Bachelor of General Studies
Course List, 2019-2020

Communication

Core courses

COM 3014 Gender Communication
Examines the roles gender plays in managing diversity in the workplace, developing personal relationships and exploring mass media in contemporary culture. This course is designed to increase your understanding of gender as it is constructed, performed, evaluated, and negotiated through communication. Meets Multicultural Requirement.

ENC 3213 Professional and Technical Writing
Students will learn an overview of professional and technical writing principles, current communication issues, research practices, and emerging technologies. This course focuses on communications skills essential for success in technical and professional communication, including audience analysis, collaboration, and document design.

ENC 3416 Digital Writing
Students will compose and analyze digital texts that incorporate images, sounds, video, and language. Course focuses on the theory, analysis, and production of digital texts such as blogs, websites, audio podcasts, video, and visual arguments. Across the semester, students will study audience analysis, and as a final culmination of their work, students will design and deliver an e-Portfolio project. Meets Gordon Rule Writing Requirement.

GEB 3213 Writing for Business: Theory and Practice
Augments the basics of business writing while reviewing the various kinds of written business correspondence. Students are expected to integrate ethical decision-making skills, word processing skills, grammar and writing skills, and analytical thinking skills into the content.

LIN 3673 Grammar for Professional Success
An upper-division grammar class which focuses on the principles and conventions of writing. The purpose of this course is twofold: to review the regulatory rules of writing so that students can write responsibly by controlling and editing their own work; and to offer students the language choices available to them as speakers and writers of American English.

LIN 3742 Modern Grammar and Usage
Grammar of modern English, including traditional; concentration on structural, generative and transformational approaches. Intended for English majors, required of those preparing for careers in secondary education.

PLA 3103 Legal Research and Writing
Introduces the student to the sources, tools and techniques of legal research and writing including, but not limited to, primary and secondary sources covering judicial, legislative and executive branches.
PHI 3400 Philosophy of Science
Concepts and types of explanation used in sciences. May include differences between natural and social sciences, inductive reasoning and scientific explanation, and relation of science to society.

SOW 3350 Interviewing and Recording
Practice in interviewing techniques and in precise, descriptive, and accurate writing techniques for practitioners in social work, psychology, and other helping professions.

SPC 3301 Interpersonal Communication
Emphasizes the link between interpersonal communication skills and relationship building in personal and professional contexts. Includes components on self-awareness, impression management, rapport building, developing intimacy, managing conflict, ethical use of interpersonal power, diversity issues, leadership, and using technology to facilitate interpersonal communication. Involves hands-on service learning project that provides the opportunity to practice interpersonal skills in a professional setting.

Elective courses

ANT 4191C Archaeological Data Analysis
Focuses on the methods and techniques of analysis of archaeological data, which is an essential step in the interpreting of data. The analytical techniques of archaeological data include construction and use of spreadsheets, digital image development and manipulation, map making, data base construction, management, and querying.

SPM 3403 Sport Media
Examines the role media plays in contemporary sports, the relationship between sports and sports media, and how these two entities influence the public's perception of sport as a growing industry. Examines the many professional careers associated with sports media including sports information, public/media relations, journalism, and broadcasting.

Any AFH, AMH, ASH, EUH, HIS, or LAH 3000- or 4000- level course

Information Literacy

Core courses

ANT 3212 Peoples and Cultures of the World
Culture areas of the world and frameworks for cultural comparison. Detailed study of representative peoples around the world gives emphasis to non-Western societies and the reporting tool of ethnography. Meets Multicultural Requirement.

CCJ 4700 Research Design in Criminal Justice
Designed to give students an understanding of the basic principles and practices of empirical research as they are practiced in criminal justice and to enhance students' critical thinking skills with respect to criminal justice programs and proposals.
ENG 3010 Critical Methods for Literary Study
Development of writing and critical thinking skills specific to the study of literature. English majors and minors only.

ENG 4013 Introduction to Literary Theory
Designed to provide an introduction to a wide range of current theories about the uses and effects of literature and literary criticism. Primarily for English majors and minors.

GEB 3032 Business Foundations for Non-Business Majors
Provides non-business students a foundation in the functional areas of management, marketing, finance, accounting and economics. Designed to provide students with a knowledge base that will give access to a broad range of upper level business courses.

HIS 3002 The Historian’s Craft
Intensive experience in historical research and writing, methodology, and interpretations. Required for all history majors. Permission is required.

LIT 4385 Feminist Theory
This course offers focused study of both the history of feminist theory and contemporary developments in feminist theory. The course will cover both pre-modern ("proto") and modern ("first-wave") feminist works by women as well as explore contemporary ("second" and "third-wave") feminist theory.

MAN 3025 Management Fundamentals
Study of principles of management. Process and content of management analyzed. Emphasizes classical, human relations, human resources, behavioral and quantitative management methods.

SPM 3004 Introduction to Contemporary Sport Management
Introduction to the field of sport management required for all students in the major and available to students interested in working in the sport industry. Provides an overview of sport management rather than detailed instructions about how to manage sport enterprises.

Elective courses

ACG 3082 Accounting for Non-Majors
Coverage of financial, managerial, and cost accounting topics with an emphasis on uses of accounting information; available to non-business majors only.

ARH 4830C Museum and Gallery Studies
Examines in depth the theoretical and practical aspects of museum / gallery management. Includes promotion, finance, grantsmanship, space design and other related issues.

CCJ 4013 Criminology
Examines the causes, types, and patterns of crime in society. Major schools of thought and current research are introduced, compared, and contrasted in the study of crime and its social context.
ECO 3003 Principles of Economic Theory and Public Policy
Survey and analysis of contemporary economic theory and public policy. Available to non-business majors only.

HFT 3003 Travel and Tourism Management
Students study the organizations and techniques involved in developing and promoting a destination. The course highlights the importance of teamwork between the public and private sectors in tourism related activities.

HIS 4081 Advanced Museology
This seminar in advanced museum studies introduces students to the larger museum operation elements including museum history, philosophy, administration, ethics, and public responsibility. The intensive course consists of one full week of concentrated class meetings followed by the remaining segments of the summer to complete museum projects.

HIS 4086 Issues in Historic Preservation
This course offers students a general introduction to the history, practices, principles, and fields of historic preservation.

MAN 3240 Behavior in Organizations
A study of human and group behavior in organizations and within society. The focus is on developing student ability to work in group settings and organizations.

PLA 3020 Law and Society
Exploration of how the legal system interacts with social issues, such as the death penalty, domestic violence, slavery, abortion, and lifestyle choice.

PSY 3213 Research Methods in Psychological Science I
The first course of a two-course sequence designed to expose a student to the research methods and the behavioral statistics that are commonly employed in psychological (behavioral) research. Although the fundamental principles of scientific observation, research design, and research statistics will be discussed, special emphasis will be placed on methodology that provides a basic or descriptive understanding of human behavior.

Problem Solving/Decision Making

Core courses

CCJ 3060 Ethics and Justice System
Identification and analysis of ethical issues in the American justice system.

HIS 3313 Issues in Gender and Diversity
Provides an interdisciplinary introduction to the theoretical and social issues regarding diverse groups and gender stereotypes. Focuses on how gender and diversity fit into the actions and interactions of the private and public sectors, and presents information on how to effectively
promote institutions, relationships, politics, and services that value diversity and eliminate
gender stereotypes.

**ISM 3011 e-Business System Fundamentals**
Use and application of information system technology in the business environment, with
emphasis on the fundamental e-Business models, technology concepts and systems used to
enable and conduct electronic business. Concepts include the components of an I.S., the systems
development process, the functions of the various types of communication networks, hardware,
and software, including practical, hands-on projects designed to enhance e-Business analytical
skills.

**MAN 3301 Human Resources Management**
Introduction to personnel administration; emphasis on the basic personnel function of both the
personnel specialist and the operating manager. Critical issues stressed include selection,
compensation, OSHA, EEO, unions and discipline.

**MAN 4102 Management of Diversity**
Roles, behaviors, career paths, motivational strategies, obstacles, and collegial reaction to
managing diversity within the labor force are an integral aspect of the course. Personal
assessment of communication styles and diversity in management styles.

**PHI 3130 Modern Logic**
Training and skills of modern symbolic logic and their application to evaluation of arguments.
Propositional logic, predicate logic.

**PHI 3670 Ethics**
Philosophical theories concerning nature of the good, moral obligation, human excellence and
application of ethical theory to problems of the individual in relation to society.

**SOW 4233 Human Diversity and Social Justice**
Examines the impact of social, economic, and political environments on diverse populations
specifically race, gender, age, ethnicity, culture, class, sexual orientation, religion, and physical
and mental ability. Integrates the key elements of the profession of social work through the
filter/lens of social, political, and economic justice.

*Elective courses*

**AMH 4575 Civil Rights**
U.S. civil rights movement from its roots in the nineteenth century to the present.

**ANT 3101 Principles of Archaeology**
Detailed explanation of the principles and methodology of current archaeology in U.S.; includes
a brief history and theoretical orientation development of American archaeology.

**CRW 3110 Fiction Writing**
Workshop in narrative fiction. Practice in developing plot and character and establishing point of
view. Emphasis on writing for publication in specific markets.

**ENL 4333 Shakespeare**  
Selected comedies, histories and tragedies.

**HSC 4300 Changing Health Behaviors**  
Designed to acquaint students with a general theory of behavior, guide them through exercises for developing skills in self-analysis, and to provide information on how to achieve individual behavior change goals. Students will learn techniques for developing community-based health behavior change programs and employ coping skills for personal problem solving.

**HSC 4581 Health Promotion and Planning**  
Practical application of theory, models, principles, and practices of health promotion, planning, and implementation. Experiential activity includes creating a health promotion program incorporating: developing and administering a needs assessment, applying a behavioral and environmental assessment, writing goals and measurable objectives, marketing the program, presenting the health program, evaluating the program.

**INR 3073 Analyzing Issues in International Politics**  
This course examines several key contemporary issues in international politics. The course has both a theoretical and an applied component, with emphasis on readings to build concepts and empirical understanding combined with application through discussion and exercises designed to engage students in qualitative and quantitative analysis of these topics.

**LIT 3233 Postcolonial Literature**  
Examines world literature produced in the context of colonialism and subsequent movements for independence. Links the study of literature to the political, psychological and cultural effects of imperialism and globalization. Specific topics vary according to faculty expertise and research interests.

**MAN 3583 Project Management**  
An introduction to the field of Project Management. Covers concepts and skills used to propose, plan, secure resources, budget, manage risk, and lead teams to successful project completion.

**MAN 4441 Business Negotiation**  
A practical understanding of negotiation theories and concepts from a business perspective is offered. Students differentiate and practice distributive and integrative negotiation strategies via business related role plays and cases. As future managers, students: 1) practice negotiation where their responsibility exceeds their authority; 2) build coalitions among different stakeholders; and 3) analyze business conflict situations and select strategies to resolve differences.

**PLA 3429 Contracts and Business Entities**  
Overview of contract law, and law related to business entities such as corporations, partnerships, and sole proprietorships.
POS 3033 Analyzing Issues in Political Science
A survey of contemporary issues in American politics such as energy and the environment, education, health care, welfare programs, crime and the economy. Throughout the semester, we will grapple with competing theories and competing methodologies for describing, analyzing, and evaluating what governments do in the political world in which we currently live.

SOW 4232 Introductory Analysis of Social Service Policy
Examines social welfare policy as a central concern to social work. Addresses policy practice. Includes improvement of human services delivery systems through the application of problem solving, critical thinking and other necessary skills.

Community Leadership

Core courses

HIS 4072 Oral and Community History
Introduces students to the discipline of oral history and to demonstrate the techniques in which oral history is used to address the history, structure, function, and development of communities.

HSC 3034 Career Essentials in Healthcare
This course provides an overview of the field of health sciences and introduces students to essential skills required for career success in various healthcare professions. Content will also cover important issues facing today’s healthcare environment.

HSC 4633 Current Issues in Health Promotion
A study of contemporary health issues affecting schools and communities. Emphasis will be placed on environment, medical care, lifestyle factors, and communicable diseases.

MAN 4280 Business Leadership and Change Management
A course on Leadership and Change Management to prepare students to respond to the needs of a dynamic global business climate. Prepares students to take responsibility to work collaboratively with others in developing change management strategies in bringing about change and overcoming resistance.

PHM 3200 Social and Political Philosophy
Social and political theories and ideals that have influenced development of Western man; significance of these for contemporary society.

SPM 3115 Organizational Management and Leadership in Sport
Organizational behavior, management, and leadership issues specific to the sport business environment. Students will gain knowledge of management and leadership best practices in sport business and learn how a variety of management and leadership practices impact sport organizations.
SOW 3113 Human Behavior in Organizations and Communities
Introduces the future practitioner to the concept of change agent within organizations, institutions, and communities. Prepares the student with academic concepts on community organization as a prelude to the practice course.

Elective courses

ANT 4808 Applied Anthropology
Methods and techniques of applied anthropology, including ethical issues and approaches to planned culture change - social intervention, policy formation, small scale systems analysis. Practical activities in the local community will be included in the course.

COM 4120 Organizational Communication
Examines the dynamics of communicating within organizations and with stakeholders. Students analyze case studies of actual organizations and build skills related to teamwork, motivation, morale-building, leadership, decision-making, and more.

ECP 3301 Principles of Environmental Ethics
A first course in economics that provides students with the fundamentals of microeconomics and macroeconomics with a structured focus on environmental and natural resource issues. The principles of economics are developed using examples and cases that are directed at environmental policy issues and natural resource decision making.

HIS 4066 Local History
Introduction to theory, methodology, and application of local history. Required attendance on field trips to local historical archives, museums, and sites.

INP 3313 Organizational Behavior
Understanding human processes in formal organizations, utilizing individual and group exercises which simulate behavioral dynamics in organizations. Content areas include conflict resolution, communication, leadership, planning and control and other organizational processes.

INP 4224 Psychology of Workforce Diversity
Addresses the experience of work as it varies with the gender and ethnic background of workers in the United States. Topics include work-related stereotypes and attitudes; discrimination and harassment; career choice, occupational segregation, and employment patterns; group differences related to fair testing and employment practices; the relationship of workforce diversity to processes such as supervision, leadership, mentoring, and power; law and public policy related to diversity and work.

PHH 3100 Greek Philosophy
Development of ancient Greek philosophy; pre-Socratic, Plato, Aristotle and Hellenistic philosophy.

PLA 4263 Evidence
Rules of evidence, including relevancy, hearsay, competency of witnesses and burdens of proof.
The Federal Rules of Evidence are emphasized.

**SOW 3313 Work With Individuals or Families**

One of four practice courses designed to prepare the student for generalist social work. Emphasis is on the values, knowledge, and skills necessary for effective assessment and intervention on the micro level, and is reflected in several areas, including the worker/client relationship, assessment, strategies and implementation techniques, the social worker's use of self, the phases of the helping process, and evaluation. Using the systems approach, emphasis is placed on social, cultural familial, and environmental influences on the functioning of individuals and families. Permission is required.