANS, VICTORIA; Professor of Nursing (2002)
B.S.N., University of Colorado, 1980
M.S.N., Columbia University, 1985
M.P.H., Columbia University, 1986
DNP, Frontier Nursing University, 2015

FAHY, GREGORY; Associate Professor of Philosophy; Dean of the College of Arts and Sciences (2003)
B.A., Bowdoin College, 1989
Ph.D., Boston University, 1998

FELCH, HENRY J.; Associate Professor of Computer Information Systems (2011)
A.S., University of Maryland, 1991
B.S., University of Louisville, 1997
M.Ed., University of Louisville, 1998
M.S., University of Phoenix, 2002
M.S., Colorado Technical University, 2004
D.C.S, Colorado Technical University, 2009

FINK, BRANDY; Dean of Admission (2017)
Ed.D., The University of Mary Hardin-Baylor (2016)
M.A., Texas A&M University (2009)
M.Ed., Texas A&M University (2004)
B.S., Texas A&M University (2003)

Faculty and Administration Continued

FLOWERS, SARA M. FAWCETT; Director of TRIO Student Support Services (2016)
A.A., Central Maine Technical College (2003)
B.A., University of Southern Maine (2005)
M.S., University of Southern Maine (2012)
C.A.S., University of Southern Maine (2013)
Ph.D., Lesley University (2015)

FOSTER, NANCY; Assistant Professor of Dental Health (2014)
B.S., Northeastern University (1994)
M.Ed., Boston University (1995)

FOWLER, PAUL M., Lecturer in Architecture (2016)
A.S., Rochester Institute of Technology
B.S., Rochester Institute of Technology, 1985
M.Arch., University of Florida, 1997

FRASER, SHERI C.; Dean of Students (1992)
B.S., State University of New York at Geneseo, 1985
M.A., Bowling Green State University, 1987

FREESE, JENNIFER, Lecture in Veterinary Technology (2017)
B.S., Campbellsville University, 2002
D.V.M., Auburn University College of Veterinary Medicine, 2006

FRENCH JR., LESTER A.; Assistant Professor of Applied Mathematics; Math Coordinator (2012)
B.S., University of New Hampshire, 1993
M.S., University of Maine, 2002
Ph.D., University of Maine, 2011

GARTHOFF, JERRY L.; Director of the Bookstore (1992)
B.S., Case Western Reserve University, 1981

GIORDANO, THOMAS J.; Associate Professor of Accounting; Business Administration and Financial Services Coordinator (2006)
B.S., Bentley College, 1978
M.B.A., Hofstra University, 1985

GRUNDER, CHARLES S.; Professor of Psychology (1987)
B.A., University of Miami, 1970
M.A., Catholic University, 1972
Ed.D., Rutgers, The State University, 1979
Ed.S., University of Virginia, 1986

HAGGARD, SANDRA S.; Associate Professor of Biological Science (1985)
B.S., Seattle University, 1966
M.S., University of Maine, 1973

HAYES-GRILLO, ANNE; Lecturer of Biological Science (1995)
B.S., University of Massachusetts, 1975
B.S., University of Massachusetts, 1979
M.S., Rutgers University, 1992

HENRY, JONATHAN; Vice President of Enrollment Management and Marketing (2017)
B.A., University of Vermont, 1985
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Faculty and Administration Continued

HENTGES, SARAH; Associate Professor of American Studies (2009)
B.A., Humboldt State University, 1997
M.A., Oregon State University, 2000
Ph.D., Washington State University, 2006

HINKLEY, AMY E.; Assistant Professor of Architecture (2012)
BArch, Cornell University, 1994

HOLDEN, CONSTANCE C.; Professor of Developmental Math and Science (1981)
B.A., Brandeis University, 1965
M.Ed., University of Maine, 1968
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M.S., University of Maine, 2002

HOWARD, AMBER C.; Assistant Professor of Biology (2015)
B.S., Georgia Southwestern State University (2005)
Ph.D., Medical College of Georgia, Georgia Regents University (2011)

HUNT, TAMARA J.; Assistant Professor of Mental Health and Human Services (2011)
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M.Ed., University of Maine, 1998
Ph.D., University of Maine, 2010

JAKAB, MARY JO; Professor of Human Services (1987)
A.B., Ohio University, 1973
M.S.W., St. Louis University, 1975

JEROSCH, ANITA; Assistant Professor of Music; Music Coordinator (2013)
B.M., University of Maine at Augusta, 2001
M.M, University of Maine, 2003
ABD for Ph.D., University of Maine,

JOLDA, J. GREGORY; Lecturer in CIS; Aviation Coordinator (2013)
B.S., Northeastern University (1970)
M.S., United States Air Force Institute of Technology (1977)

JORDAN, GILLIAN M.; Associate Professor of English (1982)
B.A., University of Maine, 1977
M.A., University of Maine, 1980

KATZ, ROBERT I.; Professor of Art; Art Program Coordinator (1981)
B.S., New York University, 1972
M.F.A., University of Montana, 1975

KELLERMAN, ROBERT; Associate Professor of English (2006)
B.A., University of Michigan at Flint, 1983
M.A., Michigan State University, 1993
Ph.D., Michigan State University, 1997

KING, LYNNE F.; Professor of Nursing; B.S. Nursing Coordinator (1982)
B.S., University of Southern Maine, 1977
M.S., University of Southern Maine, 1981
M.S.N., University of Southern Maine, 1988
D.N.S., The Sage Colleges, 2011

Faculty and Administration Continued

KLOSE, ROBERT T.; Professor of Biological Science (1986)
B.S., Fairleigh Dickinson University, 1976
M.S., University of Maine, 1984
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M.S., Husson College, 2000

LAGE, CHRISTOPHER R.; Associate Professor of Biology (2006)
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LANE, KIM M.; Associate Professor of Mental Health & Human Services (2010)
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B.S., University of Maine Farmington, 1981
M.S.W., University of Maine, 1991
Ph.D., Capella University, 2008

LAWSON, TERRY; Academic Associate; Applied Science Coordinator (1998)
A.S., University of Maine at Augusta, 2000
B.S., University of Maine at Augusta, 2011
M.Ed., University of Southern Maine, 2016

LEE, JOLEEN; Associate Professor of Dental Health (1973)
A.S., University of Rhode Island, 1972
B.S., University of Maine, 1977
M.Ed., University of Maine, 1980

LEMAY, DIANE; Associate Professor of Mental Health & Human Services (2001)
B.A., University of New Hampshire, 1974
M.Ed., University of New Hampshire, 1975
Ed.D., University of Maine, 1980

LEO, ELEANOR S.; Professor of English and Skills Development Specialist (1979)
B.A., Colby College, 1971
M.Ed., Duke University, 1976

LINHARDT, MAGDALENA; Associate Professor of Psychology & Mental Health (2001)
B.A., Safarik University [Czechoslovakia], 1977
M.A., Safarik University [Czechoslovakia], 1977
Ph.Dr., Safarik University [Czechoslovakia], 1979
Ph.D., Komensky University [Czechoslovakia], 1989
Post. Doc., Boston Institute for Psychotherapy, 1996
Post. Doc., Boston University, 1997

LOWELL, SCOTT D.; Coordinator of the Medical Laboratory Technology Program (2017)
A.A.S., Community College of the Air Force (2010 & 2014)
B.S., Trident University (2012)
M.A., Trident University (2016)

Faculty and Administration Continued

MASCARO, JENNIFER, Director of Counseling Services (2012)
B.S., University of Florida, 2001
M.A., Boston College, 2006

MCALEER, BRENDA O.; Professor of Business; Dean of the College of Professional Studies; Associate Provost (2000)
B.A., St. Mary's College, Notre Dame, 1971
M.A., Vermont College of Norwich University, 1989
Ph.D., Walden University, 2000

MCCARTHY, BOBBI J.; Lecturer of Nursing (2014**)**
A.D.N., University of Maine at Augusta, 1992
B.S.N., University of Maine at Augusta, 2012
M.S.N., Norwich University, 2014

MCCOLLETT, SHERRY; Director of Student Financial Services (1994)
A.A., University of Maine at Augusta, 1993
B.A., University of Maine at Augusta, 1998

McCue-Herlihy, Betty; Associate Director of TRIO SSS (1997)
B.A., University of Maine at Orono (1976)
M.S. Ed., Univerisity of Maine Orono (1976)
Ed.D., University of Maine Orono (1997)

MCGUIRE, J. POWERS; Professor of Business and Governmental Sciences (1980)
B.A., Drake University, 1967
J.D., Illinois Institute of Technology/Chicago-Kent College of Law, 1973
LL.M., IIT/Chicago-Kent College of Law, 1981

MCMAHON SAWYER, SHARON; Assistant Professor of Justice Studies (2015)
B.S., Georgetown University, 1980
J.D., Suffolk University Law School, 1983
LL.M., McGeorge School Law, 1985

MEEHAN, DEBORAH; Director, University College at Rockland (2006)
B.A., Colgate University, 1974
M.S., University of Southern Maine, 2009

MILLIGAN, PETER; Professor of Biological Science (2001)
B.S., Northeastern University, 1986
M.S., Rutgers, The State University of New Jersey, 1995
Ph.D., Rutgers, The State University of New Jersey, 1998

NABER, E. DONALD; Associate Professor of Biological Sciences; Bangor Science Coordinator (1974)
B.S., University of Maine, 1972
M.S., University of Maine, 1974
Ed.D., Nova Southeastern University, 2000

NARDONE, GILDA E.; Executive Director, New Ventures Maine (1978)
A.A.S., Westbrook College, 1968
B.A., University of Massachusetts, 1976
M.S.Ed, Wheelock College, 1979

NELSON, RICHARD; Professor of Music (1994)
B.A., University of California, 1977
M.M., Indiana University, 1988
D.M.A., Columbia University, 1995

Faculty and Administration Continued

NORTON, RONALD N.; Professor of Economics (1978)
B.S., University of Southern Maine, 1975
M.A., University of Iowa, 1977
Ph.D., Boston College, 1990
C.R.R.A., 2003

OSIER, DONALD T.; Director of Learning Effectiveness and Student Success (1998)
B.S., Bates College, 1973
M.A., Michigan State University, 1976

PAGE, GARY,; Assistant Professor of Accounting (2017)
B.S., Bob Jones University (1975)
M.B.A., University of Southern Maine (1988)
Ph.D., Nova Southeastern University (2006)

PHILBRICK, DANIEL K.; Director of University College at Saco (2015)
B.A., University of Southern Maine, 1991
M.A., University of Southern Maine, 2010

POWERS, ELIZABETH C.; Assistant Professor of English; Coordinator of Augusta Writing Center (2014)
B.A., Thomas More College (2006)
M.A., Boise State University (2009)
Ph.D., Florida State University (2014)

PRECOURT, PETER; Associate Professor of Art (2006)
B.F.A, University of Massachusetts, Dartmouth, 1997
M.F.A., University of Houston, 2000

RAINEY, ROBERT O.; Associate Professor of Photography; Gallery Director (2008)
B.F.A., Rhode Island School of Design, 1986
M.F.A., University of New Mexico, 2008

RAY, CHELSEA D.; Associate Professor of French Language and Literature (2007)
B.A., Beloit College, 1994
M.A., University of California, Los Angeles, 1998
Ph.D., University of California, Los Angeles, 2004

RETZLAFF, KAY; Professor of English (2004)
B.A., University Nebraska-Lincoln (1976)
M.A., University Nebraska-Lincoln (1981)
Ph.D., University of Maine (2004)

ROGERS, KAREN; Lecturer in Nursing (2013)
B.S., University of Connecticut, 1977
M.S., University of Pittsburgh, 1983

ROPER, ROBERT K.; Interim Dean of Bangor Campus (2017) and Professor of Business Administration (1987)
B.S., University of Maine, 1983
M.S., University of Maine, 1987
M.A., University of Maine, 2011

ROY, SANJIT, Assistant Professor of Architecture (2016)
B. Arch., School of Planning and Architecture, 2001
M.S.Arch., University of Cincinnati, 2004

Faculty and Administration Continued

SAMUELIAN, DAVID J.; Professor of Mental Health and Human Services; Bangor Coordinator of Mental Health & Human Services (1982)
B.A., Bridgewater State College, 1972
M.A., State University of New York at Brockport, 1974
C.A.S., University of Maine, 1980
Ed.D., University of Maine, 1982

SANBORN, FREDA E.; Instructor of Developmental Mathematics (1993)
A.A., University of Maine, 1986
B.A., University of Maine, 1990
M.A., University of Maine, 1992

SCHNEIDER, NANCY J.; Associate Professor of English (1991)
B.S., University of New Hampshire, 1976
M.A., University of Maine, 1984

STARK, ERIC; Associate Professor of Architecture; Architecture Coordinator (2005)
B.A., Cornell College, 1989
M.Arch., Harvard University, Graduate School of Design, 1998

STEVENS, SHERI R.; Executive Director of Administrative Services (1977)
A.S., University of Maine at Augusta, 1984

STODDARD, BROOKS W.; Professor of Art History (1978)
B.A., Williams College, 1960
M.A., Institute of Fine Arts New York University, 1962
Ph.D., Institute of Fine Arts New York University, 1970

SURRETTE, TIMOTHY N.; Assistant Professor of Education (2015)
B.S. University of Maine, 2002
M.Ed., University of Maine, 2007
Ed.D., University of Cincinnati, 2016

SYCHTERZ, JEFFREY S.; Associate Professor of English (2011)
B.S., United States Naval Academy, 1991
M.A., University of Illinois, 2001
Ph.D., University of Illinois, 2005

SZAKAS, JOSEPH; Vice President for Academic Affairs and Provost (2000)
B.S., The University of Michigan - Dearborn, 1987
M.S., Western Michigan University, 1989
M.S., The Ohio State University, 1995
Ph.D., The Ohio State University, 1997

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B.A., Tulane University, 1982
M.A., University of New Hampshire, 1985
D.Ed., Harvard University, 1997

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B.S., University of Virginia, 1999
M.S., University of Virginia, 2005

TWITCHELL, LYNN F., Lecturer of Mathematics (2015)
M.A., University of Maine, 1985
B.S., University of Farmington, 1978

Faculty and Administration Continued

VITELLI, ELOISE A.; Director of Program and Policy Development, New Ventures Maine (1982)
B.S., University of Pittsburgh, 1971
M.S., University of Southern Maine, 1979

WAUGH, CHARLES G.; Professor of Communications & Psychology (1971)
B.S., Syracuse University, 1965
M.A., Syracuse University, 1969
Ph.D., Kent State University, 1982

WIGDERSON, SETH M.; Professor of History (1989)
B.A., Hofstra University, 1966
M.A., Georgia State University, 1976
Ph.D., Wayne State University, 1989

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B.A., Emerson College (2008)
M.A., The Ohio State University (2010)
M.A., Eastern Michigan University (2012)

WILLETTE, AMANDA E.; Assistant Professor in Dental Assisting; Dental Assisting Coordinator (2014)
A.S., University of Maine at Augusta (2011)
B.A.S. University of Maine at Augusta (2013)

WILLIAMS, JODI; Associate Professor of Library Information Services; Coordinator of ILS; Director of the Honors Program (2004)
B.A., Southern Connecticut State University (1997)
M.L.S., Southern Connecticut State University (1999)
Ph.D., Drexel University (2007)

ADJUNCT FACULTY

The University is fortunate to be able to provide our students with part-time faculty whose experience, credentials and teaching capability add to the high quality of our resident faculty. The names and titles of adjunct faculty who have earned six (6) or more service units at UMA is provided below.

Abbott, Rodney, Lecturer I
Abramova, Natalia, Lecturer I
Adams, Elizabeth, Lecturer III
Anderson, David, Lecturer III
Audette, Priscilla, Lecturer III
Ayotte, Pierrette, Lecturer II
Backman, William, Lecturer I
Bailey, Susan, Lecturer II
Baldridge, S, Lecturer III
Bancroft, Donna, Lecturer II
Bartlett, Hilary, Lecturer II
Bickford, Susan, Lecturer II
Bistrais, Robert, Lecturer I
Blesh, Tamara, Lecturer III
Boerner, Lenore, Lecturer II
Bonnes, Terry, Lecturer III
Bowne, Nora, Lecturer III
Boyd, Brian, Lecturer III
Breton, Jody, Lecturer II
Bridgeo, William, Lecturer I
Burdick, Sabra, Lecturer III
Carras, Marlene, Lecturer I
Carty, Jeffrey, Lecturer I
Cassum, Kelly, Lecturer I
Chandler, Patricia, Lecturer II
Chastain, Corliss, Lecturer II
Clancy, Gary, Lecturer III
Cleveland, Scott, Lecturer III
Coe, Carolyn, Lecturer II
Cole, Lori, Lecturer III
Cole, Noah, Lecturer I
Comins, Suzanne, Lecturer II
Corral, Stephen, Lecturer I
Curran, Mary, Lecturer III
Curtin, Kevin, Lecturer III
Cyr, Roger, Lecturer III
Davitt, James, Associate Professor
Defazio, Mark, Lecturer III
Demchur-Merry, Catherine, Lecturer III
Demers, Luc, Lecturer III
Der Simonian, Sebouh, Lecturer II
Dodge, Ricky, Lecturer II
Dunton, Elaine, Lecturer II
Edwards, Deborah, Lecturer III
Edwards, Jeanne, Lecturer II
Eisen, Kenneth, Lecturer III
Ellis, Martha, Lecturer I
Emery, Peter, Lecturer III
Ennamorati, Audrey, Lecturer III
Farmer, John, Lecturer III
Feldhousen-Giles, Kristy, Lecturer II
Finnegan, John, Lecturer I
Fitzgerald, John, Lecturer II
Frazer, Gail, Lecturer III
Gallagher, Dawn, Lecturer I
Gallagher, Marcia, Lecturer I
Gallant, Jennifer, Lecturer I
Galloway, William, Lecturer II
Gerard, Philip, Lecturer III
Gianopoulos, Christos, Lecturer III
Giroux, Grace, Lecturer III
Goetting, Denise, Lecturer III
Goodridge, Mark, Lecturer III
Greenham, David, Lecturer II
Gronros, Donna, Lecturer III
Guillemette, James, Lecturer II
Hall, Ida, Lecturer II
Hall-Harvey, Carrie, Lecturer II
Halpin, William, Lecturer III
Hancock, Morris, Lecturer III
Harper, Robert, Lecturer III
Hauge, John, Lecturer II
Hendrickson, Julie, Lecturer III
Hicks, Raquel, Lecturer I
Hilton, Judith, Lecturer III
Homer, Cynthia, Lectuere I
Hunter, Nancy, Lecturer II
Jenkins, Pamela, Lecturer III
Johnson, Timothy, Lecturer I
Katz, Elaine, Lecturer III

Kaufman-Blanchette, Rebekah, Lecturer II
Kellogg, Cynthia, Lecturer I
Kenefic, Richard, Lecturer I
Kershner, Karey, Lecturer II
Kinsella, David, Lecturer I
Lacey, Patricia, Lecturer III
Lachance-Stevens, Rita, Lecturer III
Landry, Megan, Lecturer I
Lane, Theodore, Lecturer III
Lapointe, Laurence, Professor
Leach, David, Lecturer III
LeGore, Christine, Associate Professor
Lester, Seth, Lecturer II
Lodge, Peter, Lecturer II
Long, Jill, Lecturer III
Ludders, Jessica, Lecturer III
Lumb, Richard, Lecturer III
Lutterman, Brandon, Lecturer II
Mahoney, Daniel, Lecturer II
Martens, Andrea, Assistant Professor
Martine, Cheryl, Lecturer III
Mauceri, Frank, Lecturer III
Mayhew, Lauren, Lecturer III
Mayo, Teresa, Lecturer III
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McCord, Thomas, Lecturer III
McInnis, Timothy, Lecturer III
McKelvy, Dina, Lecturer II
Merckens, Lawrence, Lecturer II
Miles, Ronald, Lecturer I
Miller, Jesse, Lecturer I
Montagna, Christopher, Lecturer II
Moreno, Silvia, Lecturer I
Morin, Anne, Lecturer III
Moro, Stephen, Lecturer III
Myers, Allen, Lecturer III
Naiden, Peter, Lecturer III
Noyes-Hull, Gretchen, Lecturer III
O'Brien, John, Lecturer III
Orth, Melissa, Lecturer III
Ortiz-Vidal, Yarissa, Lecturer II
Pare-Peters, Rita, Lecturer III
Payson, Neil, Lecturer III
Peppe, Dorothy, Lecturer III
Peterson Cyr, Amy, Lecturer III
Piatt, Charles, Lecturer I
Pitcher, Jeri, Lecturer II
Potter, Jonathan, Lecturer III
Rice, Edward, Lecturer I
Richmond, Roger, Professor
Rieff, Kristin, Lecturer III
Robbins, Rachel, Lecturer I
Robbins, Wayne, Lecturer III
Rottmann, Linda, Lecturer III
Roy, Roland, Lecturer III
Ruddy, Sarah, Lecturer I
Sandberg, Charles, Lecturer III
Sapien, Hector, Lecturer II
Schlenker, Jon, Professor
Seymour, James, Lecturer III
Shattuck, John, Lecturer III
Silverstein, Jeffrey, Lecturer III
Sorman, Nancy, Lecturer I
Spearin, Tricia, Lecturer III
Stetson, David, Lecturer III
Stoddard, Susan, Lecturer II
Strout, Brian, Lecturer I
Tainter, Ruth, Lecturer I
Taylor, Esther, Lecturer II
Taylor, Franklyn, Professor
Trefts, Roberta, Lecturer I
Trimble, Carol, Lecturer II
Vail, Garrett, Lecturer III
VanKirk, Tricia, Lecturer III
Vose, Stephen, Lecturer III
Walker Norris, Kathryn, Lecturer III
Waltz, Mark, Lecturer III
Wathen, Daniel, Professor
Weigle, Anastasia, Lecturer II
Wheeler, Gary, Lecturer I
Whitney, Charles, Lecturer I
Willett-Sewall, Jill, Lecturer II
Willis, Laurie, Lecturer III
Woodard, James, Lecturer III
Wyatt, Henry, Lecturer III
Zaremba, Erin, Lecturer I