

**2017-2018**

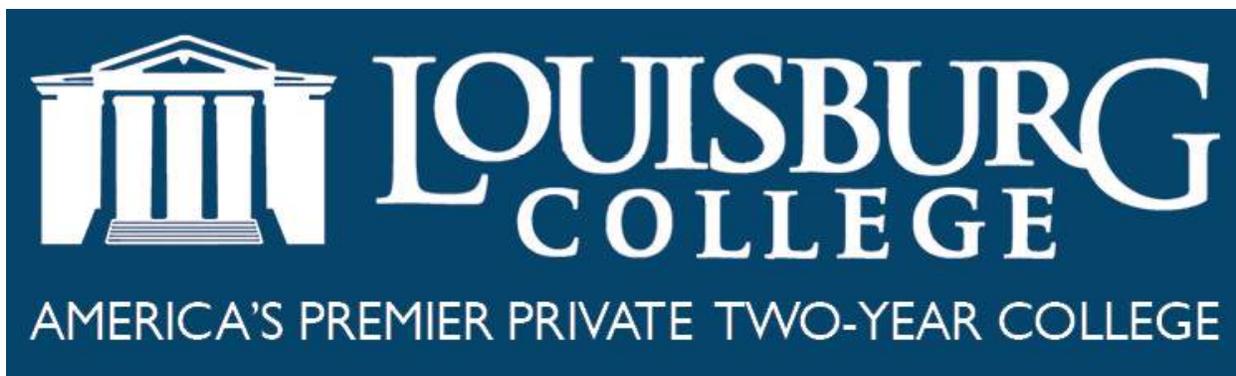
**Louisburg College Catalog**

*Edited on July 10, 2017*

*Interim Vice President for Academic Life*

*Louisburg College is an accredited, coeducational, residential, two-year college affiliated with the North Carolina Annual Conference of The United Methodist Church.*

*The provisions of this catalog are not to be regarded as an irrevocable contract between Louisburg College and the student. The College reserves the right to change any provision or requirement listed in the catalog at any time without prior notification.*



# College Catalog

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## **ACADEMIC CALENDAR 2017-2018**

### **2017 SUMMER SCHOOL**

June 20, 21	SOAR 1
June 26	Students arrive
June 27	Classes begin
June 27	Drop/add begins at 9:00 a.m. and ends at 5:00 p.m.
July 4	No classes; administrative offices closed
July 11, 12	SOAR 2
July 14	Last day student course withdrawals permitted (by 5:00 p.m.); students must be enrolled through this date to receive no financial aid reduction
July 19	Last day faculty/staff course withdrawals permitted (by 5:00 p.m.)
July 24	Last day of classes
July 25	Final exams
July 28	Final grades due by 10:00 a.m.

### **2017 FALL SEMESTER**

August 1, 2	SOAR 3
August 7	Fall athletic teams arrive
August 7	Faculty workshop
August 8	Faculty professional development activities
August 9	College Transfer Success workshop
August 10	Faculty retreat
August 14	Learning Partners students arrive
August 14, 15	SOAR 4
August 15	Learning Partners orientation
August 15	New students arrive
August 15	Induction ceremony (new students only)
August 16	Returning students arrive
August 16	Orientation (new students only)
August 17	Classes begin; drop/add begins at 8:30 a.m.
August 22	Convocation ceremony (11:00 a.m.; JPAC)
August 25	Drop/add ends at 5:00 p.m.
August 25	Changes in enrollment on or after this date may result in an adjustment to financial aid
September 4	Labor Day holiday – no classes; administrative offices closed
October 9	Midterm grades due by 8:00 a.m.
October 9-10	Fall Break – no classes
October 20	Pre-registration for spring begins; students must be enrolled through this date to receive no financial aid reduction

October 27	Last day to initiate withdrawal from course (by 5:00 p.m.)
November 1	Last day students can apply for Fall graduation
November 21	Thanksgiving holiday begins after last class; no classes after 5:00 p.m. (residence halls closed)
November 23, 24	Administrative offices closed
November 26	Residence halls open at 3:00 p.m.
November 27	Classes resume
December 1	Last day of classes
December 4	Reading Day
December 5	Exams begin
December 7	Exams end; residence halls close at 5:00 p.m.
December 11	Final grades due by 8:00 a.m.
December 14	Administrative offices closed

### **2018 SPRING SEMESTER**

January 1	New Year's Day observed; administrative offices closed
January 2	Administrative offices reopen
January 5	Faculty Professional Development Day
January 8	New students arrive; new student testing/registration
January 9	New student orientation; returning students arrive
January 10	First day of classes; drop/add begins at 8:30 a.m.
January 15	Martin Luther King Day – no classes; administrative offices closed
January 16	Convocation (11:00 a.m.; JPAC)
January 19	Drop/add ends at 5:00 p.m.
January 19	Changes in enrollment on or after this date may result in an adjustment to financial aid
February 1	Last day students can apply for spring/summer graduation
February 19	Midterm exams begin
February 24	Learning Partners open house
March 1	Midterm grades due by 8:00 a.m.
March 2	Spring break begins after last class; residence halls close at 5:00 p.m.
March 11	Residence halls open at 3:00 p.m.
March 12	Classes resume
March 16	Fall and summer pre-registration begins
March 23	Last day to initiate withdrawal from course (by 5:00 p.m.)
March 30	Good Friday – no classes; administrative offices closed
April 2	Phi Theta Kappa induction ceremony – Benson Chapel 6:00 p.m.
April 10	Awards Day (11:00 a.m.; JPAC); Faculty Day of Scholarship: co classes
May 2	Last day of classes
May 3	Reading Day
May 4	Exams begin

May 8	Exams end – residence halls close at 5:00 p.m.
May 9	Final grades due by 12:00 p.m. for potential graduates
May 11	Commencement
May 14	Advisor training 9:00 a.m. – 11:00 a.m.
May 14	College Assessment Day
May 15	Final grades due by 8:00 a.m. for non-graduates
May 16	Faculty Professional Development Day
May 28	Memorial Day – administrative offices closed

### **2018 SUMMER SCHOOL**

June 25	Students arrive
June 26	Classes begin
June 26	Drop/add begins at 8:30 a.m. and ends at 5:00 p.m.
July 4	No classes; administrative offices closed
July 13	Students must be enrolled through this date to receive no financial aid reduction
July 16	Last day permitted to initiate withdrawal from courses (by 5:00 p.m.)
July 23	Last day of classes
July 24	Final exams
July 27	Final grades due by 8:00 a.m.

## General Information

### Letter from the President

Dear Students,

It is my great pleasure to welcome you to Louisburg College. We are honored that you have chosen to become a part of our learning community.

As you begin your journey at Louisburg College you will take your place as a part of a long tradition of “Building Strong Foundations for Great Futures.” Together we will strive to fulfill the life-changing purpose of the College as related in its mission statement: *Related by faith to The United Methodist Church, Louisburg College is committed to offering a supportive community which nurtures young men and women intellectually, culturally, socially, physically, and spiritually. As a two-year residential institution, we provide a bridge for students to make a successful transition from high school to senior colleges and universities.*

The trustees, administration, faculty, and staff believe it is our role to assist you as you strive to fulfill your promise and discover your calling in life. The theologian Fredrick Buechner defined our calling as the place where our greatest passion meets the world’s greatest need. It is our hope and prayer that you will grow in mind and heart, in order that you may fulfill your purpose and potential as a leader for good in the world.

We promise to enthusiastically give you the support you need to discover your path in life and realize your full potential and promise. I personally look forward to growing with you. You can be assured that the prayers of our faculty and staff will undergird you.

Faithfully,

A handwritten signature in black ink that reads "Mark La Branche" with a long horizontal flourish extending to the right.

Mark La Branche  
President

## **An Introduction to Louisburg College**

Louisburg College is the oldest coeducational, two-year college related by faith to the North Carolina Conference of the United Methodist Church. As a two-year college it serves primarily three types of students: those who seek a solid academic foundation in order to transfer to four-year colleges; those who seek to bridge the gap between high school and larger institutions by attending a two-year college capable of giving them personal attention; and those who plan to enter the workforce directly after earning their Associate degree.

### **Location**

Louisburg College is located in Louisburg, the county seat of Franklin County, in the north central part of North Carolina. With a population of about 3,500, Louisburg combines the benefits of a small town with the advantages of a nearby metropolitan area. The town is approximately 30 miles northeast of Raleigh, the state capital, forty miles east of Durham, and about a hundred and fifty miles from the North Carolina coast. The Raleigh-Durham International Airport is only about 55 minutes from Louisburg. Located between Interstate 95 to the east and Interstate 85 to the west, the College is easily accessible to all major cities on the East Coast.

### **Accreditation**

Louisburg College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award Associate degrees (Level I). Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033 or call 404-679-4500 for questions about the accreditation of Louisburg College. The College is also a member of the North Carolina Independent Colleges and Universities.

Louisburg College is responsible for compliance with the Commission's substantive change procedures and policy. It is the responsibility of Louisburg College to follow SACSCOC substantive change procedures and inform SACSCOC of substantive changes as specified in those procedures (<http://sacscoc.org/pdf/081705/Substantive%20Change%20policy.pdf>).

### **Academic Sessions**

**Early Semester System.** The College operates under the early semester system, which allows students to complete their final exams for fall semester before Christmas, enjoy an extended Christmas vacation, and complete exams for the spring semester on or before May 15. All classes during the regular semester are scheduled Monday through Friday.

**Summer School.** The College offers one summer session in which students may take one or two academic courses, plus physical education, if desired. Students in the summer session have the opportunity to accelerate their college program or to strengthen particular academic areas in preparation for the regular session.

## **Louisburg College's Vision, Mission and Values**

### **Vision**

Louisburg College will be the model church-related college that prepares students for life and service.

### **Mission Statement**

Related by faith to The United Methodist Church, Louisburg College is committed to offering a supportive community which nurtures young men and women intellectually, culturally, socially, physically, and spiritually. As a two-year residential institution, we provide a bridge for students to make a successful transition from high school to senior colleges and universities.

## **Values**

- We approach our mission with integrity.
- We respect the dignity of each individual.
- We embrace diverse learning styles.
- We offer opportunities for all of our students to succeed.
- We provide a high quality, accessible education.
- We enable and challenge our students to reach their full potential.
- We value our Christian heritage and foster spiritual growth.

## **Heritage of Louisburg College**

Louisburg College had its beginning in the period that witnessed the emergence of America as an independent nation, the birth of the Methodist Church in America, and the establishment of Franklin County and the town of Louisburg. Having evolved from three earlier institutions - Franklin Male Academy, Louisburg Female Academy, and Louisburg Female College - Louisburg College is the oldest chartered two-year, church-related, co-educational college in the nation.

### **Franklin Male Academy**

The roots of Louisburg College trace back to the early years of the town of Louisburg, the county seat of Franklin County. Founded in 1779, during the American Revolution, the county was named in honor of Benjamin Franklin and the town in honor of King Louis XVI of France. When Louisburg was surveyed, a public commons was set aside on the highest point of ground. This town commons, which became famous for its oak grove, is today the campus of Louisburg College.

The first educational institution to appear on the east side of the commons was Franklin Academy. On December 4, 1786, Senator Henry Hill of Franklin County introduced "An Act to Erect and Establish an Academy in the County of Franklin." The bill was enacted into law on January 6, 1787, thereby providing Franklin Academy with its first charter.

Among the academy trustees named by the charter were some of the county's most prominent civic leaders and planters; one trustee, The Reverend John King, had been a participant in the first Annual Conference of the Methodist Church held at Louisburg in 1785. No records have been located regarding the first academy project; in 1802, a second charter was issued for Franklin Academy.

Franklin Male Academy opened on January 1, 1805, under the able direction of Yale graduate Matthew Dickinson, who was qualified to teach more than twenty subjects, including five languages. The varied curriculum available to students included such subjects as English grammar, geography, Latin, Greek, algebra, surveying, and astronomy. The first examinations were held on July 2, 1805, when students were examined before a large audience of trustees and parents.

Franklin Male Academy prospered in its early years and soon had an enrollment of ninety students, including some twenty young men who were dissatisfied with the policies of the University of North Carolina. Among the academy's more notable principals were John B. Bobbitt (1816-1820, 1832-1844), Charles Applewhite Hill (1828), and Matthew S. Davis (1856-1880). In 1905 the male academy property was conveyed to the trustees of the Louisburg public schools. The two-story frame academy building still stands and serves as a reminder of the beginning of educational opportunities in the town of Louisburg.

### **Louisburg Female Academy**

The second stage in the evolution of Louisburg College began on December 27, 1814, when the State Legislature ratified an act chartering the Louisburg Female Academy. The charter named twelve trustees, some of whom already served on the board of trustees for Franklin Male Academy.

By August 1815, Louisburg Female Academy was operating under the guidance of Harriet Partridge, "a lady from Massachusetts eminently qualified." Subjects taught at the new female academy included reading, writing, English grammar, arithmetic, geography, painting, drawing, embroidery, piano, and dancing. Harriet Partridge, who became Mrs. John Bobbitt, served as principal from 1815-1820 and 1832-1842.

From 1843-1856, Asher H. Ray and his wife Jane Curtis Ray were highly successful as principals of the female academy, which in the 1850s was called Louisburg Female Seminary. Among the courses offered by the seminary were history, botany, algebra, rhetoric, chemistry, geology, logic, French, Latin, Greek, guitar, and calisthenics. The respected reputation of the seminary contributed to a movement to establish a female college.

### **Louisburg Female College**

The third stage of the evolution of Louisburg College began in January 1855, when the state legislature authorized the transfer of property by the trustees of Louisburg Female Academy to the directors of Louisburg Female College Company. The female academy building was moved south of its original location and utilized as a college annex until destroyed by fire in 1927. A four-story, fifty-room brick Greek Revival building for the female college was constructed in 1857 on west campus where the female academy building had formerly stood. Old Main is still in use today as the administrative building of Louisburg College.

In August 1857, Louisburg College opened under the management of Professor James P. Nelson. There was a primary department as well as a college department. Some course offerings were French, Spanish, Italian, piano, guitar, drawing, painting, and needlework. The female college continued to operate during the Civil War under presidents C.C. Andrews (1860-1861) and James Southgate, Jr. (1862-1865). After the war, about 500 Union soldiers camped in the college and male academy groves during May and June of 1865.

During the administration of Dr. Turner Myrick Jones (1866-1868), former president of Greensboro Female College, enrollment grew to 133 students. The regular college course in 1867 included such courses as English grammar, mythology, geography, botany, physiology, trigonometry, Latin, French, and "Evidence of Christianity."

After the College opened and closed several times during the 1870s and 1880s, S.D. Bagley became president in 1889. Matthew S. Davis, who had previously served twenty-five years as principal of the male academy, became president of the female college in 1896 and held the office until his death in 1906. He was succeeded by his daughter, Mary Davis Allen (Mrs. Ivey Allen), who was president until 1917.

### **Louisburg College**

At the beginning of the twentieth century, a number of significant changes took place. The institution became known as Louisburg College, and the college became officially linked to the Methodist Church. Washington Duke, Durham philanthropist, had acquired ownership of the college property in the 1890s; after his death, his son Benjamin N. Duke presented the property (1907-1909) to the North Carolina Conference of the Methodist Church.

Other changes in the early twentieth century included the erection of the three-story Davis Building, named in memory of Matthew S. Davis, and the reorganization of the college into an institution with junior college rating (1914-1915). The Sea Gift and Neithean Literary Societies were very active during this time - contributing books to the college library, sponsoring special lectures, and publishing the college paper.

During the presidency of Arthur D. Mohn in the 1920s, Louisburg College experienced a period of building expansion. The West Wing of Main Building, the Pattie Julia Wright Dormitory, and the Franklin County Building were constructed. Unfortunately, a disastrous fire gutted Main Building and the new West Wing in 1928. Closely following the fire came the Great Depression, and the college was burdened with debt and a shrinking enrollment.

The Reverend Armour David Wilcox, former minister of the Louisburg Methodist Church, served as president of the college from 1931 to 1937. Louisburg College became co-educational in 1931 and student enrollment immediately increased. By the end of World War II, institutional debts had been paid. Walter Patten served as president from 1939-1947, and Samuel M. Holton from 1947-1955. In 1952, Louisburg College was accredited by the Southern Association of Colleges and Secondary Schools.

In 1956, a planning committee of the North Carolina Conference of the Methodist Church recommended the establishment of two co-educational senior colleges and the merger of Louisburg College into one of the institutions. The College alumni and the citizens of Franklin County joined to oppose the merger. A "Keep Louisburg at Home" campaign emphasized the depth of local support for the junior college. The Conference decided, in response to this endeavor, to retain Louisburg College as an accredited junior college.

A period of revitalization and growth occurred during the administration of President Cecil W. Robbins (1955-1974). Student enrollment, faculty size, budget, and physical plant were significantly increased and improved. In 1961, the college purchased the Mills High School property on the east side of Main Street (formerly the Franklin Male Academy property); the Mills Building was remodeled to serve as the college auditorium classroom building. During the Robbins administration, four dormitories, a library, a cafeteria and a student center were constructed.

From 1975 to 1992, Dr. J. Allen Norris, Jr. served as college president. The Board of Trustees initiated the Third Century Campaign in 1980. The \$4.2 million goal of the first phase of the campaign was surpassed, resulting in the construction of the E. Hoover Taft, Jr. Classroom Building. Through the generosity of the United Methodist Men of the Raleigh District, the Clifton L. Benson Chapel and Religious Life Center was opened in 1986. A new auditorium and theater complex was also constructed.

During the school year 1986-87, Louisburg College held a Bicentennial Celebration in recognition of its unique two-hundred-year heritage. The first college flag was designed and displayed during the celebration and the first published history of the college, *Louisburg College Echoes*, was issued in 1988. Dr. C. Edward Brown, Jr. served as interim president in 1992, and Dr. Ronald L. May was president of Louisburg College from January 1993 through May 1998. During Dr. May's tenure, Louisburg College initiated men's and women's soccer programs, and the College's accreditation was successfully reaffirmed. Dr. Brown again assumed the interim presidency in June 1998.

Dr. Rosemary Gillett-Karam served as president of Louisburg College from December 1998 until January 2002. Louisburg College initiated the Learning Partners program during Dr. Gillett-Karam's tenure.

Dr. Rodney S. Foth briefly served as acting president until Dr. Reginald W. Ponder was appointed interim president in February of 2002 by the Board of Trustees.

Dr. Ponder was elected president by the Board of Trustees in April of 2002 and served until June of 2007. During his tenure, student enrollment grew significantly, Merritt Hall and three additional residence halls were renovated through an agreement with Athena Housing Corporation, the College was awarded a \$1.8 million dollar federal Title III grant for technology, and Louisburg College received its largest single bequest, a \$4 million dollar estate gift from alumnus Jack Russell Morris.

Dr. Michael Clyburn served as president from July of 2007 until April of 2008. Dr. Rodney S. Foth served as interim president until January of 2009 when Dr. Mark La Branche began his tenure.

### **Campus and Buildings**

The campus of Louisburg College covers an area of about 75 acres and a 91-acre botanical garden. The main campus contains an oak grove, lawns, college buildings, parking lots, tennis courts, varsity athletics field, intramural field, and an additional park for biological and ecological interest.

**Franklin Male Academy Building** was constructed in 1804 and opened for classes on January 1, 1805. The oldest surviving building on the campus, it was moved from its central location on east campus to its present site in 1905. It was restored in 1989 and is used for meetings and conferences.

**Administrative Building (Old Main)**, a four-story brick building, was opened in 1857. In it are located various administrative offices and some academic offices. Main, with its Greek Revival facade, has symbolized the historic Louisburg College to generations of alumni. The west wing of the Administration Building was erected in 1924 and contains a trustee conference room and several administrative offices.

**Davis Memorial Building** was erected in 1913 as a memorial to Matthew S. Davis, president of the College from 1896 to 1906. Davis Building contains administrative offices with dormitory rooms on the third floor.

**Pattie Julia Wright Memorial Dormitory** was the gift of Richard H. Wright of Durham, North Carolina, in memory of his sister, Pattie Julia Wright, who was a member of the class of 1868. This dormitory, constructed in 1926, accommodates 104 students.

**Franklin County Building** was constructed in 1927 with funds donated by the people of Franklin County in appreciation of the more than 100 years of College service rendered to the community. It contains science facilities, faculty offices, and 44 dormitory rooms on the upper floors.

**Roger G. Taylor Athletic Center**, opened in 1951 as Holton Gymnasium, contains a basketball court, classrooms, a recreation area and other physical education facilities. It was named for Samuel M. Holton, president of Louisburg College from 1947-1955, then renamed in honor of Mr. Roger G. Taylor, a Trustee who funded the renovations of the facility in 2012.

**Benjamin N. Duke College Union Building** is a memorial to Benjamin N. Duke, who gave the Louisburg College properties to the North Carolina Conference in 1907. Erected in 1958, the building houses student dining facilities, a late night grill for students, and the Alumni Dining Room. It adjoins the B. Everett Jordan Student Center.

**Patten Hall** is a 96-bed men's dormitory, modern in style and furnishings. It was first occupied by students in the fall of 1962 and later named for Dr. Walter Patten, president of the College from 1939 to 1947.

**Merritt Hall** was completely renovated in 2005 and houses 124 students. It is named for the late Ruth W. Merritt, former professor of English. Miss Merritt was a valuable member of the teaching faculty from 1941 to 1971.

**Ray Hodges Fine Arts Complex**, originally used during the 1963-1964 session as the Fine Arts Center, houses the fine arts classes, including visual arts and music. Completion of Phase I of the 2014 renovations provided expanded visual arts, music, and studio space. Future phases will include practice spaces as well as digital media studios.

**Cecil W. Robbins Library**, combining traditional and contemporary architecture, was formally opened in 1965. In 1967 the library was named in honor of Dr. Cecil W. Robbins, president of Louisburg College from 1955 to 1974.

**Sarah Graham Kenan Hall**, a residence hall housing 148 students, was opened in 1968 and renovated in 2004. It is named in memory of Sarah Graham Kenan, whose foundation contributed generously to the College for faculty salaries, scholarships, and library resources.

**Person Place** property was acquired by the college in 1970. It was the home of the Male and Female Academy principals Mr. and Mrs. Asher Ray and probably the home of the first Male Academy principal, Matthew Dickinson.

**James Elgan Hillman– Jack R. Morris Hall**, completed in the fall of 1971, houses 122 students. This modern facility is named for Dr. Hillman, former chairman of the Board of Trustees, and Mr. Jack R. Morris, a significant benefactor of Louisburg College.

**B. Everett Jordan Student Center**, completed in 1974, contains a multi-purpose room, the College Bookstore, the student post office, a student lounge, offices for the Student Government Association, and Student Life. Named for the late U.S. Senator B. Everett Jordan, this structure adjoins the Benjamin N. Duke College Union and is the gathering place for hundreds of students daily.

**E. Hoover Taft, Jr. Classroom Building** opened in 1983. This three-story structure contains classrooms, three computer laboratories, and faculty offices. It is named for longtime chairman of the board of trustees, E. Hoover Taft, Jr.

**Clifton L. Benson Chapel and Religious Life Center**, completed in 1986, serves as a center for religious life. It is named for former board of trustees' member Clifton L. Benson.

**Frances Boyette Dickson Auditorium, Seby B. Jones Performing Arts Center, Lumpkin Community Gallery, and Norris Theatre Complex** opened in 1989 and contain an auditorium seating 1,200, a theatre seating 175, and art exhibition galleries. This magnificent complex provides a performing and visual arts showcase for both the College community and the surrounding region. In 1992, the theatre was named in honor of the late Dr. J. Allen Norris, Jr., president of Louisburg College from 1975 to 1992, and for his wife, Beth Norris. In recognition of the major commitments from the Jones Family Foundation and in memory of Mr. Seby B. Jones, Louisburg College dedicated the Performing Arts Center (JPAC) to Mr. Seby B. Jones.

## **Facilities and Special Support Services**

### **Facilities**

**Cecil W. Robbins Library**, combining traditional and contemporary architecture, opened in 1965. In 1967 the library was named in honor of Dr. Cecil W. Robbins, president of Louisburg College from 1955 to 1974. The Library offers resources to support the instructional programs of Louisburg College and provides access to and instruction on the use of electronic databases, books, magazines, newspapers, and DVDs to help complete course assignments. Wireless Internet access is available throughout the library.

The Library Commons, on the first floor, includes student computer workstations, an instructional computer lab, and the Academic Success Center. The second floor houses the library's print book collection and a quiet study area. In 2014, the building underwent the first phase of a three-phase renovation. The first phase included updating the building's exterior, adding a coffee shop and a new collaborative learning lab, refurbishing an existing classroom, and upgrading the electrical and technology infrastructure. Future phases will include more collaborative learning spaces, faculty development space, quiet study spaces, an additional classroom, new offices, and additional technology enhancements.

**Science Facilities** are located in Franklin Hall. The first floor houses classrooms and laboratories for chemistry and physics as well as faculty offices, an instrument and equipment room, and a chemical storeroom. The basement includes a larger lecture room and biology laboratory space.

Franklin basement contains a laboratory for general biology and two laboratories for advanced biology classes. The basement also houses a large lecture room.

### **Tutoring Services**

**The Writing Center** is provided by the English Department and offers tutoring services throughout the academic year. The director of the Writing Center is readily available to tutor and otherwise assist students with writing for English and all other courses. The writing center is located in the Taft Classroom Building room 214.

**The Reading Lab** is provided by the English Department to give students in ENG 097 more opportunities to practice reading skills and assess progress in reading. The Reading Lab is located in the Taft Classroom Building room 212.

**The Math Lab** is provided by the Mathematics Department to support students in all of their math courses. Math faculty members staff this lab throughout the week. The Math Lab is located in the Taft Classroom Building room 312.

**Science Sessions** are provided weekly by science faculty members to assist students in all science courses. Science Sessions are held on First Floor Franklin Hall.

**The Academic Success Center**, located on the first floor of the Cecil W. Robbins Library, is staffed by peer tutors who will assist students in all academic disciplines as well as skills such as time management, research, and studying.

## Gifts to Louisburg College

Charitable giving is not just a financial investment in Louisburg College. It is also a personal investment made by alumni and friends who believe strongly in the mission of the College and want to see future generations of students benefit from Louisburg's supportive academic environment. Whether a gift is designated for capital improvement, endowment, scholarships, special memorials, or the annual fund, and no matter the form a gift takes as an outright gift of cash or property (a planned gift such as a bequest or charitable remainder trust), the wishes of the donor will be carried out at Louisburg.

The goal of the Office of Institutional Advancement is to secure or assist in the attainment of philanthropic resources needed to ensure the continued growth and prosperity of Louisburg College. The office strives to preserve and enhance the life of the College by developing understanding and support from all constituencies including students, faculty, trustees, alumni, the United Methodist Church, grant-awarding foundations and corporations, and other friends of the institution. Its prime objectives are to keep Louisburg College in the forefront of private colleges in the Southeast, to recognize the accomplishments of outstanding alumni, and to inform all constituency groups about the progress of the institution.

Prospective donors may direct inquiries to the Office of the President or the Office of Institutional Advancement.

### Endowments

**Benjamin N. Duke Endowment.** Benjamin N. Duke, who donated Louisburg College to the North Carolina Conference of the United Methodist Church, gave a substantial gift, part of which has been used as endowment and part for permanent improvements.

**James A. Gray Trust Fund.** James A. Gray of Winston-Salem established a trust fund for several North Carolina institutions. Louisburg College was designated as a recipient of this fund, which has been added to the College endowment.

**Bessie Arrington Gupton Distinguished Service Fund.** This distinguished service fund was established in memory of Mrs. Bessie Arrington Gupton, Class of 1908, by her sons, Samuel Gupton and Willis Gupton, Class of 1942. The fund will provide a cash award to a member of Louisburg College's faculty, staff or student body who demonstrates outstanding and extraordinary service to the College.

**The Dalmatia and Joseph McDuffie Hockstim Endowment.** This endowment was established by the estate of Mrs. Effie McDuffie Howard. Mrs. Howard created the endowment to honor the memory of her sister, Dalmatia, and her nephew, Joseph who attended Louisburg College. According to Mrs. Howard's direction, the annual income from the endowment is unrestricted and may be used at the discretion of the college.

**Lumpkin Faculty Endowment.** Edith C. Lumpkin established an endowment fund to support faculty salaries.

**Willie Lee Lumpkin Endowment Fund.** The Willie Lee Lumpkin Endowment Fund established in 1976 in memory of Mr. Lumpkin, a former Trustee of the College, by Mrs. Willie Lee Lumpkin, a Trustee of the College, and members of the Lumpkin Family. The fund supports the educational program.

**Kathryn Melvin Sexton Endowment.** The late Kathryn Melvin Sexton, 1923 alumna and member of the Board of Trustees, established an endowment for the instructional program in science. The College, in consultation with members of Mrs. Sexton's family, named the endowment in her honor.

**Naomi Dickens Shaw Endowment for Faculty Teaching Excellence.** The Reverend and Mrs. Caswell Shaw established an endowment in memory of Mr. Shaw's mother, the late Naomi Dickens Shaw, Class of 1928. The fund provides an annual award to a member of the faculty who demonstrates teaching excellence.

**William "Wimpy" F. Shelton Faculty Development Fund.** This faculty professional development endowment fund was established in memory of William "Wimpy" F. Shelton, a 1935 graduate of Louisburg College. The fund

gives faculty members an opportunity to apply for special annual grants for additional study relating to their Louisburg College teaching responsibilities. Preference is given to faculty who teach business courses, given Shelton's identification with that academic program.

**Daisy Brantley Starnes Endowment Fund for the Educational Program in Music.** Because of his mother's interest in music, and as an expression of how much the Louisburg College music program meant to him as a student, S. Judge Starnes, Jr., established this endowment fund to honor the memory of his mother, Daisy Brantley Starnes. Proceeds from this endowment are used to support the music program.

**Virginia Owens Mitchell Watkins Endowment.** William L. Mitchell of Oxford established an endowment to strengthen the educational program at Louisburg College in memory of his mother, Virginia Owens Mitchell Watkins.

### **Endowed Scholarships**

In addition to financial aid available from federal, state, and private sources, merit awards and athletics grants, Louisburg College offers assistance through institutional scholarship programs. In order to be considered eligible for these awards, a student should complete the required financial aid applications as detailed in "Applying for Financial Aid." The Financial Services Office will answer questions regarding any specific scholarship or grant.

**The Abdalla J. Abdalla and Betsy McKenzie Abdalla Memorial Scholarship:** Established in 1982 by Mr. and Mrs. A.J. Abdalla, the scholarship is offered to students from Johnston County who demonstrate financial need, academic potential, ambition and a desire for a college education.

**The Ann Liverman Allen Scholarship:** This scholarship was established in 1998 through the bequest of W. Thomas Liverman (Class of 1935) in memory of his sister, Annie Hudgins Liverman Allen who was instrumental in Thomas pursuing his education at Louisburg College. This endowment is for art scholarships.

**The Elizabeth Allen Endowed Scholarship:** This scholarship was established in 2003 by Gerald Allen, Lucinda Allen DeMoss, and Mary Spector in memory of their aunt, Elizabeth Louise Allen, '18. Ms. Allen graduated from Louisburg College and Duke University. This scholarship is for students with an interest in teaching.

**The Alston-Macon-Murphy Scholarship:** Caroline Macon Murphy and W. Earle Murphy of Louisburg established this scholarship for the purpose of honoring their parents; Pattie Alston Macon, George Wilson Macon and Mr. and Mrs. W.E. Murphy. The recipient must declare an interest in the field of Christian service and must complete the second year at Louisburg College. If there are no students with intent to enter full-time Christian service, the scholarship may be awarded to a person with a demonstrated background of Christian service and leadership.

**The Alumni Appreciation Scholarship:** Originally established in 1985 through the generosity of Harold A. and Roberta B. Morris, the Alumni Appreciation Scholarship provides financial assistance to students who demonstrate need. Recipients are asked to make a verbal commitment to restore funds during their lifetime to the extent of their ability and in the amount similar to which they benefited.

**The Alumni Appreciation Stock Fund Scholarship:** Now supported through designated contributions from alumni, the scholarship was initiated in 1985 through the generosity of Harold A. and Roberta B. Morris. The Alumni Appreciation Stock Fund Scholarship is offered to one or more outstanding students entering their second year at Louisburg College. Qualifications are based on academic record, school involvement, personal character and aspirations. The scholarship is available to second year students returning to Louisburg College.

**The Dorothy Kennedy Anderson Scholarship:** Established in 1992 by Mrs. Dorothy Kennedy Anderson, an alumna of the class of 1939, to assist students who have financial need and demonstrate seriousness of purpose in their educational goals. Preference is given to North Carolina residents. Second year renewal is automatic if criteria continue to be met.

**The Douglas Lee Angleton Scholarship:** This scholarship was established in 1994 by Mr. and Mrs. Hugh D. Angleton, parents of Douglas Lee Angleton, Louisburg College class of 1977. The scholarship will be awarded to a deserving student.

**The John Robert Armstrong Memorial Scholarship:** Mr. Armstrong was an active member of the United Methodist Church in North Carolina and Florida. This scholarship was established by his estate for students participating in the Learning Partners Program of Louisburg College.

**The Manning Family Scholarship:** Established in 2014 in memory of three alumnae of Louisburg College: Mrs. Joan Simmons Manning '47; Mrs. Janie Ray Conrad '44; and Mrs. Peggy Joyce James '49. Distributions will be used to support one or more scholarships for students from Edgecombe County, North Carolina, with financial need.

**The Ronald R. Bagwell Endowed Scholarship:** This scholarship was established with a gift from Ronald R. Bagwell in 2004 and has no restrictions. The scholarship will be awarded to a deserving student.

**The Paul B. and Merrill V. Barringer Scholarship:** Established in 1990 by Trustee Emeriti, Paul B. Barringer, II and his wife Merrill, this endowed scholarship is to provide financial assistance to students who exhibit seriousness of purpose in their educational goals.

**The Howell W. and Elsie M. Bass Memorial Music Scholarship:** Established in 1990 by the bequest of Mr. and Mrs. Howell Bass of Spring Hope, North Carolina, this scholarship will assist students who are committed to the study of music. Mrs. Bass, a 1928 graduate of Louisburg College, was an active alumnae and concert patron.

**The Oakel and Frances Bass Scholarship:** Oakel and Frances Bass, having served for 24 years as principal and teacher-librarian in the Oak Grove Elementary School of Durham County, established in 1988 a scholarship fund for students showing seriousness of purpose in their educational goals. Priority consideration is given to students who are graduates of a high school in southern Durham County, preferably to students who attended Oak Grove Elementary School.

**The Marvin and Mary Jo Baugh Scholarship:** This scholarship was established by Marvin Baugh, class of 1953, and his wife Mary Jo, in memory of his sister Bertha Baugh Raney, and in appreciation for Louisburg College. Preference is given to students from Warren County. If there is no candidate from Warren County, the scholarship may be awarded on the basis of financial need and seriousness of purpose.

**The Annie Allen Beam Memorial Scholarship:** Mamie Beam Clayton, Class of 1936, a recognized leader in public education in Franklin County, established this scholarship to honor her mother, Annie Allen Beam, Class of 1909. Income from the endowment will be awarded to deserving students. Priority is given to descendants of the Beam, Allen, and Clayton families or other worthy Franklin County students.

**The Beckler Memorial Scholarship:** Roberta Beckler Morris established this scholarship in 1985 in memory of her parents, Robert Martin Beckler and Mildred Moore Beckler, the latter a professor of languages. A scholarship will be awarded to qualified students who demonstrate financial need and show seriousness of purpose in the field of languages.

**Mary Eleanor Bethea Scholarship:** Established as a bequest by Dr. Bethea this scholarship is awarded in preference as follows: first consideration is given to a student from Fifth Avenue United Methodist Church, Wilmington, North Carolina, second consideration is given to a student within the United Methodist Church, and special consideration is given to students who demonstrate financial need and who plan to enter full-time church work within the United Methodist church.

**The Blankenhorn Family Endowed Scholarship:** Originally established by Richard Blankenhorn '58 in memory of his wife, Maydean Eaton Blankenhorn. In 2004, the name was changed to the Blankenhorn Family Endowed Scholarship, in memory of both Mrs. Blankenhorn and Rev. Blankenhorn. Rev. Blankenhorn was minister at First UMC of Fuquay-Varina. No restrictions.

**The Boney Scholarship:** Mildred Boney Matthis established this scholarship in 1993 as a memorial to her parents, Eva Merrit Boney and James Horace Boney, her sister, Mildred Peterson, and in honor of her brothers James D. Boney and Jim O. Boney. The scholarship is awarded annually to a student in the business program or to a student planning to transfer to a four-year institution. Preference is given first to students from Sampson County and then to other North Carolina residents.

**The Lillian Cherry Boyette Memorial Scholarship:** Frances Boyette Dickson of Burlington established this scholarship in honor of her mother, Lillian Cherry Boyette of Ahoskie. Preference is given to students from Hertford County. If no candidate is available from Hertford County the scholarship will be awarded on the basis of financial need and seriousness of purpose.

**The Baynard, Jr. and Ann Bragg Wesley Chapel UMC Scholarship:** This scholarship was established by Mr. and Mrs. Bragg in 2004. Mr. and Mrs. Bragg will nominate students for this award. If they have no nominees, preference will be given to Franklin County students. If no Franklin County students qualify, the scholarship will be given to any student with seriousness of purpose and financial need.

**The Ronald S. Braswell Memorial Scholarship:** Peggy Martin Braswell and her son, Ronald Scott Braswell, Jr. established this scholarship in loving memory of Peggy's husband, Ronald Scott Braswell, Sr. Preference is given to students preparing for a career in Christian service, law enforcement, public service or participating in any of the athletic programs of Louisburg College.

**The James E. and Mary Z. Bryan Foundation Scholarship:** The Board of Directors of the James E. and Mary Z. Bryan Foundation, Inc. established the Bryan Scholarship Trust to honor the memory of James E. and Mary Zealy Bryan of Goldsboro. One or more scholarships are awarded each year to worthy students from North Carolina. Renewal for a second year shall be based upon demonstrated ability and continuing need.

**The Richard P. and Etta A. Butler Memorial Scholarship:** Established through a memorial bequest in 2012, this scholarship will be awarded to incoming freshman students based on need and/or merit. Preference will be given to applicants who are members of Trinity United Methodist Church of Defiance, Ohio, or Creedmoor United Methodist Church, Creedmoor, North Carolina, or who have resided at the Masonic Home for Children at Oxford, Oxford, North Carolina.

**The John Cameron Athletic Scholarship:** This scholarship was established in honor and memory of Louisburg College athletes and coaches by Dr. and Mrs. John L. Cameron. It is awarded to one or more outstanding students who participate in Louisburg College athletics.

**The Peter A. Carlton Memorial Scholarship:** This scholarship was established in 1970 in memory of Peter A. Carlton, whose love for young people and special regard for Louisburg College were well known. Established by his sons, Dr. Patrick W. Carlton, '57, and Richard A. Carlton and by his widow, Lucille B. Carlton, this scholarship is awarded to students in the Phi Theta Kappa Honor Society.

**The Mary E. Casanova Memorial Scholarship:** Mr. Arturo Casanova, established this scholarship in loving memory of his wife Mary E. Casanova. This scholarship will be given to a Learning Partners participant to purchase textbooks and supplies.

**The Chartwells Scholarship:** Established by Chartwells, the food service provider for Louisburg College, in 2002, the scholarship supports students who demonstrate financial need and seriousness of purpose.

**The Bettie Ann Wilkerson Cobb Memorial Scholarship:** The Reverend Gene Cobb, family and friends established this scholarship in memory of Gene's late wife, Bettie Ann Wilkerson Cobb. Preference will be given to students from NC United Methodist Churches who maintain a 2.3 GPA.

**Anne Fleming Coghill Scholarship:** This scholarship was established with a gift from Anne Coghill in memory of Roger Kerr Fleming and in honor of their son Jeffrey Kerr Fleming, class of 1984. Preference will be given to deserving students from either Vance or Franklin Counties who exhibit an interest in agriculture as a career. First preference will be afforded students from Vance County.

**The Ruth Cooke Scholarship:** This scholarship was established as a gift to support female students requiring financial assistance to attend Louisburg College. Preference is given to students planning a career in a medical or health-related field

**The Coor Family Scholarship:** Established by Zelda G. Coor, beloved alumna and College registrar. The Coor Family Scholarship honors members of the Coor family who have been actively involved in educational pursuits including teaching, counseling, and administration. Preference for awards will be given to descendants of the Coor family and members of Ebenezer United Methodist Church in Goldsboro, NC.

**The Marybelle McMillan Davis Memorial Scholarship:** Established in 1991 by the late Doris Marshall Davis in memory of her mother-in-law Marybelle McMillan Davis. Preference is given to students from Franklin County, NC.

**J. Enid Drake Endowed Scholarship for Men's Basketball:** This endowed scholarship was established by family and friends of Coach Drake in 2010. The scholarship is used to support a rising sophomore of the men's basketball team who is in good academic standing and planning to graduate at the end of the sophomore year.

**The Edenton Street UMC Men's Bible Class Endowed Scholarship:** The Men's Bible Class of Edenton Street UMC in Raleigh established this scholarship to provide financial assistance to needy and worthy United Methodist students. First priority is given to any student pursuing a commitment to ministry.

**The John and Mattie Edwards Scholarship for Christian Education:** Mattie and John L. Edwards, class of 1939, established this scholarship in 1998 to support a qualifying student preparing for a career in Christian education.

**The Elizabeth "Tiel" Faulkner Memorial Scholarship:** Established in 2000 by the estate of Mrs. Faulkner because of her strong feeling that today's young people should receive an education in ethics, Christianity and morality. It was her belief that Louisburg College adheres to and carries out this mission.

**The Fearing Family Scholarship:** This scholarship was established in 1982 by Fred A. Fearing, class of 1957, to honor his father Fred L. and his mother, Florence Alston Fearing of Elizabeth City, NC, both 1935 graduates of Louisburg College. The scholarship was renamed The Fearing Family Endowed Scholarship following the death of Mr. Fred A. Fearing in 2002.

**The A.J. Fletcher Music Scholarship:** In support for the music program at Louisburg College, the A.J. Fletcher Foundation established this scholarship in 1984. Proceeds from this endowment will be used for music scholarships.

**The Sarah E. Foster Music Scholarship:** The Board of Trustees established this music scholarship in honor of Sarah E. Foster, Professor Emeritus of Music, who taught with distinction at Louisburg College for 41 years before her retirement in 1986.

**The George Martin Fox, Jr. and Effie Brooks Fox Memorial Scholarship:** Rachel Fox Futrell, class of 1941, established this scholarship in 1995 in loving memory of her parents, George Martin Fox, Jr. and Effie Brooks Fox. The scholarship is awarded to a student demonstrating need for financial assistance.

**The Winfield Scott Gardner Scholarship:** Established in 1977, this scholarship fund provides assistance to students demonstrating financial need.

**The Idal and Victor Gillett Scholarship:** Dr. Rosemary Gillett-Karam, former president of Louisburg College, established this scholarship in honor of her parents, Idal and Victor Gillett. The scholarship is directed to support a deserving female, learning-disabled student.

**The C. Wade Goldston Memorial Scholarship:** Established in 1977 by William Goldston in memory of his brother, Reverend C. Wade Goldston. This scholarship is to support students pursuing their ministerial vocation and/or children of clergy families.

**The Pearl Harris Gomo Scholarship:** Mrs. Pearl Harris Gomo, an alumna of the class of 1938, established this scholarship to support first year students demonstrating financial need who plan to continue their studies at a four year institution for a liberal arts degree.

**The Annie Newman Gunn Memorial Scholarship:** John O. Gunn of Yanceyville, established this scholarship to honor his wife, Annie Newman Gunn, a 1919 graduate of Louisburg College. Preference is given to students from Caswell County.

**The Frances Manning Gwinn Scholarship:** Francis Manning Gwinn, class of 1941, established an endowment to be awarded to one or two students who demonstrate financial need and seriousness of purpose.

**The Dr. and Mrs. Parrott R. Hardee Scholarship:** Lucy Hardee Olsen of Durham established this scholarship in memory of her parents, Dr. and Mrs. Parrott R. Hardee of Stem, North Carolina. Dr. Hardee served as a dedicated country physician in Virginia and in the Stem area for more than 50 years. The scholarship is awarded annually to a premedical student. Character, citizenship, scholarship and financial need are determining factors.

**The Alan A. Harper Memorial Scholarship:** This scholarship was established in 1985 by Miriam Gates Harper in memory of her husband. Students must demonstrate financial need and show potential for academic success.

**The Mr. and Mrs. Lovette Biggs Harrison Memorial Scholarship:** Evelyn Harrison, class of 1928, established this scholarship in memory of her parents, Mr. and Mrs. Lovette Biggs Harrison. This scholarship provides assistance to students who demonstrate financial need with preference to students from Martin County.

**The Mollie Hofler Harrison Memorial Scholarship:** This scholarship was established in 1982 by the estate of Mollie Hofler Harrison, alumna and friend of Louisburg College, to assist students demonstrating seriousness of purpose and need of financial aid.

**The Harvey Endowment:** Established in 2001 by the Felix Harvey Foundation, this scholarship will be awarded to first year students with renewal for a second year if the student maintains satisfactory academic progress and demonstrates financial need.

**The Carol Bessent Hayman Scholarship:** Dr. Louis D. Hayman, Jr., established this scholarship to honor his wife, Carol Bessent Hayman, who was an alumna of Louisburg College. This scholarship will be given to assist students who demonstrate seriousness of purpose and need for financial aid.

**The Carol Lynn Hicks Memorial Scholarship:** Carl T. Hicks, of Walstonburg established this scholarship fund in memory of his daughter, Carol Lynn Hicks. The income from this fund is to aid young men and women who have been determined worthy and who are in need of financial assistance. Recipients are urged to put back into the fund an amount equal to the amount received, without interest, at any time following their formal education.

**The John H. Hodges Scholarship:** Established in 1991 in honor of alumnus and trustee John H. Hodges by the staff of Hodges Insurance Agency, Inc., to assist students who demonstrate financial need and seriousness of purpose in their educational goals. Preference is given to students from Franklin County.

**The Carolyn Patterson Hunter Memorial Scholarship:** Established in 2001 by the estate of Katherine B. Lewis in honor of her great-grandmother who was an 1840 graduate of Louisburg College. First priority is for students from Warren County, NC.

**The R. Edward and Louise K. Hunter Scholarship:** Established in 1981 to honor Richard Edward Hunter, Sr. and Louise King Hunter, this scholarship is offered for students who demonstrate financial need.

**The Hurricane Scholars Scholarship:** This scholarship was made possible by an anonymous gift to the College in 2007 and supports students demonstrating financial need and seriousness of purpose.

**The Reba Liles Irion Scholarship:** Thomas H. and Paula R. Irion established this scholarship in 1997 in loving memory of Thomas' mother Reba Liles Irion, member of the class of 1928. The scholarship is available to any deserving student who possesses academic potential.

**The Hale L. and Gertrude A. Jennings Scholarship:** Ann Jennings Goodwin, faithful supporter and member of the Louisburg College Board of Trustees, established this scholarship in 1995 in memory of her uncle and aunt, Hale L. and Gertrude A. Jennings. Preference will be given to a member of First United Methodist Church of Wilson, North Carolina or a resident of Wilson County.

**The Johnson Family Scholarship:** This scholarship was established in 1982 by Adelaide '27, Elizabeth '28 and Sadie '30 Johnson, in memory of their parents, A.F. Johnson, Sr., and Sadie Thomas Johnson. Recipients must demonstrate financial need and academic potential. Preference will be given to direct descendants of A.F. Johnson, Sr., editor of The Franklin Times from 1911 to 1952 and a loyal supporter of Louisburg College.

**The William "Bill" Travis Jones Memorial Scholarship:** Established in 1997 by Hugh and Alice Jones in memory of their son William "Bill" Travis Jones, a student at Louisburg College from 1956-1957. The scholarship is held by the United Methodist Foundation and directed for students from Hertford and/or Camden Counties.

**The Ben E. Jordan, Jr., Scholarship:** Alice McLean, aunt of Ben E. Jordan, Jr. established this scholarship honoring her nephew, dedicated civic leader, member and former Chairman of the Louisburg College Board of Trustees. Proceeds are awarded to deserving students who plan to enter full-time Christian service.

**The Robert A. Leggett, Jr. Memorial Scholarship:** Established in 1984 by the late Robert A. Leggett, Jr., former President of Leggett Stores. Awards are made to students who demonstrate academic potential and financial need. Preference will be given to residents of North Carolina, but others are invited to apply.

**The John C. Lemay '54 Memorial Scholarship:** Established in 2011 this scholarship is awarded to a rising sophomore from either Vance or Granville County who has maintained a 3.0 grade point average. Preference is given to a student planning to pursue a career in veterinary medicine. If no such student is identified, the scholarship is awarded to a student planning to pursue a career in a health profession.

**The Sarah Eleanor Limer Memorial Scholarship:** The Warren County Memorial Scholarship was established by Miss Sarah Eleanor Limer in 1970, in memory of those from Warren County who lost their lives in military service. After Miss Limer's death in 1989, the scholarship was renamed in her memory. The scholarship is awarded annually to assist a qualified, deserving and needy student from Warren County. If a candidate from Warren County is not available, the scholarship may be awarded to any qualifying student.

**The Manley Glenwood Mann, Sr., Scholarship:** This scholarship was established in 1987 by the estate of Norma S. Mann to honor the memory of her husband, Manly Glenwood Mann, Sr.

**The Blanche Hooper and Earl R. Meekins Scholarship:** In honor and memory of Blanche Hooper Meekins, Class of 1921, and in memory of Earl R. Meekins, a United Methodist minister, Mary Meekins Beauchamp established this scholarship for students who demonstrate financial need and show seriousness of purpose. Renewal for the second year shall be automatic, provided the recipient has maintained satisfactory academic progress and continues to demonstrate financial need.

**The Mercer Endowed Scholarship:** This endowed scholarship was established in honor of the Reverend Dr. Charles H. Mercer '38 and his wife, Florrie Smythe Mercer, to honor their ministry in the North Carolina Conference of the United Methodist Church. The scholarship provides financial assistance to qualified students enrolled in the Associate of Arts or Associate of Science program who plan to continue their education at a four-year college or university. Recipients must demonstrate academic purpose, leadership, integrity, strength of character, and seriousness of purpose in their educational goals.

**The Merritt Honor Scholarship:** This scholarship was established in 1981 by the late Miss Ruth Merritt, Professor Emeritus of English at Louisburg College. It is awarded to students of Christian character and participation, limited financial means, and high academic attainment.

**The Ruth Merritt Scholarship:** Ethel Merritt Hedrick established this scholarship in honor of her sister, the late Ruth Merritt, Professor Emeritus of English at Louisburg College. It is awarded to students of Christian character and participation, limited financial means and high academic attainment.

**The Herbert and Elsie Miller Scholarship:** Because of their love for young people, and with a sincere desire to serve some worthy cause and to have their service continued beyond their span of years, the Reverend and Mrs. J. Herbert Miller established the Herbert and Elsie Miller Scholarship in 1970. The income from this scholarship fund is to be used to assist any worthy student from North Carolina. Preference is given to students from New Hanover and Perquimans counties.

**The Vivian Proctor Mitchell Scholarship:** Reverend Charles Maness Mitchell established this scholarship in 1994 to honor his wife, Vivian Proctor Mitchell. This scholarship is available to any student demonstrating financial need.

**The William D. Moon and Jane Moon Linsky Scholarship:** Jane Moon Linsky, Class of 1943, established this scholarship as a surprise to her brother William D. Moon, Class of 1945, to provide financial assistance to deserving students. Their father, the late Isaac Dean Moon, taught at Louisburg College for 30 years.

**The Isaac Dean Moon Music Scholarship:** Named in honor of Professor I.D. Moon, who taught at Louisburg College for 30 years, this scholarship is offered to talented men and women who are interested in singing or accompanying. It is not necessary that the student be music major to receive funding. Singers in the Louisburg College Chorale receive first priority.

**The Jack Russell Morris Scholarship:** Established in 1993 in honor of Jack Russell Morris, this scholarship is awarded annually to students who demonstrate seriousness of purpose for their educational goals and a need for financial assistance. Preference is given to North Carolina residents.

**The Bill and Hazel Bryant Mullen Memorial Scholarship:** Established in 1997 by the estate of Willie B. Mullen, friend of the college, to assist 2nd year students who did not qualify for merit scholarships.

**The John Jesse Myrick and Emma Brown Harris Myrick Memorial:** Emma Myrick Rose of Henderson established this scholarship in memory of her parents. The scholarship supports deserving young people from Vance and Warren Counties. Any of the income from this fund not used by students from these two counties may be used to aid other worthy students.

**The News and Observer Scholarship:** This scholarship was established by the Josephus Daniels Charitable Foundation. Recipients are academically above-average, well-rounded students who demonstrate financial need and reside in the general circulation area of the News and Observer.

**The Pliny F. and Vivian Newton Memorial Scholarship:** Established in 1995 by the estate of Pliny F. Newton, this scholarship is awarded to students inclined to enter a Christian education related field or for those who demonstrate financial need.

**The J. Allen Norris, Sr. Scholarship:** This scholarship was established in memory of J. Allen Norris, Sr. and Mary Johnson Norris, father and mother of former Louisburg College President J. Allen Norris, Jr., by relatives and friends. Mr. and Mrs. Norris, recognized and respected laypersons in the United Methodist Church, had a deep love and devotion for Louisburg College.

**The Gary Ward Paul Memorial Scholarship:** Established in 1974 by Duffy L. Paul, '50, and Kathryn Ward Paul, class of 1951, in memory of their son Gary Ward Paul of Raleigh. This scholarship is awarded annually to a student demonstrating need for financial assistance. Preference is given to students from Millbrook High School in Wake County.

**The Reginald W. Ponder, Sr. Scholarship:** This scholarship was established by St. Luke United Methodist Church in Sanford to honor the Reverend Dr. Reginald W. Ponder, who served as their pastor for many years. The Reverend

Dr. Ponder served as President of Louisburg College from 2002-2007. This scholarship is awarded annually to students demonstrating seriousness of purpose and the need for financial assistance.

**The R.A. Endowment:** Established in 1982, The R.A. Endowed Scholarship Fund is awarded annually to students demonstrating financial need.

**The Eloise Sorrell Robbins Music Scholarship:** Eloise Sorrell Robbins established this scholarship for talented and worthy students to pay the tuition costs of piano, organ or voice instruction. The income from this scholarship may be used also in any phase of the music program for Louisburg College as the administration and music faculty may determine.

**The Will and Sarah Condon Rodgers Memorial Scholarship:** Established in 1989 by the estate of Sarah Condon Rodgers, this scholarship provides up to two-thirds of the cost of tuition, fees, room and board. Candidates must meet established academic criteria, be nominated by the Admissions Committee, and show financial need. Preference is given to students from Wilson and Green Counties.

**The Noah W. Sadler, III Memorial Scholarship:** This scholarship was established in 1982 as the 25th anniversary project of the class of 1957. It is a memorial to Noah Sadler, who served as president of that class. The scholarship is to be awarded to North Carolina students demonstrating academic potential and financial need.

**The Bessie A. Sanders Memorial Scholarship:** Bessie A. Sanders of Raleigh established a fund in 1987 from the bequest of her sister, Norma S. Mann, for the purpose of providing scholarships to worthy students.

**The James H. Semans Scholarship:** This scholarship was established by Mary Duke Biddle T. Semans to honor her husband, Dr. James H. Semans, Professor of Urology, Duke University, and former Trustee of Louisburg College.

**The Jean C. Sewall Scholarship:** In support of education for students with learning disabilities, Ms. Sewall established this scholarship to be awarded to students enrolled in the Learning Partners program of Louisburg College.

**The David Whitman Shearin Business Scholarship:** In 1996, the Louisburg College Board of Trustees established this scholarship to honor D. Whitman Shearin. The scholarship is directed to support a second-year business student as selected by the business faculty.

**The Ruth L. Simmons Memorial Scholarship:** The estate of Ruth L. Simmons established this scholarship to be awarded to an academically deserving student who demonstrates financial need.

**The Sanford District Scholarship:** This scholarship was established by the Sanford District of the North Carolina Conference of The United Methodist Church under the leadership of former District Superintendent and Trustee, the Reverend J. Thomas Smith.

**The Grady and Mary Ruth Snyder Scholarship:** Edwin B. Stewart '50 and his wife established this scholarship in 1995 to honor his roommate, Professor Emeritus Grady Snyder and Grady's wife, Mary Ruth (Tootsie). The scholarship is directed to students with a minimum 2.0 GPA who are financially deserving and demonstrate academic potential.

**The Mary Elizabeth Sorrell Memorial Scholarship:** Elizabeth S. Thompson established this scholarship through the bequest of her estate to honor her late mother Mary Elizabeth Sorrell, class of 1896.

**The Elizabeth Christine Stallings and Norwood Branch Thomas Memorial Scholarship:** Rosa Long Thomas of Henderson, an alumna and long-time friend of the College, established this scholarship in memory of her parents. The scholarship will be awarded to a worthy student, preferably from Vance or Franklin County.

**The Reverend M.O. Stephenson Memorial Scholarship:** Upon his retirement as Associate Pastor at Edenton Street United Methodist Church, Rev. Stephenson was honored by church members who established a scholarship in his name. Preference is given to members of Edenton Street UMC or other United Methodist churches.

**The Roger G. Taylor Scholarship:** Roger G. Taylor, Class of 1968, established this scholarship to provide financial assistance for student athletes. Recipients are selected by the men's basketball coach and the Director of Financial Aid on the basis of academic record, character, extracurricular activities, motivation, and financial need. Priority is given to rising sophomore members of the men's basketball team or other athletic teams.

**The Rosa B. Taylor Memorial Scholarship:** This scholarship was established by the bequest of Rosa B. Taylor to provide financial assistance to worthy students interested in United Methodist ministry or other religious work.

**The W. Blair Tucker Memorial Scholarship:** Mrs. Blair Tucker established this scholarship in 1981 in memory of her late husband, a prominent agribusiness leader in Franklin County for many years. The scholarship is awarded to students who demonstrate good scholastic achievement, character, seriousness of purpose and financial need.

**The Rose Vickery Scholarship:** Mr. B. K. Vickery established this scholarship in 1998 in appreciation for Rose's selfless contribution to teaching students with learning disabilities. The scholarship is directed to a student enrolled in the Learning Partners program demonstrating financial need and a desire for a college education.

**The Mattie Brewer Walston Scholarship:** Mr. and Mrs. Oliver E. Brewer established this scholarship in 1986 in honor of their aunt, Mattie Brewer Walston, a graduate of Louisburg College. Preference is given to students from Townsville, members of Tabernacle United Methodist Church in Townsville, or students from Vance County. In the event that there is no student who satisfies these preferences, the award will be granted on the basis of financial need and seriousness of purpose.

**The Lillian Beasley Watson Memorial Scholarship:** Established in 1985 by T. Max Watson in memory of his wife Lillian Beasley Watson, class of 1918.

**The Anne Jones Christian Leadership Scholarship:** Established by Ann Jones Weathersbee. A scholarship will be awarded to any descendant of Ms. Weathersbee's who attends Louisburg College. When no descendent is in attendance, the scholarship will go to a student who demonstrates Christian leadership and Christian values. A letter from the student's pastor is a requirement for the awarding of this scholarship.

**The Miss George Wilcox Memorial Scholarship:** Established in 1984 by Anne Wilcox to honor her sister, George Wilcox. This scholarship gives preference to students from Craven and Caldwell counties.

**The Lucy Wilson Memorial Scholarship:** Wishing to honor his sister, Lucy Wilson, Class of 1930, Mr. Sam Wilson and his wife established this scholarship to assist students demonstrating financial need and seriousness of purpose.

**The Floyd J. Wingfield Scholarship:** The scholarship is awarded by the men's basketball coach and the Director of Financial Aid on the basis of academic record, character, extracurricular activities, motivation and financial need. Priority is given to rising second-year members of the men's basketball team or other athletic team.

**The Jones Harrison Winston, Sr. Scholarship:** This scholarship was established in 1994 by Violet I. Winston to honor her husband. The scholarship is awarded to a financially deserving student from Franklin County, North Carolina.

**The Jerry B. and Betty Wood Scholarship:** This scholarship is an endowed scholarship established by Jerry B. Wood III. Priority is given to a student from Chatham County North Carolina. However, if no student enrolls from Chatham County, preference is given to a student from eastern North Carolina.

**The York Athletic Endowment:** Originally established in 1982 with memorial gifts following John York's passing. John B. York served Louisburg College in different capacities from 1951 until 1978, including as Professor of

Education, Dean of Students, Academic Dean, Vice President, and Men's Basketball Coach. Scholarship preference is to support a female basketball player demonstrating financial need.

## Admission to the College

Louisburg College welcomes students with the academic preparation and motivation to successfully complete a college degree program. Both first-year and transfer applicants will be required to take placement tests and will be placed in courses according to test results.

Students who do not fully meet admissions requirements but show potential for success at the College may be offered conditional admission. Conditionally admitted students may be required to register for specified courses and/or successfully complete coursework during the summer prior to their enrollment at the College.

Prospective students may contact the Office of Admissions by telephone (800) 775-0208 or (919) 496-2521. The Admissions Office may also be reached by e-mail at [admissions@louisburg.edu](mailto:admissions@louisburg.edu) or by fax at (919) 496-1788.

### Admissions Requirements

#### Freshman Applicants

United States residents who have not previously attended college are required to submit a completed application for admission, an application fee of \$25.00, official transcripts from all high schools attended, and SAT or ACT scores. High school graduates who are in good standing are considered academically eligible for admission provided they have a cumulative grade point average of 2.00 or higher on a 4.00 scale (C average or better), and a composite score of 800 or higher on the SAT examination (17 or higher on the ACT). Applicants who do not meet these requirements will be considered for admission on a conditional basis by the Admissions Committee.

Although not required, we strongly recommend that students preparing for admission to Louisburg complete the following high school courses:

<u>Course</u>	<u>Instructional Emphasis</u>
English (4)	In <b>English</b> , four course units emphasizing grammar, composition, and literature;
Mathematics (3)	In <b>mathematics</b> , three course units including <b>Algebra I, Algebra II, and geometry</b> , or a higher level mathematics course for which Algebra II is a prerequisite;
Science (3)	In <b>science</b> , three course units including: - at least one unit in a life or biological science (for example, biology) - at least one unit in a physical science (for example, physical science, chemistry, physics), and - at least one laboratory course;
Social Studies (3)	In <b>social studies</b> , two course units including one unit in <b>U.S. History</b> ; and
Foreign Language (2)	In foreign language, two courses in one language.

#### Transfer Applicants

An applicant who wishes to transfer from another post-secondary institution must meet the College's general admissions requirements, provide official transcripts from all high schools and all postsecondary institutions previously attended, and should be eligible to return to the post-secondary institution from which transfer is sought. Transfer applicants must also provide a dean's evaluation form completed by the last institution attended.

Up to 30 semester hours of transfer or examination credit can be granted toward a Louisburg College degree. Credits will be accepted only for classes in which a grade of "C" or higher was received from regionally accredited institutions. Transfer credit for CLEP, advanced placement, and/or DANTES will be evaluated according to the College's established policies if such credit appears on official transcripts as credit previously earned. The final decision on the acceptability of such credit is reserved by the College.

Transfer applicants shall be admitted in good standing provided all requirements have been met and they have attained a minimum Grade Point Average (GPA) required of Louisburg College students. Applicants with less than the minimum GPA will be considered for conditional admission.

For additional information concerning the transfer of academic credit, students may obtain a copy of “Standards and Procedures for Transfer of Academic Credit” from the Registrar's Office.

**Non-accredited institutions:** Credits from established four- or two-year national or international institutions not accredited by regional or national accrediting agencies will be evaluated on a case-by-case basis.

### **Re-admission of Former Students**

Students who discontinued attendance at Louisburg College for one semester or more, not including the summer term, must apply for readmission. If they have attended another institution during the interim, they must have official transcripts mailed directly to the Admissions Office.

Former students in good academic and social standing may be admitted upon submission of the appropriate forms and review by the Admissions Committee. Students not in good academic and/or social standing must petition the Admissions Committee for readmission. The petition must be sent to the Office of Admissions and must show good cause why such readmission should be permitted. Students suspended for academic reasons may petition for readmission after remaining out of school for at least one semester. The summer term does not count towards meeting this suspension requirement.

The record of students who have been readmitted in full-time status or have completed 12 semester hours as a part-time student at Louisburg College after an absence of four or more consecutive semesters will be evaluated as follows: only grades of D or better earned in previous enrollments will be combined with all grades earned after readmission to compute graduation eligibility.

### **Post-Graduate Enrollment**

Students desiring to continue enrollment after completion of graduation requirements must apply for readmission and be accepted by the Admissions Committee.

### **Additional Admissions Requirements**

Applicants are encouraged to apply early. Applicants for fall semester should apply by August 1; applicants for spring semester should apply by December 1; and applicants for the summer term should apply by May 15.

An applicant's file is not complete until all aforementioned documents have been submitted and

- For freshman applicants, a final high school transcript showing graduation date.
- For transfer applicants, official transcripts from each post-secondary institution attended.
- For readmission candidates, official transcripts from all post-secondary institutions attended since leaving Louisburg.
- For GED applicants, official copies of the GED scores.

The College reserves the right to admit or deny admission to any applicant based upon the College's established policies and standards.

### **Enrollment Deposit**

First-time students who have been approved for admission to Louisburg College are required to send in an advanced deposit of \$150.00 for commuting students and \$200.00 for residential students to complete the admissions procedure. The tuition deposit is nonrefundable after May 1. Prompt submission of the deposit is to the student's advantage since freshman housing and class registration priorities are established by using the date of receipt of the deposit. Space in the freshman class is reserved by payment of this deposit. This enrollment deposit should be submitted to the college as soon as the student has been accepted and has decided to attend Louisburg College.

Space reservations and other priority considerations are good only until the due date of the Business Office's statement of semester fees. If financial settlement has not been made with the Business Office by the due date shown on the statement, the College reserves the right to grant another student the space in the class.

### **Medical Records**

Each prospective student must return a questionnaire concerning his or her health history prior to enrollment. Records of medical examinations will be consulted when questions arise concerning the amount of curricular and extracurricular work and physical activity the student can undertake. North Carolina General Statute 130A-155.1 states that no person shall attend a college or university, excluding students attending night classes only, or students matriculating in off-campus courses, or students taking a course load of four credit hours or less and residing off campus, unless a certificate of immunization against diphtheria, tetanus, whooping cough, poliomyelitis, red measles (rubeola) and rubella is presented to the college or university on or before the first day of matriculation. The Louisburg College student health questionnaire provides students with a convenient method of certifying their immunization history. Failure to file the required certification of immunization will result in the student being withdrawn from classes. Students will receive no credit or grades for their courses. There will be no refunds.

### **Special Admissions Programs**

Louisburg College, in cooperation with local high schools, offers joint enrollment and early admission for students who have completed the junior year of high school. These programs are designed to encourage students who have demonstrated outstanding academic potential to enter the College and begin college-level work prior to completing requirements for high school graduation.

The College grants full credit for college-level courses completed under these programs, but high school officials may or may not accept the credits to meet high school graduation requirements. Students should consult their principal and/or counselor to determine the courses which satisfy those requirements.

Students who consider applying for either of these programs should take the SAT or ACT during their junior year in high school. Students planning to enroll during the summer term immediately following completion of the junior year should submit a transcript showing work completed through the first semester of the junior year. A supplementary transcript showing their balance of high school coursework should be submitted at the end of the term.

Applications will be considered on an individual basis, and a personal interview may be required. Applicants may obtain application materials and additional information from their high school counselor or from the Office of Admissions. Specific requirements for admission are discussed below.

### **Joint (Dual) Enrollment**

This program is designed for students who have completed their junior year of high school and who, in the opinion of their high school principal or counselor, have the aptitude and maturity to be concurrently enrolled in high school and college.

Applicants to this program must meet the following minimum requirements:

1. Follow the same procedures as freshman applicants. "Joint Enrollment" should be written across the top of the application form.
2. Be recommended by their high school principal or counselor. The principal or counselor recommending the student should submit appropriate course recommendations to the Office of Admissions and a copy of the student's high school transcript.
3. Have a 3.00 average on academic work completed through the junior year and achieve a combined verbal and quantitative score of 950 on the SAT or composite score of 19 on the ACT with a verbal score of not less than 480 and eligibility for college-level mathematics courses.
4. Secure written parental/guardian consent to participate in the program.

5. Be on track to complete the college preparatory curriculum as outlined earlier in the admissions requirements.

### **Early Admissions**

This program is designed for qualified students who, based upon the combined judgments of high school and Louisburg College officials, have demonstrated a level of academic maturity which would enable them to pursue a full-time course of study at Louisburg College following the completion of their junior year of high school.

Applicants to this program must meet the following minimum requirements:

1. Follow the same procedures as freshman applicants. "Early Admission Program" should be written across the top of the application form.
2. Be recommended by their high school principal or counselor. If the applicants' high school will allow credit earned in this program to be accepted toward fulfillment of graduation requirements, the students should consult with their principal and/or counselor to determine the courses in which they should enroll to satisfy those requirements. The principal or counselor recommending the student should submit a copy of the course recommendations and the students' high school transcript to the Office of Admissions.
3. Have a 3.00 average on academic coursework completed through the junior year and a combined verbal and quantitative score of 850 on the SAT or a composite score of 19 on the ACT with a verbal score of not less than 400.
4. Secure written parental/guardian consent to participate in the program.
5. Be on track to complete the college preparatory curriculum as outlined earlier in the admissions requirements.

### **Honors Program**

Louisburg College offers a limited number of high-achieving students the opportunity to participate in its Honors Program. The purpose of the program is to encourage, communicate, and reward academic excellence and leadership. The program offers enhanced learning opportunities to students who demonstrate a high level of interest, initiative, and ability. Louisburg College Honors students are expected to be actively engaged in their educational journey.

Applicants to this program must meet the admissions requirements as described below in the Honors Program admissions process:

1. Secure admittance to Louisburg College.
2. Students with a minimum 3.3 GPA will be mailed an Honors Program application with their Louisburg College acceptance letter.
3. Complete the application for Louisburg College Honors Program.
4. Submit two recommendations.
5. Students will be selected by the Honors Program Committee and the program director for interviews (on-campus or phone).
6. Following interviews, the Honors Program Committee and Honors Program Director will select students to participate in the program.
7. Students will be notified by August 1 of their acceptance to the program.

### **International Students**

Louisburg College welcomes qualified students from around the world. International students may obtain and submit applications online or by postal mail. In addition to the completed application, international students are required to provide official transcripts from all secondary schools, colleges, and universities attended. International students are also required to submit a statement of support and bank statements from the individual who will be responsible for the student's bill. If transcripts are in a language other than English, certified English translations must be attached.

Evaluation of admission for international students is on an individual basis. International students must also submit proof of English proficiency as demonstrated by a score of at least 500 on the Test of English as a Foreign Language

(TOEFL), a score of at least 5.5 on the International English Language Testing System (IELTS), a composite score of 800 or higher on the SAT examination (17 or higher on the ACT), successful completion of an intensive English language program, and/or graduation from a secondary school in which English is the primary language of instruction.

The College sends letters of admission and I-20 forms by first class mail.

International students are required to submit payment for a full semester of study prior to arriving at Louisburg College. This payment may be made by cash, MasterCard, Visa or through a wire transfer of funds. For wire transfers, please contact First Citizens Bank.

### **Learning Partners**

Learning Partners is a fee-based academic coaching and strategy-based learning support program for college students with learning disabilities and attention deficit/hyperactivity disorder. Students meet with learning specialists for focused academic interventions designed to promote self-reliance and life-long learning skills.

### **Admission Requirements\***

1. Secure admittance to Louisburg College.
2. Complete the application for Louisburg College Learning Partners (provided on our website).
3. Submit current documentation (within the past 3 years) of a learning disability and/or attention deficit /hyperactivity disorder diagnosis that reveals an *average to superior intelligence quotient*.
4. Submit two teacher evaluation forms (provided on our website) that address academic strengths and areas of concern as well as commitment to learning.
5. Furnish a copy of the most recent IEP/504 Plan (if applicable).
6. Submit a copy of the high school transcript.
7. Complete a personal statement.

Students who meet basic program criteria, as demonstrated by their completed documentation, will be invited to an on-campus interview to discuss program goals and expectations as well as other issues that may need to be addressed. Students will be notified by way of letter on the admission decision.

\*Note: Students are encouraged to begin their application process to the Learning Partners Program at the same time as their application to Louisburg College.

### **Nondiscrimination Policy**

Louisburg College is committed to the equal opportunity of education and employment and does not discriminate against students, employees, or applicants on the basis of race, color, sex, gender, sexual orientation or sexual preference, age, national origin, citizenship status, ancestry, religion, weight, physical or mental disability, marital status, veteran status, or political affiliation. Moreover, the College does not discriminate in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities, as specified by applicable Federal laws and regulations.

Louisburg College supports the protection available to members of its community under all applicable Federal laws, including Section 504 of the Rehabilitation Act of 1973, the Americans with Disability Act of 1990, Title IX of the Educational Amendments of 1972, and Title VI and Title VII of the Civil Rights Act of 1964. Any student, employee, or applicant who has a complaint or grievance should contact the chief academic officer, 501 North Main Street, Louisburg College, Louisburg, North Carolina 27549 (919) 496-2521, ext. 3201.

### **Sexual Harassment**

Sexual harassment is a form of misconduct that fundamentally compromises the integrity of human relationships, affects morale and performance, and threatens an individual's sense of security and well-being. Louisburg College is committed to creating and maintaining a harassment-free environment, and it has stringent policies and procedures relative to sexual harassment. These policies and procedures may be found in the College's *Employee Handbook*, *Faculty Handbook*, and *Student Handbook*.

## **Students with Disabilities**

Louisburg College does not discriminate against qualified students with disabilities. It is the student's responsibility to request accommodations and provide current medical or diagnostic documentation with a clear statement of the disability and recommended accommodations from a qualified professional. Students may be required to be reevaluated if the documentation is older than three years or if the requested accommodation is not recommended in the documentation.

To qualify, please contact Accessibility Services at 501 N. Main Street, Louisburg College, Louisburg, North Carolina 27549 or (919) 497-3236. Students desiring extra, fee-based disability services should see the Learning Partners Program described previously in this catalog.

## **Expenses and Financial Aid**

### **Cost of Attendance**

Louisburg College is a nonprofit institution. Its goal is to give ambitious and purposeful students the opportunity to obtain two years of college education. Through the years, thousands of friends have donated the resources of the College in land, buildings, equipment, operational expenses, and endowment. The faculty/staff have given devoted service to the institution in pursuit of the goal. College personnel understand the challenges facing higher education today. One of those challenges is the increase in costs associated with post-secondary education. For this reason, the College strives to keep expenses low for those who wish to attend Louisburg. The College reserves the right to revise the charges whenever conditions demand such revision.

Louisburg offers a variety of financial aid programs to assist students who are not able to afford the full cost of education at the College. Students who feel that they may need assistance are encouraged to apply for financial aid. It is the hope of the College that no qualified student will be unable to attend due to financial limitations. Read through the following sections for full details on the aid programs offered.

Regular charges for tuition, fees, room, and board for the current academic year can be obtained from the Financial Services Office. The cost of textbooks, workbooks and passcodes are included in the regular charges. In addition to these costs, students will incur expenses for supplies, transportation, and personal items. The Financial Services Office at Louisburg College estimates these added costs annually and uses its estimates in determining eligibility for need-based assistance.

The following is a breakdown of charges for the 2017-2018 academic year:

- **Tuition:** \$15,388.00
- **Semester fees:** \$2,619.00
- **Room:** \$6,341.00
- **Board:** \$4,368.00 (includes NC Sales Tax required by the State of North Carolina & Tax Law)
- **TOTAL:** \$28,716.00

### **Payment Plans and Financial Arrangements**

#### **One Payment Per Semester**

Each academic year, every student and his or her parent or guardian is required to sign a Statement of Financial Responsibility, agreeing to the obligation of paying all charges that are incurred by the student during the academic year.

Payments are due in full (unless opting for a monthly payment plan) before the beginning of the semester and no later than on the dates indicated below:

- **Fall semester:** August 14<sup>th</sup>
- **Spring semester:** January 2<sup>nd</sup>

## Monthly Payments

### Payment Plans:

Louisburg College offers a monthly payment plan to meet your needs. This plan gives you the option to pay your bill in installments each semester. There are no fees associated with this payment. However, a valid credit/debit card number and a clear copy of cardholder's driver's license must be kept on file and processed in accordance with the college's policies and a signed payment contract. **After two unsuccessful processing attempts, payment plans will be cancelled and accounts will be due in full unless acceptable payment arrangements have been made.** CFNC offers a monthly payment plan to meet your needs. This plan gives you the option to pay your bill in installments rather than in full at the beginning of each semester. **There is a one-time, non-refundable enrollment fee of \$50.00/per academic year or \$30/per semester (this fee is subject to change by CFI) to set up the payment plan. To set up a payment plan, you can contact CFNC at 1 (866) 866-2362, option 2, or by visiting [www.CFNC.org.cfipayplan](http://www.CFNC.org.cfipayplan). A Louisburg College Tuition & Fees Payment Contract must still be completed in addition to this agreement for information purposes only. ALL DELINQUENT accounts are assessed a late fee which will be due in addition to your monthly payment. Accounts 90 days past due will be cancelled and balances will be due in full unless acceptable payment arrangements have been made.**

The following worksheet should assist you in determining a payment plan:

- A. \$ \_\_\_\_\_ Charges for the Academic Year (Multiply the fall semester charges by 2)
- B. \$ \_\_\_\_\_ Financial Aid for the Academic Year (Multiply the fall financial aid by 2)
- C. \$ \_\_\_\_\_ Total Due (Subtract the amount on Line B from the amount on Line A)
- D. \$ \_\_\_\_\_ Monthly Payments (Divide the amount on Line C by the number of payments from your selected plan i.e. by semester or for entire year)

## Delinquent Payment Notice

The use of a payment plan does not diminish the obligation of the student to pay all net charges for the current semester of enrollment. It is the policy of Louisburg College that all transcripts and diplomas will not be released until the balance due on the student account has been paid. Louisburg College reserves the right to assess penalty and interest charges on payments made after the due date. Failure to meet financial obligations to the College by the date payment is required may result in the assessment of penalty and interest charges to the student. Continued delinquency may result in the account being placed with a collection firm. In such an event, students may be liable for interest charges up to eighteen percent (18%) and late charges, and attorneys' fees for litigation.

## Refund Policy

An official withdrawal form is obtained from the Registrar's Office unless it is for disciplinary reasons when Student Life would fill out the form.

For students officially withdrawing from the College, the refunding of tuition, semester fees, and room charges will be on a pro-rata basis before the 60% point in the semester. Once classes of the new term have begun, the refund calculation for withdrawals is based on tuition charges, room charges, and semester fees (this does not include any additional charges that the student might incur for bookstore charges). There is no refund of tuition, fees and board after the 60% point in the term, and there is no refund of board charges after the beginning of classes of the semester. In the event an applicant has prepaid a semester's expenses at Louisburg College and is subsequently found to be academically ineligible to attend, such applicant will be entitled to a full refund.

<u>Last Date of Class Attendance</u>	<u>% Tuition/Board Refunded</u>
Prior to 1st day of term	100%
During 1 through 60% of term	pro-rata%
After 60% point of term	0%

For students who receive federal aid and withdraw before the 60% point in the semester, financial aid funds will be returned to the federal aid programs based on a ratio of the number of calendar days attended in the semester to the total number of calendar days in the semester or summer school term. The documented last date of attendance will

be used to determine any amount refundable to federal, state, and institutional financial programs. Funds will be returned in the following order: Unsubsidized Federal Direct Loan, Subsidized Federal Direct Loan, Federal Perkins Loan, Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG) and any other Title IV funds. For North Carolina students, program refunds will be made according to state regulations. All scholarships received from outside sources will be retained by the College unless otherwise restricted. Any institutional aid will also be refunded back to the college on a pro-rata basis. If a student attends classes past the 60% point in a given semester, no federal, state, private, or institutional program refunds will be made. Please contact the Financial Services Office for a full, detailed description of the financial aid refund policy, including all aid funds/programs.

### **Financial Aid: General Eligibility Requirements**

Louisburg College believes that all students should have the opportunity to attend the college of their choice, regardless of financial circumstances. A student and his/her family have the primary obligation for financing the student's education; however, financial aid is available to all students who need help in paying college costs. This section gives general information regarding aid programs at the college. Any request for additional information should be directed to the Financial Services Office.

Eligibility for most financial aid programs is determined by information provided by the student in a **Free Application for Federal Student Aid (FAFSA)**. Students may complete the FAFSA electronically at [www.fafsa.gov](http://www.fafsa.gov). The Title IV code for Louisburg College is **002943**. The FAFSA calculates how much the family is expected to contribute toward the cost of college. The difference between what the family can contribute and the cost of attendance is the student's financial need. Based on the information provided from the FAFSA, Louisburg College awards funds to help meet the financial needs of its students.

In addition to completing the FAFSA, other requirements may be necessary in order to receive aid from other sources. These requirements generally include, but are not limited to, enrollment in good standing in a program of study leading to a degree or teaching certificate, enrollment in a minimum number of hours each semester, and maintenance of satisfactory academic progress. Students receiving federal, state and/or institutional financial aid must be enrolled in 12 or more Louisburg College credit hours to be considered full-time for financial aid purposes.

### **Satisfactory Academic Progress**

Institutions participating in the Title IV Federal Student Aid programs are required by the U.S. Department of Education to establish institutional policies that define satisfactory academic progress. All students who receive federal or institutional financial assistance at Louisburg College are expected to maintain satisfactory progress toward completion of their programs of study in a reasonable period of time.

The following policy has been approved by the Louisburg College Financial Services Office. Students are considered to be making satisfactory academic progress if they:

1. Are admitted and enrolled as degree-seeking;
2. Meet the college standards for continued enrollment as specified in the academic section of this catalog;
3. Complete requirements for a degree within a reasonable length of time based on the total number of semesters of full-time enrollment(see chart below);
4. Earn no fewer than the specified hours of undergraduate semester hours per academic year (includes fall, spring and summer terms). Classification as full-time, three-quarter-time or half-time is determined at the end of the 100% refund period each semester, which is the last day of registration. Therefore, withdrawing from courses at any time after the last day of registration and not earning the required number of hours fails to meet satisfactory academic progress requirements.

The chart below represents the minimum requirements (cumulative hours earned and grade point average) that students must meet in order to maintain satisfactory academic progress for receiving financial assistance.

Semester	1	2	3	4	5
Cumulative Hours Earned	9	21	33	45	57
Grade Point Average	1.75	1.85	1.95	2.00	2.00

If a student's ability to meet these standards was affected by extenuating circumstances, he or she may appeal this determination. This is done in writing and submitted to the Financial Services Director for review. The committee's decision is final and cannot be further challenged. Students not meeting these standards at the end of the spring term may attend summer school at their own expense to make up deficit hours and/or improve their grade point average.

## **Grants and Scholarships**

### **Federal Grants**

**Federal Pell Grant (Pell):** Pell is usually awarded to undergraduate students. The maximum amount can change each award year and depends on program funding. The amount you will receive will depend on your need as determined by the results of your FAFSA. The Federal Pell Grant does not have to be repaid.

**Federal Supplemental Educational Opportunity Grant (FSEOG):** FSEOG requirements: (1) A person is eligible for the FSEOG if he or she is a U.S. citizen. (2) The full-time student must have a filled out FAFSA form—the Free Application for Federal Student Aid. And finally, (3) if the person is in significant financial need of funding for college. Limited funding is available for this award.

### **State Grants for North Carolina Residents**

**North Carolina Need Based Scholarship (NBS):** NBS is available for North Carolina residents who choose to attend a private college/university in North Carolina. The value per grant will vary according to information that is generated from the FAFSA.

### **Louisburg College Grants & Scholarships**

**Athletic Scholarship:** Louisburg College offers several athletic scholarships. Please contact the coach for more information.

**Nash and Wake County Scholarships, \$2,000.00:** We welcome our local incoming freshman students from contiguous counties to apply for this special scholarship. All students who reside in a county listed above with financial need will receive this special county scholarship.

**Franklin County Tuition Grant:** All Franklin County, North Carolina, residents with financial need, who enroll at Louisburg College as full-time students, receive this grant.

**Future Hispanic Leaders Scholarship, \$2,000.00:** The Future Hispanic Leaders scholarship is offered to Hispanic students.

**Honors Program Scholarship, \$500.00 - \$1,000.00:** The honors program is a merit award for those students who are selected to participate in the Louisburg College honors program.

**Legacy Scholarship, \$1,000.00:** The Legacy scholarship is for those students who have a parent or grandparent that is a Louisburg College Alumnus.

**Louisburg Incentive Grant:** Students who are registered for and maintain a minimum load of twelve (12) semester hours and have financial need as determined by the FAFSA are eligible for this grant in aid. Students are eligible for renewal in their second year.

**Robbins Methodist Student Grant:** This grant is available to Methodist students who have at least a 2.0 GPA. A recommendation from the student's home church pastor is required. \$1,000.00 per year.

**Sibling Award:** Grants of \$1000.00 per year are awarded to siblings who are simultaneously enrolled as full-time

students in a given semester.

**STEM Scholarship:** A scholarship to those students who will be pursuing an Associate in Science in General Science, have 2 lab sciences (biology, chemistry, physics) and 4 maths (Algebra 1, Geometry, Algebra 2 and Advanced Functions and Modeling or Pre-Calculus).

**Strong Foundations Scholarship:** Students must show need which is determined by the Financial Services Office and FAFSA and have a 2.5 and a minimum 850 on the SAT or ACT equivalent.

**\*Scholarships are awarded to fulltime students of Louisburg College and limited funding is available.**

### **Academic (Merit) Scholarships**

Academic scholarships are awarded annually to incoming freshmen based upon academic promise, leadership, and character. There are several classifications of academic awards offered by Louisburg College. See the list below for scholarships and requirements:

**Great Futures Scholarship:** Scholarships of \$3,500.00 are awarded annually to students based on GPA and SAT scores. Students may receive this award if they do not receive an academic scholarship of greater value. The Great Futures Scholarship is renewable for the second year provided the recipient maintains an overall grade point average of at least 2.5.

**Faculty Awards:** Scholarships of \$4,200.00 are awarded annually to students based on GPA and SAT scores. Faculty scholarships are renewable for the second year provided the recipient maintains an overall grade point average of at least 2.75.

**Trustee Awards:** Scholarships of \$6,000.00 are awarded annually to incoming students based on GPA and SAT scores. Trustee scholarships are renewable for the second year provided the recipient maintains an overall grade point average of at least 3.0.

**Presidential Awards:** Scholarships of \$7,300.00 are awarded annually to incoming students based on GPA and SAT scores. Presidential scholarships are renewable for the second year provided the recipient maintains an overall grade point average of at least 3.5.

Note: Should a recipient of the academic scholarships be eligible for other forms of Louisburg College financial aid (e.g., employee tuition waiver), the program offering the higher amount of aid will be the one received by the student. Merit scholarships for Franklin County Grant recipients will be reduced proportionally, depending on amount of scholarship award.

### **Outside-Funded Scholarships and Resources**

Be creative in your search for grants and scholarships. Use the Internet, the library, and Louisburg College's financial aid office. Find out if a parent's employer or labor union offers scholarships. Check into aid offered by businesses, churches or organizations such as Rotary or Kiwanis in your hometown. Below are some helpful websites to help you with your scholarship search.

[www.aie.org/scholarships](http://www.aie.org/scholarships)

[www.cfnc.org](http://www.cfnc.org)

[www.fastweb.com/college-scholarships](http://www.fastweb.com/college-scholarships)

[www.bigfuture.collegeboard.org](http://www.bigfuture.collegeboard.org)

<https://www.scholarships.com>

### **Loan Programs**

**Federal Direct Loan:** The Federal Direct Loan is made up of two types of loans – subsidized and unsubsidized. A subsidized loan is awarded on the basis of financial need. If a student is eligible for a subsidized loan, the government will pay (subsidize) the interest on the loan while the student is in school, for the six months after the

student transfers or graduates from an institution which is referred to as a grace period, and if the student qualifies to have payments deferred. The federal government does not pay the interest on unsubsidized loans. Eligibility is determined by enrollment status and the results of FAFSA, and cannot exceed annual or aggregate loan limits.

**Parent Federal Direct Loan:** This loan allows parents to borrow up to the cost of attendance less other aid received each year without regard to income. A credit check is required of all parent borrowers. Repayment of principal and interest begins 60 days after the last disbursement.

**Alternative Loans:** In addition to the loans listed above, there are other loans available to students and their families. Need is not a factor in determining eligibility for these non-need-based private loans; however there are credit check requirements, credit/income analysis, and co-borrower (cosigner) requirements usually associated with these loans. Please contact the Financial Services Office for further information.

### **Federal Work Study Program**

**Federal Work Study Program (FWS):** The Federal Work Study Program provides part-time jobs for students with financial need, allowing them to earn money to help pay education expenses. Work guidelines are provided to students with an assignment letter generated by the Financial Services Office. Students must complete an application online on the college website, and they must have financial need and maintain a 2.0 GPA to be considered for work study. Students are paid monthly through direct deposit.

### **Veterans**

Louisburg College is approved to provide education benefits under most chapters including Ch. 33, 34, 35, 36. Many veterans are eligible for financial support to attend college. Before communicating with Louisburg College about benefits under this program, the prospective recipient should complete all requirements at the regional Veterans Administration Office. Generally, children of deceased veterans and veterans with total and permanent disabilities are eligible for financial benefits to attend college when the parent's death or disability resulted from service in the Armed Forces. The Financial Services Office assists with these requests.

For further information, write the Veterans Administration Regional Office, 251 North Main Street, Winston-Salem, N.C. 27102. Information may also be obtained from the North Carolina Department of Veterans' Affairs, P.O. Drawer 27611, Raleigh, N.C. Students receiving benefits from the Veterans Administration are allowed two semesters to remove probationary status, after which benefits are terminated. Veterans who are terminated for unsatisfactory progress must go through college readmission counseling before they can be recertified for education benefits. Academic and conduct requirements and regulations apply equally to all students, veterans and non-veterans alike. Records of progress are kept by this institution on all students, veterans and non-veterans alike. Mid-term and final grades are furnished to all students upon request in the Registrar's Office as long as the student does not owe a balance.

Veterans may be eligible to receive academic credit for military service or training. Louisburg College uses the American Council on Education guidelines to determine credit to be awarded for military schooling. For more information, contact the Financial Services Office and/or School Certifying Official.

### **Financial Aid Program Refund Policy**

Students who receive federal aid and withdraw before the 60% point in the semester may have financial aid funds returned to the federal aid programs. If a student attends through the 60% point in a given semester, no federal, state, or institutional program refunds will be made. The amounts returned are based on a ratio of the number of calendar days attended in the semester to the total number of calendar days in the semester or summer school term. The documented last date of attendance will be used to determine any amount refundable to federal, state, and institutional financial programs. Funds will be returned in the following order: Unsubsidized Federal Direct Loan, Subsidized Federal Direct Loan, Federal Perkins Loan, Parent Federal Direct Loan, Federal Pell Grant and any other Title IV funds. For North Carolina students, program refunds will be made according to state regulations, which can be found at [www.ncsea.edu](http://www.ncsea.edu). All scholarships received from outside sources will be retained by the college unless

otherwise restricted. Institutional aid will also be refunded back to the college on a pro-rata basis. Please contact the Financial Services Office for a detailed description of the financial aid refund policy.

## Student Life

### Introduction

Louisburg College strives for the total growth and development of each individual. Much of that growth occurs outside the classroom in social, religious, and physical activities. The Student Life Office staff is committed to putting students first. The activities and programs are planned with the goal of providing opportunities for student success. Students are encouraged to become involved as contributing members of the college community.

Students are expected to support the policies and regulations as stated in the catalog and the student handbook, and, by enrolling, each student agrees to follow these policies.

The student life staff provides leadership in planning a balanced program for resident and commuter students. These extra-curricular activities include a variety of campus organizations, religious life, cultural events, intramurals, and athletics.

### Student Organizations

Student organizations provide leadership development and social growth that complement academic life. Most organizations are open to any member of the student body, while some have GPA or other requirements for membership. Student organizations are governed by a constitution and supervised by a faculty or staff advisor. Students who have interests beyond our current campus organizations should contact a member of the Student Engagement staff about creating a new student organization.

**Christian Life Council:** A non-sectarian group, the Christian Life Council coordinates campus religious activities and certain service projects in which students are involved. Open to all students, this group meets frequently for fellowship and study. It sponsors Bible study groups and discussions of timely topics as well as other religious services. Among its long-standing service projects are visits of the American Red Cross Bloodmobile and disaster relief efforts.

**Chorale and Ensemble:** The main requirements for membership in the Chorale and Ensemble are vocal talent and the desire to sing. The Chorale meets twice a week and gives a Christmas Concert, a Spring concert, supports worship services, and occasionally sings at area churches and College functions such as convocation and commencement. This group studies classics, folk songs, spirituals, and music from the Broadway stage.

**Commuters Organization:** This club provides a support network for commuting students. It serves as a social networking opportunity as well as a forum to address needs germane to commuters. One member of the Commuters Organization also serves as a voting member of the Student Government Association Student Council, and all commuters are eligible to hold office in either the Executive or Student Council.

**Hurricane Productions (HP):** HP plans and facilitates various campus events and intramural programs. Students are encouraged to participate in the HP to offer input and suggestions regarding campus activities. Through HP, students have an opportunity to be involved at all levels of campus events, including planning, advertisement, facilitation, and evaluation. This group is advised by a member of the Student Life Office staff.

**LC Tae Kwon Do Martial Arts Club:** The Louisburg College Tae Kwon Do Martial Arts Club (LCTMC) serves to provide social, competitive, and athletic opportunities to its members along with opportunities to participate in leadership roles for school districts in local communities.

**MADE Men:** Made Men's purpose is to inspire our male students to do their very best, be their best in character, provide a positive outlet to discuss issues pertaining to men, positively impact the Louisburg College culture and

community, and to positively impact the town of Louisburg, NC. Membership is open to all males enrolled or employed at Louisburg College.

**Multicultural Student Alliance:** The Multicultural Student Alliance is an organization dedicated to promoting diversity on our campus. It is open to all students regardless of race, sex, national origin, color, or creed. MSA meets regularly to address multicultural issues and/or concerns and to plan fun and active educational and social programs for the campus.

**Phi Beta Lambda (PBL):** Phi Beta Lambda is the largest and oldest student organization in the world. Its mission is to bring business and education together in a positive working relationship through innovative leadership and career development. Multiple activities are designed for developing leadership, communication, and team skills. Ample opportunities are available for networking with other members and business professionals. Meetings are bi-monthly with weekly meetings as members prepare for the annual state competition. Winners at the state competition qualify to compete at the national level.

**Phi Theta Kappa:** Phi Theta Kappa (PTK) Honor Society is the oldest, largest and most prestigious honor society serving two-year colleges. The Gamma Upsilon Chapter of Phi Theta Kappa was chartered and organized at Louisburg College in December 1938. Membership is presently open to freshman with a minimum grade point average of 3.50 who have earned at least 12 hours that can be applied to an associate's degree and to sophomores with a minimum grade point average of 3.50. Continued membership is contingent upon students maintaining a 3.25 grade point average. Good moral character and recognized qualities of citizenship are also emphasized for membership. Membership is by invitation only based on the stated requirements.

**Residence Life Council:** The RLC is a student organization that represents the students who live on campus. This body is made up of elected members from each residence hall and student volunteers. The Residence Life Council (RLC) is an opportunity to get involved in campus life, meet people, learn how to organize events, tackle issues and gain invaluable leadership experience.

**Running Club:** The Louisburg College Running Club is designed for runners of all skill levels. The Running Club meets twice per week to run short and long distances. The Running Club trains for 5Ks and half marathons. The Running Club promotes physical fitness through healthy eating, running regularly, and making healthy choices.

**Student North Carolina Association of Educators:** The Student North Carolina Association of Educators (SNCAE) is an organization for college students who want to enter the education profession. The purpose of the SNCAE is to broaden student knowledge of education by offering workshops, participating in internships, and practicing advocacy through legislative and policy activity. The organization is an affiliate of NCAE (state organization) and the NEA (national organization). The organization is open to all students who attend Louisburg College, have an interest in education as a profession, and who have a minimum GPA of 2.0. Student members who would like to be an officer in the organization must have a minimum GPA of 2.5.

**Sigma Kappa Delta:** Sigma Kappa Delta is the English Honor Society for two-year colleges. It was founded in 1996 at Cottey College. Sigma Kappa Delta headquarters is currently located at Calhoun Community College. Louisburg College's Rho Epsilon chapter was chartered in 2013. The society strives to

- Confer distinction for high achievement in English language and literature in undergraduate studies;
- Provide, through its local chapters, cultural stimulation on college campuses and promote interest in literature and the English language in surrounding communities;
- Foster all aspects of the discipline of English, including literature, language, and writing;
- Promote exemplary character and good fellowship among its members;
- Exhibit high standards of academic excellence;
- Serve society by fostering literacy.

To qualify for membership, students must have:

- completed a minimum of one college English language (composition) or literature course at 100 level or above with a "B" average or better;
- completed at least 12 semester hours or the equivalent quarter-hours of college credit;

- a minimum 3.0 GPA on a 4.0 scale.

**International Club:** This club provides a support network for international students and is open to all students regardless of national origin. Its purpose is to provide a social group as well as address issues germane to international students.

**Sigma Alpha Pi (SAP):** SAP is the National Society for Leadership and Success. The Society helps students discover and achieve their goals. The Society offers life-changing lectures from the nation's leading presenters (open to all students) and a community where like-minded, success-oriented individuals come together and help one another succeed. The Society also serves as a powerful force of good in the greater community by encouraging and organizing action to better the world. Membership is open to all students who complete the required leadership training program and pay the lifetime due.

**Student Ambassadors:** Student Ambassadors are students who have shown leadership potential both in and out of the classroom. It is a prestigious organization whose members are specifically chosen based on character and academic excellence. The ambassadors, who act as tour guides and event coordinators, each play an important part in representing Louisburg College and impacting its future. Additionally, Student Ambassadors sometimes make presentations to schools, organizations, and other groups. They also assist the Admissions Office staff in their recruiting efforts by performing various office tasks. This organization does volunteer work but has a large social component as well. Members gain valuable skills, experience, and networks that can benefit them now and in years to come.

**Student Government Association (SGA):** Every Louisburg College student is a member of SGA and is represented through its officers and senators. SGA serves as a liaison between students and Louisburg College administrators. Students are encouraged to attend council meetings and be an active voice in the Student Government Association.

**Students Against Destructive Decisions (SADD):** SADD is a peer leadership organization dedicated to preventing destructive decisions (particularly underage drinking), other drug use, impaired driving, teen violence, and teen depression and suicide. The Louisburg College SADD chapter coordinates activities several times a year in the areas of mental health, violence, impaired driving, substance abuse and sexual health. The chapter attends state and national conventions when possible.

**Ultimate Frisbee Club:** The Ultimate Frisbee Club is designed to teach the basic skills and rules of ultimate frisbee while building friendships and social connections in an informal athletic setting. The club plays pick-up games on campus and has the option to play against other club teams in Raleigh. All students are welcome to join regardless of experience.

### **Leadership Opportunities**

Louisburg College offers several opportunities for LC students to become leaders. Students are guided by the principles of transformational leadership and empowered to lead as a lifelong commitment. Students are trained in many capacities to mentor, guide, and encourage their peers. Student leaders are developed in a holistic student life experience. Our office is dedicated to helping students to develop in ways that will help them inside and outside of the classroom. A few ways students can gain leadership skills is to become a Hurricane Advisor, a member of the Student Government Association, and hold an executive board position in Hurricane Productions.

**Conduct Board:** College Conduct Board Members gain leadership experience during their time at Louisburg College.

**Hurricane Advisors:** New Student Orientation Leaders, known as Hurricane Advisors, are Louisburg College students who possess a strong interest in being role models and developing leadership skills. Hurricane Advisors assist new students as they begin their college experience and are integrated into the Louisburg College community. Upon successful completion of required responsibilities, Hurricane Advisors are rewarded with a monetary stipend and leadership experience. Hurricane Advisors are selected via an application and interview process in the spring term. Students interested in this leadership opportunity should contact the Office of Student Engagement.

**Louisburg College Ambassadors:** Louisburg College Ambassadors is a prestigious organization whose members are specifically chosen based on character, academic standards, leadership potential, and dedication to the advancement of the College. The Ambassadors represent the College in several areas: hosting events, tele-funds, fund drives, banquets, reunions, and publicity. The Ambassadors act as tour guides and event coordinators, promoting and assisting the college under the direction of the Admissions Department. They serve a vital link between the alumni, student body, faculty, staff, prospective students, and friends of the college.

**Resident Assistants:** Resident Assistants are student leaders who live on each floor of the residence halls. Their objective is to promote student engagement in campus life. Resident Assistants are returning students selected for this role based on academic achievement, character, and previous involvement in campus life. Resident Assistants are selected following a written application and a group and individual interview process. Once selected, Resident Assistants participate in a comprehensive training program designed to prepare them for their work in the residence halls.

### **Joel Porter Counseling Center**

Your time at Louisburg College will parallel a significant period of transition in your life. Transition can be exciting but also requires adjustment, which can sometimes be difficult. The issues which arise during this time may occasionally be overwhelming, or the challenges too great to be met successfully without some assistance. The Joel Porter Counseling Center can help you make better decisions; effectively manage difficulties, improve personal skills, overcome barriers to personal effectiveness, develop increased confidence, and acquire keener awareness and appreciation of your personal needs and the needs of others. The Joel Porter Counseling Center also encourages and enjoys hearing about your success. Drop in any time just to say hi, share a bright moment, or discuss something personal. Counseling at Louisburg College is provided at no charge.

All sessions are confidential and counseling records are NEVER included in any academic, athletic or career file. Only designated staff have access to client files which are kept locked in the Joel Porter Counseling Center office. Under nearly all circumstances faculty, staff, and administrative offices at Louisburg College do not have access to any information regarding your counseling (There are a few exceptions listed below).

Release of information regarding counseling may be done at the student's request by signing a Release of Information Form which designates what information to release and to whom.

State and federal laws and/or professional ethics place some limits on confidentiality and may require the student's information to be released. Information may be released without a student's permission if a student states he or she seriously intends to harm himself, herself, or another person(s), if the student reports or describes abuse, neglect, or sexual abuse of children or vulnerable adults, or if subpoenaed by a court.

### **Religious Life**

Louisburg College, as an educational institution affiliated with The United Methodist Church, seeks to continue the tradition initiated by the denomination's founder, John Wesley, of "uniting knowledge with vital piety." Without attempting to impose narrowly restrictive rules of conduct or sectarian theological norms upon either faculty or students, the College strives to create and maintain on its campus a broadly Christian atmosphere within which optimum intellectual and spiritual growth can take place. For the promotion and cultivation of spiritual growth, the College offers a variety of opportunities for worship and service through the Christian Life Council (see description under "Student Organizations") and under the direction of the chaplain, whose office is located in the Clifton L. Benson Chapel and Religious Life Center.

Chapel services are conducted at 11:00 a.m. on Tuesdays in Benson Chapel. These programs are voluntary and all students are encouraged to attend. The programs provide an opportunity for the college community to come together on a regular basis. Additional worship services are also scheduled as deemed appropriate. On these occasions, the chaplain, guest ministers of various denominations, faculty members, and students preach or present religious programs.

## **Cultural Activities**

A significant aspect of education is the development of students' capacity to appreciate and enjoy the expressions of their cultural tradition in art, literature, music, and ideas. Much of the regular curriculum is devoted to this effort, and the College strives toward this goal in other areas as well.

The Allen De Hart Concert Series features distinguished and professional performers in a balanced schedule of both classical and popular performing arts, including music, dance, and drama. Student creative arts programming is provided in the chorale, poetry and fiction readings, and residence hall programs. Students are also encouraged to enter their work in sculpture, paintings, drawings, and ceramics in Art Gallery exhibits.

Periodically, the Student Life Office sponsors cultural programs. Students are encouraged to participate in all cultural programs and should contact the Student Life Office if interested in becoming involved in the planning of cultural programs.

## **Intramurals**

Intramurals at Louisburg College are sponsored by the Student Life Office. They are designed to promote physical fitness, community citizenship, and good sportsmanship. The Intramural Program offers numerous activities including flag football, basketball, soccer, softball, table tennis, billiards, and volleyball. Intramurals are facilitated by the intramurals coordinator, and students are encouraged to participate in the events as well as provide suggestions and feedback through Hurricane Productions.

## **Student Conduct and Campus Regulations**

The College expects its students to maintain a high standard of conduct. The College reserves the right to monitor student behavior on and off campus. Students' rooms may be inspected and searched when violations of law or College regulations are suspected. Students are also subject to disciplinary procedures for off-campus violations of law.

Louisburg College expects its students to abide by the laws of civil government. In addition, as a private, church-related college, Louisburg expects students to live up to the standards of Christian ethics. The College will seek to counsel students who demonstrate problems in this area. Failure to uphold Louisburg College standards may be regarded by the administration or the Campus Conduct Board as sufficient cause for disciplinary action. A serious breach of rules of conduct may result in termination of an individual's status as a student. Refer to the Student Handbook for more detailed information regarding campus policies and regulations.

## **HEA Institutional Requirements**

### **Drug & Alcohol Abuse Prevention Program**

Institutions receiving any federal funds are now required to "...annually distribute in writing to each student and each employee..." a number of things including

- Description of applicable legal sanctions under state, local, and federal laws
- Description of health risks

### **Links to Applicable Laws**

- General Assembly of North Carolina: <http://www.ncleg.net/gascrpts/Statutes/StatutesTOC.pl>
- Motor Vehicles, Alcohol and Substances:  
[http://www.ncleg.net/enactedlegislation/statutes/HTML/bychapter/chapter\\_20html](http://www.ncleg.net/enactedlegislation/statutes/HTML/bychapter/chapter_20html)
- Regulation of Alcoholic Beverages:  
[http://www.ncleg.net/enactedlegislation/statutes/pdf/bychapter\\_18b.pdf](http://www.ncleg.net/enactedlegislation/statutes/pdf/bychapter_18b.pdf)

- Chapter 90 Article 5 North Carolina Controlled Substance Act:[http://www.ncleg.net/enactedlegislation/statutes/pdf/bychapter/chapter\\_18b.pdf](http://www.ncleg.net/enactedlegislation/statutes/pdf/bychapter/chapter_18b.pdf)

**Links to Health Risks Associated with the Use of Illicit Drugs and Alcohol**

- For self-help referrals visit US Department of Health and Human Resources:<http://ncadistore.samha.gov/catalog/referrals.aspx?topic=resources>
- US Department of Health and Human Resources and SAMHSA’s National Clearing House for Alcohol and Drug Information: <http://www.ncadi.samhsa.gov/pubs/rpo926/#Depr>
- American Council for Drug Education, an affiliate of Phoenix House: <http://www.acde.org/health/Research.html>

**Drug Health Risks**

<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>
Alcohol	<p>Depending on how much is taken and the physical condition of the individual, alcohol can cause:</p> <ul style="list-style-type: none"> <li>• Slurred speech</li> <li>• Drowsiness</li> <li>• Vomiting</li> <li>• Diarrhea</li> <li>• Upset stomach</li> <li>• Headaches</li> <li>• Breathing difficulties</li> <li>• Distorted vision and hearing</li> <li>• Impaired judgment</li> <li>• Decreased perception and coordination</li> <li>• Unconsciousness</li> <li>• Anemia (loss of red blood cells)</li> <li>• Coma</li> <li>• Blackouts (memory lapses, where the drinker cannot remember events that occurred while under the influence)</li> </ul>	<ul style="list-style-type: none"> <li>• Unintentional injuries such as car crash, falls, burns, drowning</li> <li>• Intentional injuries such as firearm injuries, sexual assault, domestic violence</li> <li>• Increased on-the-job injuries and loss of productivity</li> <li>• Increased family problems, broken relationships</li> <li>• Alcohol poisoning</li> <li>• High blood pressure, stroke, and other heart-related diseases</li> <li>• Liver damage</li> <li>• Nerve damage</li> <li>• Sexual problems</li> <li>• Permanent damage to the brain</li> <li>• Vitamin B deficiency, which can lead to a disorder characterized by amnesia, apathy and disorientation</li> <li>• Ulcers</li> <li>• Gastritis (inflammation of stomach walls)</li> <li>• Malnutrition</li> <li>• Cancer of the mouth and throat</li> </ul>
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>
Cocaine	<ul style="list-style-type: none"> <li>• Loss of appetite</li> <li>• Increased heart rate, blood pressure, body temperature</li> <li>• Constricted blood vessels</li> <li>• Increased rate of breathing</li> <li>• Dilated pupils</li> <li>• Disturbed sleep patterns</li> <li>• Nausea</li> <li>• Hyper-stimulation</li> <li>• Bizarre, erratic, sometime violent behavior</li> <li>• Hallucinations, hyper-excitability, irritability</li> </ul>	<ul style="list-style-type: none"> <li>• Permanent damage to blood vessels of heart and brain</li> <li>• High blood pressure, leading to heart attacks, strokes, and death</li> <li>• Liver, kidney and lung damage</li> <li>• Destruction of tissues in nose if sniffed</li> <li>• Respiratory failure if smoked</li> <li>• Infectious diseases and abscesses if injected</li> <li>• Malnutrition, weight loss</li> <li>• Severe tooth decay</li> </ul>

	<ul style="list-style-type: none"> <li>• Tactile hallucination that creates the illusion of bugs burrowing under the skin</li> <li>• Intense euphoria</li> <li>• Anxiety and paranoia</li> <li>• Depression</li> <li>• Intense drug craving</li> <li>• Panic and psychosis</li> <li>• Convulsions, seizures and sudden death from high doses (even one time)</li> </ul>	<ul style="list-style-type: none"> <li>• Auditory and tactile hallucinations</li> <li>• Sexual problems, reproductive damage and infertility (for both men and women)</li> <li>• Disorientation, apathy, confused exhaustion</li> <li>• Irritability and mood disturbances</li> <li>• Increased frequency of risky behavior</li> <li>• Delirium or psychosis</li> <li>• Severe depression</li> <li>• Tolerance and addiction (even after just one use)</li> </ul>
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>
Crack Cocaine	<p>Because it is smoked, the effects of crack cocaine are more immediate and more intense than that of powdered cocaine.</p> <ul style="list-style-type: none"> <li>• Loss of appetite</li> <li>• Increased heart rate, blood pressure, body temperature</li> <li>• Contracted blood vessels</li> <li>• Increased rate of breathing</li> <li>• Dilated pupils</li> <li>• Disturbed sleep patterns</li> <li>• Nausea</li> <li>• Hyper-stimulation</li> <li>• Bizarre, erratic, sometimes violent behavior</li> <li>• Hallucinations, hyper-excitability, irritability</li> <li>• Tactile hallucination that creates the illusion of bugs burrowing under the skin</li> <li>• Intense euphoria</li> <li>• Anxiety and paranoia</li> <li>• Depression</li> <li>• Intense drug craving</li> <li>• Panic and psychosis</li> <li>• Convulsions, seizures and sudden death from high doses (even once)</li> </ul>	<ul style="list-style-type: none"> <li>• Permanent damage to blood vessels of ear and brain, high blood pressure, leading to heart attacks, strokes and death</li> <li>• Liver, kidney and lung damage</li> <li>• Severe chest pains</li> <li>• Respiratory failure</li> <li>• Infectious diseases and abscesses if injected</li> <li>• Malnutrition, weight loss</li> <li>• Severe tooth decay</li> <li>• Auditory and tactile hallucinations</li> <li>• Sexual problems, reproductive damage and infertility (for both men and women)</li> <li>• Disorientation, apathy, confused exhaustion</li> <li>• Irritability and mood disturbances</li> <li>• Increased frequency of risky behavior</li> <li>• Delirium or psychosis</li> <li>• Severe depression</li> <li>• Tolerance and addiction (even after just one use)</li> </ul>
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>
Crystal Meth & Methamphetamine	<ul style="list-style-type: none"> <li>• Loss of appetite</li> <li>• Increased heart rate, blood pressure, body temperature</li> <li>• Dilation of pupils</li> <li>• Disturbed sleep patterns</li> <li>• Nausea</li> <li>• Bizarre, erratic, sometimes violent behavior</li> <li>• Hallucinations, hyper-excitability, irritability</li> <li>• Panic and psychosis</li> </ul>	<ul style="list-style-type: none"> <li>• Permanent damage to blood vessels of heart and brain, high blood pressure leading to heart attacks, strokes and death</li> <li>• Liver, kidney and lung damage</li> <li>• Destruction of tissues in nose if sniffed</li> <li>• Respiratory (breathing) problems if smoked</li> <li>• Infectious diseases and abscesses if injected</li> </ul>

	<ul style="list-style-type: none"> <li>• Convulsions, seizures and death from high doses</li> </ul>	<ul style="list-style-type: none"> <li>• Malnutrition, weight loss</li> <li>• Severe tooth decay</li> <li>• Disorientation, apathy, confused exhaustion</li> <li>• Strong psychological dependence</li> <li>• Psychosis</li> <li>• Depression</li> <li>• Damage to the brain similar to Alzheimer's disease, stroke and epilepsy</li> </ul>
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>
Ecstasy	<ul style="list-style-type: none"> <li>• Impaired judgment</li> <li>• False sense of affection</li> <li>• Confusion</li> <li>• Depression</li> <li>• Sleep problems</li> <li>• Severe anxiety</li> <li>• Paranoia</li> <li>• Drug cravings</li> <li>• Muscle tension</li> <li>• Faintness and chills or swelling</li> <li>• Involuntary teeth clenching</li> <li>• Blurred vision</li> <li>• Nausea</li> </ul>	<ul style="list-style-type: none"> <li>• Long-lasting brain damage affecting thought and memory</li> <li>• Damage to portions of the brain that regulate critical functions such as learning, sleep and emotion</li> <li>• It is as if the brain switchboard was torn apart and then rewired backwards</li> <li>• Degenerated nerve branches and nerve endings</li> <li>• Depression, anxiety, memory loss</li> <li>• Kidney failure</li> <li>• Hemorrhaging</li> <li>• Psychosis</li> <li>• Cardiovascular collapse</li> <li>• Convulsions</li> <li>• Death</li> </ul>
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>
Heroin	<ul style="list-style-type: none"> <li>• "Rush"</li> <li>• Slowed breathing</li> <li>• Clouded mental functioning</li> <li>• Nausea and vomiting</li> <li>• Sedation, drowsiness</li> <li>• Hypothermia (body temperature lower than normal)</li> <li>• Coma or death (due to overdose)</li> </ul>	<ul style="list-style-type: none"> <li>• Bad teeth</li> <li>• Inflammation of the gums</li> <li>• Constipation</li> <li>• Cold sweats</li> <li>• Itching</li> <li>• Weakening of the immune system</li> <li>• Coma</li> <li>• Respiratory (breathing) illnesses</li> <li>• Muscular weakness, partial paralysis</li> <li>• Reduced sexual capacity and long-term impotence in men</li> <li>• Menstrual disturbance in women</li> <li>• Inability to achieve orgasm (women and men)</li> <li>• Loss of memory and intellectual performance</li> <li>• Introversion</li> <li>• Depression</li> <li>• Pustules on the face</li> <li>• Loss of appetite</li> <li>• Insomnia</li> </ul>
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>

Inhalants	<ul style="list-style-type: none"> <li>• Slurred speech</li> <li>• Drunk, dizzy or dazed appearance</li> <li>• Inability to coordinate movement</li> <li>• Hallucinations and delusions</li> <li>• Hostility</li> <li>• Apathy</li> <li>• Impaired judgment</li> <li>• Unconsciousness</li> <li>• Severe headaches</li> <li>• Rashes around the nose and mouth</li> <li>• Prolonged sniffing of these chemicals can induce irregular and rapid heartbeat and lead to heart failure and death within minutes</li> <li>• Death from suffocation can occur by replacing oxygen in the lungs with the chemical and then in the central nervous system, so that breathing ceases.</li> </ul>	<ul style="list-style-type: none"> <li>• Muscle weakness</li> <li>• Disorientation</li> <li>• Lack of coordination</li> <li>• Irritability</li> <li>• Depression</li> <li>• Serious and sometimes irreversible damage to the heart, liver, kidneys, lungs and brain</li> <li>• Memory impairment, diminished intelligence</li> <li>• Hearing loss</li> <li>• Bone marrow damage</li> <li>• Death from heart failure or asphyxiation (loss of oxygen)</li> </ul>
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>
Rx - Opioids & Morphine Derivatives	<ul style="list-style-type: none"> <li>• Drowsiness</li> <li>• Slowed breathing</li> <li>• Constipation</li> <li>• Unconsciousness</li> <li>• Nausea</li> <li>• Coma</li> </ul>	<ul style="list-style-type: none"> <li>• Continued use or abuse of opioids can result in physical dependence and addiction. The body adapts to the presence of the drug and withdrawal symptoms occur if use is reduced or stopped. These withdrawal symptoms include:</li> <li>• Restlessness</li> <li>• Muscle and bone pain</li> <li>• Insomnia</li> <li>• Diarrhea</li> <li>• Vomiting</li> <li>• Cold flashes, with goose bumps</li> <li>• Tolerance can also occur, meaning that long-term users must increase their doses to achieve the same high.</li> </ul>
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>
Rx – Depressants	<ul style="list-style-type: none"> <li>• Slow brain function</li> <li>• Lowered blood pressure</li> <li>• Confusion</li> <li>• Dizziness</li> <li>• Fever</li> <li>• Visual disturbances</li> <li>• Disorientation, lack of coordination</li> <li>• Difficulty or inability to urinate</li> <li>• Slowed pulse and breathing</li> <li>• Poor concentration</li> <li>• Fatigue</li> <li>• Slurred speech</li> </ul>	<ul style="list-style-type: none"> <li>• Tolerance to many depressants can develop rapidly, with larger doses needed to achieve the same effect</li> <li>• The user trying to reach the same high, may raise the dose to a level that results in coma or death</li> <li>• Long-term use of depressants can produce depression, chronic fatigue, breathing difficulties, sexual problems and sleep problems</li> </ul>

	<ul style="list-style-type: none"> <li>• Sluggishness</li> <li>• Dilated pupils</li> <li>• Depression</li> <li>• Addiction</li> </ul>	<ul style="list-style-type: none"> <li>• As dependency on the drug increases, cravings, anxiety or panic are common if the user is unable to get more</li> <li>• Withdrawal symptoms include insomnia, weakness and nausea.</li> <li>• For continued and high-dose users, agitation, high body temperature, delirium, hallucinations and convulsions can occur</li> <li>• Unlike withdrawal from most drugs, withdrawal from depressants can be life threatening</li> <li>• Increased risk for high blood sugar and diabetes</li> </ul>
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Note</b>
Rx – Rohypnol	<ul style="list-style-type: none"> <li>• Paralyzing</li> <li>• Effects start 20 to 30 minutes after taking the drug, peak within 2 hours and may persist for 8 or even 12 hours</li> <li>• A person can be so incapacitated (made unable to act) they collapse</li> <li>• They lie on the floor, eyes open, able to observe events but completely unable to move.</li> <li>• Afterward memory is impaired and person cannot recall any of what happened</li> <li>• The person experiences loss of muscle control, confusion, drowsiness and amnesia</li> </ul>	Rohypnol is sold in Europe and Latin America as a sleeping pill, but it is illegal in the United States.
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>
Rx – Stimulants	<ul style="list-style-type: none"> <li>• Exhaustion</li> <li>• Apathy</li> <li>• Depression – the “down” that follows the “up.” It is this immediate and lasting exhaustion that quickly leads the stimulant user to want the drug again.</li> <li>• Soon he is not trying to get “high,” he is only trying to get “well” – to feel any energy at all.</li> </ul>	<ul style="list-style-type: none"> <li>• Stimulants can be addictive</li> <li>• Repeated high doses of some stimulants over a short period can lead to feelings of hostility or paranoia.</li> <li>• Such doses may also result in dangerously high body temperatures and an irregular heartbeat.</li> </ul>
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Note</b>
Rx Antidepressants	<ul style="list-style-type: none"> <li>• Insomnia</li> <li>• Irritability</li> <li>• Nervousness and anxiety</li> <li>• Violent thoughts and actions</li> <li>• Agitation</li> <li>• Suicidal thoughts</li> <li>• Tremors</li> </ul>	<ul style="list-style-type: none"> <li>• One study found that 14% of the young people taking an antidepressant became aggressive and even violent.</li> <li>• Withdrawal symptoms of antidepressants include suicidal thoughts, aggression, anxiety,</li> </ul>

	<ul style="list-style-type: none"> <li>• Sweating</li> <li>• Irregular heartbeat</li> <li>• Aggression</li> <li>• Criminal behavior</li> <li>• Confusion and incoherent thoughts</li> <li>• Paranoia</li> <li>• Hallucinations</li> <li>• Psychosis</li> <li>• Akathisia (a painful inner agitation, inability to sit still)</li> </ul>	depression, crying spells, insomnia, dizziness, vomiting, headaches, tremors and electric “zap” sensations in the brain.
<b>Drug Name</b>	<b>Short-term Effects</b>	<b>Long-term Effects</b>
Rx – Ritalin	<ul style="list-style-type: none"> <li>• Loss of appetite</li> <li>• Increased heart rate, blood pressure, body temperature</li> <li>• Dilation of pupils</li> <li>• Disturbed sleep patterns</li> <li>• Nausea</li> <li>• Bizarre, erratic, sometimes violent behavior</li> <li>• Hallucinations, hyper-excitability, irritability</li> <li>• Panic and psychosis</li> <li>• Convulsions, seizures and death from high doses</li> </ul>	<ul style="list-style-type: none"> <li>• Permanent damage to blood vessels of heart and brain, high blood pressure leading to heart attacks, strokes and death</li> <li>• Liver, kidney and lung damage</li> <li>• Destruction of tissues in nose if sniffed</li> <li>• Respiratory (breathing) problems if smoked</li> <li>• Infectious diseases and abscesses if injected</li> <li>• Malnutrition, weight loss</li> <li>• Disorientation, apathy, confused exhaustion</li> <li>• Strong psychological dependence</li> <li>• Psychosis</li> <li>• Depression</li> <li>• Damage to the brain including strokes and possible epilepsy</li> </ul>

### **Student Involuntary and Voluntary Medical Withdrawal Policy**

#### **Purpose**

One of the college’s purposes is to ensure equality of educational opportunity while fostering an environment that promotes the education, service, maturation, and safety of all members of its community. Periodically, college officials become aware of a student who may be seriously interfering with this purpose because of a mental, emotional, physical, or psychological health condition. In these situations, College officials may consider the appropriateness of involuntary medical withdrawal according to the standards and procedures described in this policy. An involuntary medical withdrawal should not be imposed when judicial, academic, or other responses to the student’s situation are readily available and can be addressed through those avenues. Additionally, when possible and appropriate, efforts will be made to persuade the student to voluntarily withdraw and to follow a course of treatment needed to resume student status. Involuntary medical withdrawal is not a substitute for appropriate disciplinary action. A student suffering from a mental disorder who is accused of a disciplinary violation should not be diverted from the disciplinary process unless, as a result of the mental disorder, the student either lacks the capacity to respond to the charges or did not know the nature of and quality of the act in question. Further, this policy should not be used to dismiss socially or politically eccentric students who have not otherwise engaged in behavior which poses a danger to themselves or to others, or which substantially disrupts normal College activities.

#### **Composition of the Withdrawal Panel**

The Medical Withdrawal panel will consist of the following members:

- a. Vice president of student life (chair)
- b. Vice president of academic life
- c. Vice president of enrollment management
- d. Chair of the faculty student life committee
- e. Director of Counseling Services (non-voting advisor regarding mental health issues)

### **Commencement of the Involuntary Medical Withdrawal Process**

The involuntary medical withdrawal process will commence when the student's condition involves one or more of the following:

- a. Engagement in behavior that poses a significant danger of causing harm to self or others or to property.
- b. A threat to public health.
- c. The educational process and functions of the College are hampered.
- d. The lawful activities of others are directly and substantially impeded.
- e. The inability to engage in basic required activities necessary to obtain an education.

An interim medical withdrawal will be imposed when the student presents a real and present danger to others. Any member of the College community who has reason to believe that a student may meet the standard for involuntary medical withdrawal described above may contact the vice president of student life. If the vice president of student life determines, based on the above criteria, that the student should be referred to the IMW panel, a recommendation will be submitted to the IMW panel and the student in question. The panel will convene for the conference within three business days of the recommendation, and the student will be notified of the conference. If, in the vice president of student life's judgment, the student does not meet the standard for IMW, the vice president of student life may take any other action deemed appropriate, including initiating disciplinary action or recommending that the student seek treatment. The vice president of student life will also inform the parents or guardians of the conference, though they may not attend the conference.

### **The Conference**

At the conference, the vice president of student life will provide the IMW panel all evidence relevant to determine whether the student is subject to IMW under the standard set forth in the following section "Decision of the Panel." The evidence may include witnesses, written reports, documents or written statements, and/or an independent mental health professional's written evaluation. The IMW panel may, at its discretion, require the student be evaluated by a mental health professional.

The student's rights at the conference shall include

- a. The right to be present, unless behavior is disruptive.
- b. The right to present relevant evidence and witnesses.
- c. The right to question all witnesses at the conference and to comment upon all documents presented.
- d. The right to have a member of the campus community serve as an advisor.

The members of the IMW panel may also ask questions of the student and/or any witnesses. The vice president of student life may exclude evidence that is not relevant or is cumulative. The conference will be closed to the public and the evidence presented will be kept confidential. The conference will be recorded via audiocassette and shall be preserved as part of the student's confidential counseling record.

### **The Decision of the Panel**

A student will be subject to involuntary medical withdrawal if the IMW panel concludes that the student has exhibited behavior as listed in the section entitled "Commencement of the Involuntary Medical Withdrawal" or is a real threat to engage in such behavior. The IMW panel will base its decision on evidence presented at the conference. The concurrence of all panel members will be required to withdraw a student under this policy. If the IMW panel concludes that the student does meet the standard for IMW, the panel shall so state in a written decision from the vice president of student life that will include its reasons for this conclusion. This decision will be reviewed by the president of the College. If the president is in agreement with the panel, the decision will be communicated to the student within 24 hours. This decision is final. Students who are involuntarily withdrawn must vacate the

campus immediately. Resident students will be given 24 hours to remove their belongings from campus. Students refusing to leave campus or who present a real and present danger will be escorted from campus by local law enforcement. Appropriate legal action to prevent the student from returning to campus will be initiated. The panel may, at its discretion, permit a student who meets the standard for medical withdrawal to remain enrolled on a probationary basis under specified conditions which may include, but are not limited to, participation in a documented, on-going treatment plan, acceptance of and compliance with a behavioral contract, a housing relocation, a lighter academic course load, or any combination.

### **Voluntary Medical Withdrawal**

At any point in the process the student may present a request for a voluntary medical withdrawal to the vice president of student life. If the request is granted, the IMW process will cease and the student will be subject to the institution's readmission requirements. Voluntary withdrawal will not terminate any pending disciplinary action.

### **Readmission**

A student who is involuntarily withdrawn or who obtains a voluntary medical withdrawal may not re-enroll or be readmitted to the College before the start of the next regular full term. If a student is involuntarily withdrawn during a summer session, the student may be considered for readmission to the College for the subsequent spring term. Approval may be granted only if the panel determines that the conditions that caused the withdrawal are no longer present. The panel may require any documentation or evaluation that it deems necessary, including a written statement from a mental health professional outside of the college at the student's expense.

### **Records and Fees**

All records concerning these proceedings shall be maintained by the vice president for student life and shall be kept confidential in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C., 1232g, and implementing regulations of the U.S. Department of Education, 34C.F.R., Part 99. The policies and procedures for transcript notation and fee refunds described in the College Catalog shall apply to students who withdraw, voluntarily or involuntarily, under this policy.

## **Athletics**

Louisburg College has a long tradition of excellence in athletic competition. Junior college athletes are consistently sought by four-year colleges for their final two years of college, and some athletes have moved into professional sports. Louisburg College offers several intercollegiate sports and is a member of Region X of the National Junior College Athletic Association. Anyone who is interested in playing intercollegiate athletics should contact the coach of the sport he or she wishes to play.

**Hurricane Baseball:** The Louisburg College baseball program has been one of the most successful programs in the country for the past fifty years. The Hurricanes have won twenty-five conference championships, eleven district championships and have made ten appearances in the NJCAA College World Series. In 2012 the team was ranked #1 in the NJCAA for the first time ever; having a 52-9 season. During the course of the past fifty years, over ninety players have signed professional contracts. In the program's history, fourteen Louisburg College alumni have played major league baseball. Numerous players have continued to play baseball at four-year institutions. The baseball program competes year-round on Frazier Field and remains a huge source of pride for our campus and our community.

**Hurricane Basketball (Women's):** The women's basketball program at Louisburg College is among the most respected women's basketball programs in the United States. Three NJCAA National Championships, two NJCAA National runner-up finishes, and twenty-three top sixteen finishes in the national tournament have made Louisburg College one of the most successful teams in the history of the NJCAA National Tournament. The Hurricanes won the NJCAA National Championship most recently in 2013, and followed that up with another appearance in the NJCAA National Tournament in 2014. Former Louisburg College student-athletes have continued their basketball careers at universities such as the University of North Carolina at Chapel Hill, North Carolina State University, Western Kentucky University, University of Maryland, Kansas University, East Carolina University, University of

North Carolina at Charlotte, Old Dominion University, and Virginia Tech. The women's basketball team competes in the Roger G. Taylor Athletic Center.

**Hurricane Basketball (Men's):** The men's basketball team is rich in tradition. The Hurricanes have won eight Region X Championships and made four consecutive trips to the NJCAA National Championships (2010, 2011, 2012 and 2013). In 2012, the Hurricanes achieved their highest finish, placing fifth in the nation. Coach Enid Drake (now retired) posted 694 wins in his 41 years at the helm of the program and was inducted into the NJCAA Basketball Coaches Hall of Fame in 2001. The Region X Coach of the Year award was renamed in Coach Drake's honor during the 2005 season. Hurricane players have consistently received top regional and national honors, and numerous student-athletes have moved on to play for four-year colleges and universities, including the University of North Carolina at Chapel Hill, North Carolina State University, the University of Hawaii, and Gardner-Webb University. The men's basketball team competes in the Roger G. Taylor Athletic Center.

**Hurricane Football:** After a seventy year absence, football made its return to the Louisburg College campus in the fall of 2005. From fall 2005 until fall 2007, LC Football competed as club status. In the fall of 2008, the Hurricanes made the switch to become a sanctioned NJCAA football program. During the summer of 2010, the football program was invited to become a member of the Northeast Football Conference with full membership beginning in the 2011 season. Since becoming an NJCAA institution in 2008, Hurricane Football has continued to improve each year - enjoying winning records each year. In addition, LC Football has been nationally ranked every season - reaching as high as a #8 ranking in 2013. Hurricane Football's overall 6-year NJCAA record is 35-22 (.614). The Hurricanes accepted a bowl bid to the Graphic Edge Bowl (Cedar Rapids, IA) in 2012. The team competes against junior college programs, military academies, college club programs, and junior varsity programs all along the east coast including North Carolina, Virginia, Georgia, Florida, Maryland, Pennsylvania, and New York. The basis of the entire program is a Character First approach. Players are evaluated not only on their physical abilities, but also on their character: how they represent their community, college, faith, family, and themselves. The Hurricanes are very excited about the direction of this program and are anticipating many successful seasons to come — both on and off the field.

**Hurricane Golf (Men's):** The Louisburg College men's golf team has evolved over recent years into a successful and competitive program. Louisburg College has won the Region X Division III Golf Championship each year from 2004-2009 and in 2012. The team competes against other Division I, II, and III NJCAA, NAIA, and NCAA opponents. The program recruits top student-athletes from all over the United States and internationally. The team has the privilege of playing on many of the best courses in North Carolina, South Carolina, and Virginia while playing home matches at Bull Creek Golf & Country Club and at The River Golf & Country Club in Louisburg, NC. Playing a strong fall and spring season golf schedule, the team prepares each year for end-of-season competition and the national championship.

**Hurricane Soccer (Men's):** In recent years, the Louisburg College men's soccer program has become widely recognized as a highly competitive program. In 2012 after having won the Region X championship and the District crown; the Hurricanes finished as Runners-Up in the NJCAA National Championship; losing in overtime of the final game. The team plays a tough schedule, which includes other top two-year schools as well as several four year schools. In the past seven years, ninety percent of our student-athletes have gone on to pursue their soccer careers at four-year institutions after graduating from Louisburg College; this includes several NCAA Division I institutions. Our soccer facilities consist of two Bermuda grass fields, and are among the best on the east coast.

**Hurricane Soccer (Women's):** The Women's Soccer program is now in its fourteenth season competing at the NJCAA Division I level. In 2012, the Lady Hurricanes were ranked as high as #13 in the NJCAA Top 20 Poll. Head Coach Andy Stokes took the program to its first ever national tournament, which was also the first team Region X had ever sent. The strength of the program is reflected in the individual honors bestowed upon its student-athletes. In the program's history, it has produced three NJCAA All-Americans and over twenty student-athletes have received other regional accolades.

**Hurricane Softball:** The softball program has amassed numerous accolades both on and off the field. The Lady Hurricanes are recognized as one of the top NJCAA programs in the country. The softball program has proudly achieved thirteen Region X titles, six District J Championship titles and made six appearances at the NJCAA National Tournament. The program has produced more than twenty NJCAA All-Americans and sixteen Academic

All-Americans. Over sixty players have received scholarships to play at four-year schools and numerous others have transferred to major universities to finish their academic pursuits. The team is currently playing on a beautiful 200-foot lighted facility (Sheilah R. Cotten Field) with in-ground irrigation. Softball also will benefit from the addition of a new on-site locker room and roof-covered batting/pitching cage structure. With such great facilities, the softball team successfully hosts and competes against other NJCAA schools playing a fall and spring schedule of approximately 60 games.

**Hurricane Volleyball:** The 2012-13 year marked the tenth season for the volleyball program at Louisburg College after a 25-year absence. In addition to great team accomplishments, the program has received several NJCAA Region X individual honors including a Player of the Year. A great number of student athletes have continued to pursue their volleyball careers at four-year colleges and universities. Louisburg College expects to continue attracting top student athletes to its volleyball program, maintaining the proud Hurricane tradition.

**Hurricane Cross Country (Men's & Women's):** The newest addition to the Louisburg athletic department is Men's and Women's Cross Country. Jay Koloseus was hired in December 2013 to start a Cross Country tradition, and right away began his recruiting campaign. Having competed at the NCAA D-1 level at Syracuse University and coached at Auburn University; Koloseus uses his experience to field both a competitive men's and women's team with the start of competition in fall 2014.

## **Academic Information**

### **Academic Advising**

Students are responsible for planning their own programs and meeting academic graduation requirements. Each student will have an academic advisor assigned to provide assistance in designing a program and scheduling classes to meet the objectives of the College and the student. The faculty and administrative staff act in an advisory capacity to assist the student.

Students shall familiarize themselves with curriculum requirements, course sequences, and the normal load limits required to be able to plan satisfactory programs. Students who plan to teach in elementary or secondary schools must be acquainted with the certification requirements in the state in which they wish to be certified.

Students are solely responsible for any curricular difficulties arising from the lack of familiarity with academic graduation or curriculum requirements, a change in the student's vocational or professional objectives, or a change in the student's major.

### **Registration**

Each semester the registrar designates a preregistration period prior to the semester and a registration day just before classes begin. Registration is not permitted after the first week of classes. Students must register for at least 12 semester hours to be considered full-time. (Note: Full-time status is required for residency in residence halls and some forms of financial aid). The amount of credit for most courses is based upon the amount of class time required each week, i.e., 150 minutes for three semester hours.

The normal full-time student load is 15 to 16 hours, exclusive of physical education courses. Lighter loads (12 to 14 hours) are sometimes required or recommended, based upon such factors as academic record, nature of the courses, transfer requirements, and graduation requirements. Additional tuition will be incurred for enrollment over 18 semester hours.

### **Application for Degree**

A student intending to be graduated from Louisburg College must apply for the degree before registering for the last semester. The deadline for submitting applications for May graduation is November 1; for August graduation, June 1; and for December graduation, August 15. A commencement ceremony is held only in May. Graduation application forms are available in the Registrar's Office.

## **Attendance, Course Participation, and Performance Expectations**

Because Louisburg College is a learning community, the College expects all students to:

1. Attend all class sessions and other required activities;
2. Prepare adequately for each class session using appropriate study strategies;
3. Acquire and use all required textbooks and materials;
4. Complete their own work;
5. Listen actively and carefully in class, including following all directions;
6. Participate in class activities and discussions;
7. Write and speak effectively and appropriately; and
8. Meet all course deadlines, standards, and requirements.

The standard attendance policy of the College permits students one unexcused absence per semester for each class meeting per week for a course (for example, two unexcused absences per semester are permitted for a class that meets two times per week); however, individual faculty members may establish alternate attendance policies. The instructor shall inform students of attendance and other course policies at the first class session of the term. Any student who does not attend his/her first class session by the end of the drop/add period may be dropped from the course. The College requires attendance at a minimum of 80 percent of the class meetings for course credit.

Students may be withdrawn involuntarily from a course for nonattendance. Students who fail to comply with the attendance policy as published by the instructor's syllabus may be withdrawn from the course under the following procedure: (1) The instructor sends a Notice of Withdrawal to the student (2) The student has three calendar days from actual receipt of the notice to challenge the notice at a meeting with the instructor; (3) If the instructor does not cancel the notice within those three days or if the student does not respond within seven calendar days from the date of the notice, the faculty member notifies the registrar's office, and the registrar's office shall withdraw the student as of the date the faculty member initiated the withdrawal process.

## **Academic Policies and Procedures**

**Audit of Course:** Students wishing to enroll in a course(s) during the fall and spring semesters without earning college credit shall register as "auditors" on or before the end of the add/drop period. Tuition is charged at a rate of \$50 per credit hour. Auditing students must have the permission of the course instructor and the registrar. Student status in courses cannot be changed after the end of the add/drop period. Audit courses will not count in the number of total hours attempted. Summer courses may not be audited.

**Catalog in Effect:** Students must meet graduation requirements in the catalog in effect on the date of the student's most recent matriculation. Louisburg College reserves the right to make changes in courses and policies published in the catalog without obligation or prior notice.

**Change of Course:** A course may be added within the first week of classes or dropped in accordance with the academic calendar. The forms provided must be fully processed to make approved changes official. No credit will be allowed on any course for which the student has not properly registered.

**Change of Grade:** Once grades are recorded by the registrar, they can be changed only if the faculty member made an error in determining or recording the grade. Submission of work after the registrar has recorded a grade is not an acceptable basis for changing a grade. To change a grade, the faculty member must complete a Change-of-Grade Request form, indicate the cause of the error, and submit that form to the Provost. If the Provost approves the request, the academic dean will forward it to the registrar, who will record the change of grade.

**Classification of Students:** Any currently-enrolled student who has been admitted to the college and is pursuing a degree program is classified in the following way: 0-27 semester credit hours – freshman, 28 or more semester credit hours – sophomore.

**Club Athletics:** All students wishing to participate in "club" athletic activities at Louisburg College must meet the eligibility requirements of the National Junior College Athletic Association prior to and during participation.

**Course Withdrawal:** Changes in schedules that occur during the drop/add period of the semester are not indicated on the transcript. If a student withdraws from a class after the drop/add period, the grade (withdraw W) will be recorded on the transcript. Failure to attend classes does not constitute official withdrawal from a course.

**Degree Completion Time:** A student taking longer than five years to complete all degree requirements will need to meet the graduation requirements of the catalog in effect at time of graduation. A student may be advised to repeat coursework if it has been longer than five years since the course was successfully completed. Coursework completed ten years or more prior will not be accepted as credit toward a Louisburg College degree.

**Developmental Courses:** Developmental Courses: Courses at Louisburg College which are classified as “Developmental” are: ENG 097 –Reading and Critical Thinking, ENG 098 - Developmental Writing Workshop, MAT 095 – AA Math, and MAT 096 – AS Math. The College has special policies applying only to developmental courses. These policies are explained below.

1. All developmental courses will carry 3 semester hours of institutional credit.
2. Developmental courses will not be included in the GPA calculation. If a student withdraws from a developmental class, a W is given. A withdrawal from a developmental course is considered to be an attempt. Students will be required to earn a 2.0 GPA and at least 60 SH for graduation without the inclusion of developmental courses.
3. Students are placed in developmental courses based on their performance on placement tests. Louisburg College does not accept placement scores from other colleges, nor are placement scores sent to other colleges.
4. If placement testing reveals the need for a developmental course, the student is required by the college to enroll and pass the course before taking the next level course. For example, the student must pass Eng 097 before taking a reading intensive course. Eng 098 must be passed before Eng 111 is taken. A transfer student must submit an official transcript to have developmental courses evaluated. Some courses from other institutions are equivalent to Louisburg College’s courses, and some are not. The Director of Developmental English and/or the Chairperson of the Mathematics Division in consultation with the registrar will determine equivalency. If a student places into a developmental course, he or she must complete that course or its equivalent before taking and receiving credit for the next level course.
5. Students in developmental courses receive a final grade of RP (remedial pass) or RF (remedial fail). Midterm grades are S (satisfactory) or U (unsatisfactory).
6. Students are permitted three (3) attempts to complete each developmental course offered at the college. A withdrawal from the course is considered to be an attempt. Students who do not successfully complete developmental courses after three attempts will receive a developmental suspension from the college.

**Duplicate Diploma:** A duplicate diploma may be issued upon request. A written request must be made to the Registrar’s Office indicating the reason for a duplicate diploma. The duplicate diploma shall show the date of the original diploma. The duplicate will have the signatures of the current College officials and the current format and size. The fee will be the cost incurred by the College and shall be paid prior to the ordering of the duplicate.

**Examinations:** Comprehensive, appropriate final examinations are held in all courses.

**Hour Load:** The normal academic load for students is a schedule of 16 semester credit hours. A full-time load, however, is defined as being any combination of 12 semester credit hours or more of classes. An additional charge is made for each credit hour over 18 with the semester credit hour charge being equal to the part-time per credit hour charge. Students must petition the provost in writing when desiring to take more than 18 credit hours in any given semester. A maximum of six credit hours from one-hour courses may be included in meeting graduation requirements.

**Incomplete Grades:** A grade of “I” may be given when a student has not completed all the requirements of a course, but has completed at least 80 percent of them. The instructor will submit a plan of work to be completed to the Registrar’s Office with the incomplete grade. A student receiving a grade of “I” may complete the course without having to re-register for the course. An incomplete (I) grade remains on a student’s record until it is removed by a passing grade. If not replaced within one semester, the incomplete (I) becomes an “F.”

**Independent Study Courses:** A student may be permitted in extraordinary situations to perform regular coursework as a tutorial, provided a faculty member of Louisburg College consents and the appropriate division chair and provost approve. A syllabus and a course outline are required for all tutorial courses. The prior approval of the instructor, division chairperson, and provost is required before the student can register for the course. Only courses less than three semester credit hours may be authorized to be taken by any student after the 60% point of the term. The student pays an additional charge equal to the part-time per credit hour charge for independent study courses before work commences.

**Leave of Absence:** A temporary leave of absence from the College may be granted to a student for reasons such as health, military service, work, or study abroad. The request is to be filed by the student with the Admissions Office within sixty days after the date of departure. A leave of absence will permit the student to re-enter Louisburg College without filing an Application for Readmission and paying the nonrefundable application fee. The leave of absence is valid for a maximum of one year. Students not complying with the above will need to file an Application for Readmission, pay the nonrefundable application fee, and complete graduation requirements of the catalog in effect at the time of the most recent matriculation to the College.

**Matriculation Policy:** The College has a five day drop/add and three day matriculation policy. For example, if classes start on Wednesday, a student will not be admitted after 5 pm Friday. The faculty will be informed if students are coming in late. Drop/add would continue through the following Tuesday.

**Midterm Grades:** Instructors will submit midterm grades for all courses to the Registrar's Office as directed. Midterm grades will be available to students through the student portal.

**Participation in Commencement:** Only students who have successfully completed all graduation requirements will receive diplomas at Commencement in May. Students who have not successfully completed all graduation requirements may "participate" in commencement by walking across the stage and receiving a diploma cover only if they meet all of the following criteria:

- They are within eight hours of completing their graduation requirements.

**Placement Assessment:** Unless exempted, all admitted students to Louisburg College must complete placement assessments in writing, reading, and mathematics before registering for courses. Assessment results are used for placing students in courses consistent with their abilities and academic skills. Louisburg College does not accept placement scores from other colleges, nor are placement scores sent to other colleges.

Students who have completed previous college-level course work in English and/or mathematics with a grade of "C" or better may be exempt from the assessment. Exemption decisions based on transfer credit are made by the Registrar's Office after reviewing the student's official college transcript.

**Records, Grades, and Reports:** Records of progress are kept by this institution on all students. Progress reports are posted to the student portal by the Registrar's Office at the midterm marking period and at the end of each scheduled school term. Grades are evaluated as follows:

A - Excellent	4 quality points per semester hour
B - Good	3 quality points per semester hour
C - Average	2 quality points per semester hour
D - Below Average	1 quality point per semester hour
W - Withdrawal	Not counted as hours attempted
*WP - Withdrawal Passing	Not counted as hours attempted
*WF - Withdrawal Failing	0 quality points, counted in hours attempted
F - Failure	0 quality points, counted in hours attempted
I - Incomplete	Course considered attempted but no quality points earned
P - Pass	0 quality points per semester hour
AU - Audit	No credit
N - No Grade	No grade at midterm
RP - Remedial Passing	Developmental courses have an R before the final grade; 0 quality points; counted as hours attempted

RF - Remedial Failing                      Developmental courses have an R before the final grade; 0 quality points; counted as hours attempted  
 S – Satisfactory                              Developmental courses use S for satisfactory progress at midterm  
 U – Unsatisfactory                          Developmental courses use U for unsatisfactory progress at midterm  
 \*As of Fall 2017, all course withdrawals will be assigned the grade of W – Withdrawal.

**Grading Scale:** The following grading scale will be used for all 100- level and 200- level courses:

- A (90-100) Excellent
- B (80-89) Above Average
- C (70-79) Average
- D (60-69) Below Average
- F (below 60) Failing

**Repeat of Course:** A student who has earned less than a “C” in any course may elect to take that course again to attempt to improve the grade. If the grade earned was a “C” or higher, the student must petition the provost in writing in order to repeat the course. When a passing grade has been previously earned, a course repeat may not be used to meet the minimum credit hours required for graduation. The results of the highest grade earned (excluding a withdrawal) shall stand as official, and the credit hours and grade points on the student’s record for other attempts shall no longer be used to count toward total credits earned or cumulative GPA.

**Satisfactory Academic Progress:** Regularly-admitted students must maintain at least the required minimum grade point average and earn at least the required minimum semester credit hours to remain in “good standing” as defined below. The College reserves the right at any time to suspend a student who is not making satisfactory academic progress toward a degree. Extracurricular activity organizations may require participants to have a higher cumulative GPA than specified by the criteria outlined in the section below.

<b>Revised Satisfactory Academic Progress Criteria</b>				
<b><u>Semester</u></b>	<b><u>Credits earned, including developmental</u></b>	<b><u>Good Standing GPA</u></b>	<b><u>Academic Warning</u></b>	<b><u>Academic Suspension</u></b>
1	9	1.75	Below 1.75	-
2	21	1.85	Below 1.85	If received warning previous semester
3	33	1.95	Below 1.95	If received warning previous semester
4	45	2.0	Below 2.0	If received warning previous semester
5	57	2.0	Below 2.0	If received warning previous semester
Students who are suspended may appeal; if appeal is granted, student is placed on academic warning				

Notes:

1. After matriculation to Louisburg College, a full-time student (registered for 12 semester credit hours or more) must earn 12 semester credit hours per semester or 24 semester credit hours during the preceding year and the minimum credit hours indicated on the above table. Students not meeting these requirements will be placed on progress warning. A student who has accumulated fewer than 24 hours with a grade point average of 2.0 or higher will not be placed on progress warning.
2. Students earning a semester GPA of lower than 1.0 will be placed on academic warning regardless of cumulative GPA, and students earning a semester GPA of lower than 0.5 will be academically suspended regardless of cumulative GPA.
3. Students receiving veterans’ benefits must achieve and maintain a 2.0 cumulative GPA. Student athletes must meet current NJCAA eligibility requirements.

Definitions:

1. Good Standing: The student meets published minimum GPA and semester credit hour requirements.
2. Progress Warning: The student does not satisfy published minimum semester credit hour requirements.

3. **Academic Warning:** The student does not satisfy published minimum GPA requirements for good standing or earning a semester GPA of less than 1.0. In order to enroll for the following semester:
  - a. Rising second-semester students on academic warning must contract to improve their cumulative GPA by a minimum of 0.50 or remove the warning status at the end of that semester;
  - b. Rising third-semester students on academic warning must contract to improve their cumulative GPA by 0.20 or remove the warning status at the end of that semester;
  - c. Rising fourth-semester students must contract to improve their cumulative GPA by 0.15 or remove the warning status at the end of that semester; or
  - d. Students entering their fifth or subsequent semester must contract to remove the warning status at the end of that semester.
4. **Academic Suspension:** The student has not satisfied published minimum GPA requirements to continue as a student or has earned a semester GPA of lower than 0.50. Academically-suspended students may not register for classes at Louisburg College for two semesters with summer terms counting as one semester.
5. **Expulsion:** If the student has received two suspensions, the student will be expelled without appeal.

**Second Associate Degree:** The requirements for students who already hold an associate degree from an accredited institution and who wish to pursue an additional associate degree at Louisburg College are as follows:

1. Complete a minimum of 16 credit hours while in residence at Louisburg College beyond those required for the first degree,
2. Fulfill the general education requirements of Louisburg College,
3. Fulfill all other degree requirements, and
4. Earn a minimum of 80 credits at the associate degree level.

New students enrolling for the second degree will have their previous course work evaluated to determine the number of credits needed. Students currently enrolled at Louisburg College who wish to pursue simultaneously two associate degrees must also satisfy the above requirements. This would mean that the student must earn a minimum of 80 credit hours.

**Suspensions and Expulsions:** If a student is suspended, the student's permanent records will be so noted. If suspension or expulsion occurs within the withdrawal period, a "W" will be assigned.

**Transcripts:** The Registrar's Office is the repository of academic records. Academic transcripts, upon a signed request by the student, are released to other colleges, universities, prospective employers, or other third parties. Standard mail transcripts are issued at the cost of \$12.25 each. Transcripts are requested online only at [www.studentclearinghouse.org](http://www.studentclearinghouse.org). Transcript requests are not processed during the opening week of school each semester or when the college is closed.

The Registrar's Office also verifies enrollment and degrees earned. This office updates changes in name or address for current students; former students should contact the office of Advancement and Alumni Affairs to make these changes.

All services including transcript release and verification of enrollment are contingent upon no outstanding college accounts or other college obligations.

**Withdrawal from College Enrollment:** Any student desiring to withdraw from the College must follow official withdrawal procedures. The student must visit the Registrar's Office to initiate the process. Withdrawing students are assigned grades according to procedures outlined above (see "Course Withdrawal").

**Academic Integrity Policy:** All Louisburg College students are expected to uphold standards of honesty and integrity in their academic pursuits and are responsible for producing only their own work in all classes. Cheating, plagiarism, or lying for academic advantage undermines academic integrity. Students are responsible for understanding the policy. Students are also responsible for asking for clarification from their instructors should they have questions about the policy..

**Cheating:** Students must complete all tests and examinations without help from any source. They may not look at any other student's paper or any book or notes while taking tests unless specified by the instructor. Possession of

notes while taking tests is considered evidence of intention to cheat. Students may not talk to any other student while tests are being given without explicit permission from the instructor. All electronic devices must be turned off and placed completely out of sight, except those devices approved by the instructor. Students must submit work that is their own. They may not submit work that has been produced by anyone else. They may not give their work to other students to copy.

**Plagiarism:** Students must use their own words and must document the source of anything written in any paper or assignment. Direct quotations must be cited as such. Students must paraphrase material in such a way that the style and language are distinctively their own; merely rearranging words or making minimal changes in wording is plagiarism even if documented. Students are encouraged to get ideas or suggestions from other sources when the instructor permits.

**Academic Misrepresentation:** Students must not lie about absences or assignments to gain academic advantage.

**Process:** Any faculty member having evidence of a violation of the Academic Integrity Policy shall meet with the student to review the evidence and inform the student of the infraction of the policy. The faculty member shall be required to notify the Provost and provide him/her with documentation of the violation. The Provost shall conduct a hearing with the student to review the documentation. The Provost shall advise the faculty member of possible sanctions permissible and applicable and discuss with the faculty the course of action the College should take within the guidelines stated below. The instructor has the authority to determine the severity of the penalty related to the course. The Provost shall then notify the student of the sanction imposed by the faculty member and by the College, if applicable.

**Sanctions:** The consequence for the first infraction is a zero (0) for the assignment, quiz, test or a final grade of “F” for the course. A second violation of the academic integrity policy shall result in a final grade of “F” for the course with a permanent notation of the violation on the student’s transcript or expulsion from the institution with a permanent notation of the violation on the student’s transcript. A third violation of the academic integrity policy shall result in expulsion from the College and a permanent notation of the violation on the student’s transcript.

**Records:** Documentation of violations of the Academic Integrity Policy will remain in the Provost’s Office. Records will be maintained to determine the number of violations a student has incurred and the sanctions issued.

**Louisburg College Academic Grievance Procedure:** The academic grievance procedure is to resolve student grievances pertaining to academic matters resulting from faculty or staff actions. Various circumstances may serve as legitimate grounds for student grievances. The grievances listed below are examples of the types of complaints that might be appropriate for consideration:

1. Errors in the calculating or recording of examination grades or the computation of final grades contrary to the faculty member's stated grading policy.
2. Failure of a faculty member to grade and return tests or assigned work in a timely manner.
3. Discriminatory grading on the basis of conditions other than academic criteria.
4. Demeaning or arbitrary actions by a staff or faculty member that might markedly affect a student's performance.
5. Failure to provide academic advisement according to an advisee's recorded goals and to the College's requirements.
6. Disputes concerning evaluation of transfer credit from another institution.
7. Failure to provide in a timely manner reasonable accommodations which are supported by diagnostic testing and which have been requested prior to 48 hours of the test time by a student with a documented disability.

**Procedure for Redress:** A student who thinks that he/she has an academic grievance will first seek to resolve the matter through discussions with the involved staff or faculty member. A student with a disability who has an accommodation grievance should also include the ADA Coordinator in this initial discussion. If these discussions are not satisfactory, the complaint may be continued according to the following procedure:

1. A written statement of complaint must be submitted to the involved staff or faculty member not later than 30 days from the end of the semester in which the grievance occurs. A student with an

- accommodation grievance must submit a written complaint not later than five days after the initial consultation with the involved staff or faculty member. The student must consult with the person involved within one week of submission of the written statement.
2. If resolution of the problem is not achieved with the person involved, the student may direct the grievance in writing to the next higher level.
    - A. Grievances involving faculty members, but not related to accommodations for students with disabilities, are directed to the appropriate academic division chair.
    - B. Grievances involving staff members or academic division chairs are directed to the chief academic officer. The division chair or the chief academic officer will consult with the student and the involved staff or faculty member.
    - C. Grievances concerning accommodations for students with disabilities are directed to the College ADA Advisory Committee for guidance and recommendations.
  3. As a last step, and only after steps 1 and 2 above have been followed, the student may direct the grievance, in writing, including a description of the allegations and supporting documentary evidence, to the President of the College. The President will appoint a Grievance Committee consisting of staff, faculty, and students.
  4. The Grievance Committee will review the written grievance and all supporting documentation and may hear oral presentations and consult with all involved parties. The committee will render its recommendations for disposition of the case in writing to the president of the College within two weeks of the last consultation/hearing. The President will notify all involved parties of his/her final decision concerning the grievance.

## **Academic Standards**

### **Graduation Requirements**

The requirements for all Associate of Arts and Associate of Science degrees include a minimum of 60 semester hours with a “C” (2.00) average and completion of each competency requirement (see below). At least 54 of the hours used toward graduation must be in courses carrying two or more semester hours credit. Louisburg College follows the standard credit hour and semester system that requires 2,100 contact minutes per three-semester-credit-hour course.

Courses may be repeated for credit at Louisburg College. (See “Repeat of Course” for more information.) Repeated courses are indicated on student transcripts. Grade point averages are calculated using only the higher grade on a repeated course and no new hours attempted are added. The grade point average includes all work attempted with the exception of developmental courses.

Students transferring credit to Louisburg College from other institutions must have at least two semesters in residence at Louisburg College, must earn at least 30 semester hours at Louisburg, and must earn at least a “C”(2.00) average on Louisburg College work to qualify for graduation. Quality points at other institutions are not used in computing averages for graduation. Once a student leaves the college, a maximum of 18 semester credit hours from a regionally accredited 2- or 4-year college can be transferred back to Louisburg College in order to earn a diploma.

The records of students who have been readmitted after an absence of four or more consecutive semesters will be evaluated as follows: only grades of “D” or better earned in previous enrollments will be combined with all grades earned after readmission to compute graduation eligibility.

### **Academic Competency Requirements**

**Reading competency** may be demonstrated in one of the following ways:

- Placement at the English Department’s designated level on the College’s standardized reading placement test.
- Successful completion of a reading course with a grade of “RP.”

**Writing competency** may be demonstrated through completion of ENG 111 - Writing and Inquiry and ENG 112 – Writing/Research in the Disciplines with grades of “C” or higher.

**Oral Expression competency** may be demonstrated in one of the following ways:

- Successful completion of the oral components in English 112 and English 231, 232, 241 or 242.
- Successful completion of COM 231 - Public Speaking.

**Mathematical Computation competency** may be demonstrated as follows:

AA-degree-seeking students must successfully complete one of the following courses:

MAT 143 Mathematical Literacy

- MAT 152 Statistical Methods I
- MAT 171 Precalculus Algebra

AS-degree-seeking students must successfully complete two of the following courses:

MAT 171 Precalculus Algebra

- MAT 172 Precalculus Trigonometry
- MAT 271 Calculus I

**Computer competency** may be demonstrated in one of the following ways:

- Passing score on the College’s computer literacy skills exam.
- Successful completion of a computer information/science course.

### **E-mail and Campus Post Office**

E-mail and hard-copy mail are the primary means of communicating with students about a wide variety of information, ranging from registration times to the annual FERPA notification. (Students are notified in advance that they are responsible for knowing information sent to them via e-mail or hard-copy mail).

E-mail is efficient and effective, but students may come to view it as spam if it is overused. Forthcoming deadlines, scholarship opportunities, and course schedule changes—important matters that are time-sensitive—are good candidates for notification to student accounts by e-mail.

### **Portals**

Portals are web-based services that allow users to organize and navigate electronic information available on the World Wide Web. They guide people into a broad variety of web-based resources, from e-mail to search engines and forums. Portals provide a unique, user-centered, often user-customized, means of communication. Instead of merely providing the user with flat content, the portal puts the user in charge of choosing what and how information is displayed. Within higher education, portals also allow the user to integrate academic and non-academic electronic information.

### **Fair and Accurate Credit Transactions Act (FACTA)**

Louisburg College complies with the provisions of Fair and Accurate Credit Transaction Act (FACTA) to assist students with the protection of personal information and safeguard students from identity theft.

Louisburg College collects only information required to conduct its business or as required by governmental agencies. Data is stored electronically on secured servers, and hard copy information is maintained in secured file cabinets. Access to student information by College personnel is granted on a need-to-know basis.

Louisburg College routinely publishes directory information, and every student is able to request omission from published directories through completion and submission of the required form available in the Registrar's Office. Louisburg College does not release non-directory student information to anyone without written permission of the student except as required by governmental agencies. Please refer to the FERPA section for additional information.

## **Privacy of Education Records**

Access to students' education records is regulated by the Family Educational Rights and Privacy Act (FERPA) of 1974. This Act, with which the College complies fully, was designed to protect the privacy of education records and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students have the right to file complaints with the Family Educational Rights and Privacy Act Office concerning alleged failures by the College to comply with the Act.

Local policy explains in detail the procedures to be used by the College for compliance with the provisions of the Act. Copies of the policy can be found on our website and in the following offices: dean of students, provost, registrar, and admissions.

Louisburg College categorizes the following information as directory information: name, address, telephone number, date and place of birth, parents' names, major field of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, weight and height of members of athletic teams, and the most recent previous educational institution attended by the student.

Under the FERPA Act, students have the right to:

1. Inspect and review the student's education records within 45 days of the day the College receives a request for access (students should submit a written request to review his/her educational records to the Registrar's Office);
2. Request amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA;
3. Provide written consent before the College discloses personally identifiable information from the student's education record, except to the extent that FERPA authorizes disclosure without consent;
4. Request nondisclosure of directory information (Louisburg College FERPA Form must be filed annually with the registrar if withholding of directory information is desired; Louisburg College assumes that failure on the part of any student to file a request for nondisclosure indicates approval for disclosure);
5. File a complaint with the United States Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

Questions concerning the Family Educational Rights and Privacy Act may be referred to the provost or registrar.

## **Recognition for Exceptional Achievements**

**Dean's List and Honor List:** The College seeks by every legitimate means to stimulate and reward exceptional achievements in all worthy lines of endeavor. Two honor lists are issued by the provost and the registrar to recognize exceptional achievement. Full-time students carrying a minimum of 12 semester credit hours of college-level credits with a grade point average of 3.50 to 4.00 will be eligible for the Dean's List issued at the end of the semester. In addition, those students carrying a minimum of 12 semester credit hours of college-level credits with a grade point average of 3.00 to 3.49 are recognized on the Honor List.

**Graduation with Honors:** Associate degree students with a grade point average of 4.00 will be graduated summa cum laude, those with a grade point average of 3.80-3.99 will be graduated magna cum laude, and those with a gpa of 3.50-3.79 will be graduated cum laude. All college-level course grades earned at Louisburg College that affect a student's gpa shall be used in determining eligibility for graduation with honors.

**Marshals:** The eight full-time enrolled freshman students with the highest scholastic average are asked to serve as marshals for the commencement exercises. Students with fewer than 28 semester hours earned are considered freshmen. A candidate should have accumulated a minimum of 12 semester hours toward graduation in previous semesters.

## Honor Fraternities

**Phi Theta Kappa:** Phi Theta Kappa (PTK) Honor Society is the oldest, largest and most prestigious honor society serving two-year colleges. The Gamma Upsilon Chapter of Phi Theta Kappa was chartered and organized at Louisburg College in December 1938. Membership is presently open to freshmen with a minimum grade point average of 3.50 who have earned at least 12 hours that can be applied to an associate's degree and to sophomores with a minimum grade point average of 3.50. Continued membership is contingent upon students maintaining a 3.25 grade point average. Good moral character and recognized qualities of citizenship are also emphasized for membership. Membership is by invitation only based on the stated requirements.

**Sigma Kappa Delta:** Sigma Kappa Delta is the English Honor Society for two-year colleges. It was founded in 1996 at Cottey College. Sigma Kappa Delta headquarters is currently located at Calhoun Community College. Louisburg College's Rho Epsilon chapter was chartered in 2013. The society strives to

- Confer distinction for high achievement in English language and literature in undergraduate studies;
- Provide, through its local chapters, cultural stimulation on college campuses and promote interest in literature and the English language in surrounding communities;
- Foster all aspects of the discipline of English, including literature, language, and writing;
- Promote exemplary character and good fellowship among its members;
- Exhibit high standards of academic excellence;
- Serve society by fostering literacy.

To qualify for membership, students must have:

- completed a minimum of one college English language (composition) or literature course at 100 level or above with a "B" average or better;
- completed at least 12 semester hours or the equivalent quarter-hours of college credit;
- a minimum 3.0 GPA on a 4.0 scale.

## **Awards**

### Commencement Day Awards Presentations

Each year the following major awards are presented during the Commencement Ceremony:

**The Alumni Scholarship:** This award was established in 1990 by the Louisburg College Alumni Association Board of Directors to recognize an outstanding rising second year student. Qualifications are based on academic record, school involvement, personal character, and aspirations. Monies for the scholarship are provided through alumni contributions.

**The Brantley Award:** This award is presented to the male and female candidates for graduation with the highest full-time two-year scholastic average. It was established by the late Reverend Allen P. Brantley, a member of the North Carolina Conference of the United Methodist Church and a former trustee of the College.

**The Isaac D. Moon Award:** This award is given to the most outstanding male and female candidates for graduation in the fields of leadership, scholarship, and citizenship. It was established by the Sophomore Class of 1961 in honor of Professor Moon, member of the faculty from 1936 to 1970. The recipients of this award are selected by a vote of faculty and staff.

**The Naomi Dickens Shaw Award for Faculty Teaching Excellence:** This award is given each year to a member of the faculty who demonstrates teaching excellence. The Reverend and Mrs. Caswell Shaw established the endowment that funds the award in memory of Mr. Shaw's mother, the late Naomi Dickens Shaw, Class of 1928. The recipient of this award is selected by a committee known only to the president of the College.

### Awards Day Presentations

A special Awards Day assembly is held each spring to recognize students who have excelled in various categories:

**The David Whitman Shearin Scholarship Award:** In honor of Professor Shearin, an annual award and scholarship is presented to the most outstanding freshman business student. Scholarship, activities, strength of character, and general conduct are all considered. Professor Shearin served the college for thirty-one years as an outstanding faculty member and leader in the business division.

**The Art Award:** The Art Award is given annually to the studio art student who has combined both fortitude and intuition in reflecting his or her own unique vision. The recipient will have excelled in both individual and group critique interaction.

**Outstanding Student Athlete:** An award is given annually to the male and female student athletes who have made the most outstanding contribution to the athletic program while achieving academic excellence and involvement in other extracurricular activities.

**The James H. Brown Award:** In honor of Captain James H. Brown, who taught in the Mathematics Department from 1962 to 1978, an award is presented annually to the student who has the highest average in at least two freshman level mathematics courses.

**The Dr. Owen Stephen Bunnell Associate in Science Award:** This award is presented annually to a graduating student in the Associate of Science program. The recipient is selected by the science faculty from students excelling in one or more of the following areas of study: biology, chemistry, and physics. This award was established in the spring of 1978. This award honors Dr. Bunnell, alum of Louisburg College, Class of 1976.

**The Peter A. Carlton Award in Biology:** Dr. Patrick W. Carlton, Class of 1957, and Richard A. Carlton have established an annual award for the student with the highest academic achievement in biological sciences. This award is given in memory of their father, Peter A. Carlton, an educator and longtime friend of Louisburg College.

**Chaplain's Service Award:** Chaplain's service awards are given to sophomores who have contributed outstanding service to the campus and community by their participation in the Christian Life Council and/or chapel services.

**Chemistry Award:** A chemistry award is given each year to the student who, in the opinion of the Department of Science, has achieved the highest excellence in the first year of General Chemistry.

**Foreign Language Awards:** These awards are presented to outstanding French and/or Spanish students each year.

**Golden Twig Botany Award:** Presented annually to the student who has achieved excellence in Botany.

**Bessie Arrington Gupton Distinguished Service Award:** This distinguished service fund has been established in memory of Mrs. Bessie Arrington Gupton, Class of 1908, by her sons, Samuel Gupton and Willis Gupton, Class of 1942. This fund will provide a cash award to a member of Louisburg College's faculty, staff, or student body who demonstrates outstanding and extraordinary service to the College.

**Intramural Awards:** Various students are recognized for their outstanding contribution to the intramural sports program. Students are recognized for officiating, participation, and sportsmanship.

**Elizabeth Johnson Award:** In honor of Elizabeth Johnson, who taught in the Mathematics Department from 1945-1974, an award is presented annually to the student who has attained the highest average in at least two calculus courses.

**Journalism Award:** An anonymous donor has established an annual award for that member of the sophomore class with the highest achievements in student journalism. The recipient is selected by a vote of the Humanities Division and other faculty members who are advisors to student publications.

**The Malone Award:** Mrs. Umphrey Lee of Louisburg has established an annual award for the graduate who has achieved the highest excellence in the field of English. This award is given in memory of Mrs. Lee's father, Edwin Hutchinson Malone, a former student at the Male Academy and later a trustee of the College.

**Music Award:** This award is presented to the student who has made the most outstanding contribution to the total music program at the College during the current school year.

**The Felton R. Nease Awards in Biology:** These cash awards, established in 1983 by the wife and daughter of Dr. Felton R. Nease, professor emeritus of biology at Louisburg College, are presented annually to the male and female freshmen who have shown excellence, plan careers in biology, and plan to return to Louisburg College the following year.

**Dorothy H. Sampson Creative Writing Award:** Thomas O'Keefe, a graduate of Louisburg College, and several members of the Humanities Department, have established a creative writing award in honor of the late Dorothy H. Sampson, a former professor of English at the College.

**The Robert A. Butler Social and Behavioral Science Award:** In honor of Professor Butler, an annual award is given to the sophomore student who has the most outstanding record in the field. A grade point average of 3.50 or higher on 12 or more hours in the social sciences and at least a 3.00 overall GPA is required.

**The Cortland Victor Smith Service Award:** The Sophomore Class and the Student Government Association of 1971-72 presented the sum of \$500 to establish the Cortland Victor Smith Service Award in memory of Dr. Cortland Victor Smith, who joined the Louisburg College faculty in 1965 and served with distinction until his death on February 9, 1972. Dr. Smith, at the time of his death, was chairman of the Department of Social Studies and of the Faculty Affairs Committee. The principal sum has been invested, and the income will be used to make an annual award to the student selected for his or her service to the College and the student body.

**Grady K. Snyder Award:** Honoring Grady K. Snyder, who taught in the Mathematics Department for 30 years and was department chair for 22 years, this award is presented to the student who has given outstanding effort in mathematics. This award honors Mr. Snyder, Louisburg College alum, Class of 1950.

**Award in Speech Communication:** Each year the Humanities Division recognizes the student or students who have achieved excellence in two areas of the speech communication field: theory/principles and performance.

**Roger B. Taylor Scholarship:** This is an annual award presented to a basketball player. The recipient is chosen on the basis of academic record, extracurricular activities, motivation, and financial need.

**Floyd J. Wingfield Scholarship:** This scholarship is presented annually to an athlete. The recipient is chosen on the basis of academic record, extracurricular activities, motivation, and financial need.

**Who's Who Among Students in American Junior Colleges:** This recognition is awarded annually to students who excel in academic and extracurricular activities, demonstrate citizenship and service to the College, and exhibit potential for future achievement.

**Non-Major Science Award:** This award is presented to recognize the non-science major who has achieved excellence in science.

**The Stafford Award:** This award is given by the Humanities Division in honor of Rev. Sidney Stafford to recognize his many years of service as well as devotion to Louisburg College as chaplain and religion and philosophy instructor. The recipient is a graduating or fourth-semester student who has taken a minimum of three religion and/or philosophy courses and who has demonstrated superior intellectual understanding and academic work in his or her studies.

**The Outstanding Phi Beta Lambda Member:** An annual award is given to the most outstanding member of Phi Beta Lambda business fraternity.

# Curriculum Description

## Instructional Methods

Louisburg College enrolls a wide variety of students with a wide range of learning styles and abilities. The faculty tries to meet each student's needs through a variety of instructional modes as described below.

**Traditional Instruction:** Most classes in all academic divisions use traditional techniques such as lectures, textbook assignments, discussions, small group work, library assignments, and laboratory exercises. Presentations may include use of computer technology. Syllabi, course schedule, lecture notes, assignments, and evaluation of students may involve use of the student portal on the World Wide Web.

**Individualized Instruction:** Students who need personal learning assistance in addition to the normal classroom setting may turn to several sources at Louisburg College. Instructors are available outside of class during generous office hours, and there are academic support centers for assistance in all academic subjects: science, mathematics, writing, reading, and computers. Additionally, some instructors provide extra review sessions and study guides, and they teach not only the subject matter, but also how to study and learn that particular subject.

**Independent Study Courses:** A student may be permitted in extraordinary situations to perform regular coursework as a tutorial, provided a full-time faculty member of Louisburg College consents and the appropriate division chair and provost approve. A syllabus and a course outline are required for all tutorial courses. The prior approval of the instructor, division chairperson and provost is required before the student can register for the course. Only courses less than three semester credit hours may be authorized to be taken by any student after the 60% point of the term. The student pays an additional charge equal to the part-time per credit hour charge for independent study courses before work commences.

**Hybrid Instruction:** A select number of classes are available to students that blend traditional instruction (face-to-face) and on-line instruction.

**Cooperative Education:** A student may receive a maximum of six co-op credit hours for any one semester, with a limit of 12 credit hours accepted toward graduation. Prerequisite for co-op is full-time enrollment of one semester or special permission from the provost. A student working toward the Associate of Arts or Associate of Science degree may earn up to 12 semester hours of credit for cooperative fieldwork experience in lieu of electives.

## Academic Support

The faculty at Louisburg is dedicated to the success of every student. Teaching and advising, not research, are our professors' primary responsibilities. Our dedicated faculty provides individual assistance, ensuring that each student is academically prepared to meet the requirements of four-year colleges and universities. Faculty members keep generous office hours; most provide home phone numbers and e-mail addresses. In addition, the college offers the following forms of academic support:

**First-Year Seminar:** All first year students enroll in ACA 122, College Transfer Success for one credit hour. The course, designed specifically for new college students, addresses three major themes to prepare students for academic success: goal discernment, learning strategies, and college culture.

**Small Classes:** The average class size is seventeen (1:13 teacher-student ratio), which provides greater contact with instructors and a greater opportunity for academic success.

**Academic Advisors:** Full-time and select part-time faculty members, learning specialists, and coaches serve as academic advisors and carry an average advisee load of 15 students.

**Librarians with Faculty Status:** Two full-time and two part-time librarians staff our "teaching" library, as well as one part-time audio-visual assistant. At least one librarian is available during library hours to assist students with their library needs.

**Office of Counseling Services:** A full-time counselor is available to students who desire to discuss academic, social, or personal issues, or career counseling.

**Accessibility Services (AS):** Contact Info: (919) 497-3236, Location: Rooms 107 and 111, Taft Building. The mission of AS is to focus on the abilities of all individuals while providing an accessible and welcoming academic community. AS has been established to ensure that every individual with a disability has an equal opportunity to participate in the college community. Any student or visitor with a documented disability who wishes to request appropriate accommodations may contact AS.

AS provides, arranges, and coordinates accommodations and services for individuals with disabilities. Not only is this in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA), but is also a part of our central purpose as a small college committed to offering an individualized approach to higher education. This is a free service to all individuals with documented physical, mental, psychological, or learning disabilities.

While each student in the post-secondary education setting is responsible for requesting accommodations, if desired, we recognize that every student's needs require a specific, individualized approach and plan. To ensure that each student's needs are fully and adequately addressed, AS will maintain disability-related documents and certifications of eligibility and meet with individuals to update them as appropriate. As well, we encourage open and frequent communication and planning interviews to keep abreast of the individual's changing needs.

In addition to working to provide accessibility to facilities and instruction, Louisburg College offers extensive services to help encourage success. Most of these services are available at no cost to the student, but we also offer a fee-based program that provides additional one-on-one academic support for those students with specific learning disabilities who would like extra help successfully transitioning to college. For more information, please contact the Learning Partners Program. All academic accommodations and auxiliary services are provided to students based on individualized needs, abilities, and limitations through documentation review, interaction, and interview. To ensure that appropriate accommodations are in place, new students should contact AS early, well before the academic school year begins. Returning students must meet with the director each semester to request accommodations and sign appropriate forms for that semester.

**Learning Partners (LP):** The Learning Partners Program is a comprehensive fee-based academic coaching program for college students with specific learning disabilities and/or attention deficit hyperactivity disorder that exceeds reasonable accommodations usually offered at the postsecondary level. Students enrolled in LP have the benefit of working with faculty who are specially trained in teaching students with learning disabilities. LP addresses learning differences by providing intensive and interactive partnerships that are designed to promote self-reliance and life-long learning skills. Specific advantages include individual tutorials with a learning specialist, strategy-based instruction, content tutoring, academic coaching, priority registration, and academic advising. Interested students who are admitted to Louisburg College must also meet the LP admission requirements. Students should apply early due to limited space. For more information, contact the LP program director.

### **Learning Support**

**Computer Labs:** Computer labs are located in the library, in Davis Hall, and in the Taft Building for student usage.

**Learning Partners (LP):** LP is a fee-based program which offers academic coaching and training in learning strategies to select students with learning disabilities and attention deficit/hyperactivity disorder.

**Academic Success Center:** Peer tutors are available throughout the week to help students with any academic subject, research, time management, or other academic concern. This resource is located on the first floor of the Cecil W. Robbins Library.

**Reading Lab:** The Reading Lab in Taft 212 is an integral part of the ENG 097 course. It provides the developmental student with individualized reading practice and skill improvement. The lab allows the student to work at his or her own pace and provides immediate feedback. The reading lab may also be used by students in other courses who are working with the faculty on reading in the content area.

**Writing Center:** The Writing Center, located in Taft 214, provides individual assistance with writing for English and other classes. The Writing Center is open weekdays. Appointments are encouraged, but students may drop in as well.

**The Math Lab** is provided by the Mathematics Department to support students in all of their math courses. Math faculty members staff this lab throughout the week. The Math Lab is located in the Taft Classroom Building room 312.

**Science Sessions** are provided weekly by science faculty members to assist students in all science courses. Science Sessions are held on First Floor Franklin Hall.

### Overview of Academic Programs

Louisburg College academic programs provide a variety of choices for the transfer-oriented student, students interested in immediate employment after two years of study, and students seeking personal enrichment.

1. **Associate of Arts** curriculum with multiple transfer-oriented options.
2. **Associate of Science** curriculum with multiple transfer-oriented options.
3. **Associate of Science in Business** curriculum with multiple transfer-oriented options.

### General Education

Louisburg College has at its core a general education curriculum that prepares students for transitioning to a four-year college and becoming life-long learners. General education learning competencies include Quantitative Reasoning, Critical Thinking, Written Communication, and Oral Communication. These competencies are reviewed by the faculty every two years and receive endorsement from the College's Board of Trustees.

The four competencies listed above are assessed in one or more of the following courses: Math 143, Math 171, English 111, English 112, Communications 231, History 131, and History 132. Each course has embedded assessment measures that assess the core competencies in that course.

**Core Competency #1:** The faculty define the core competency Quantitative Reasoning as the following: Louisburg College graduates will be able to problem-solve using logic and mathematical reasoning. Problem-solving through logic and mathematical reasoning includes performing basic algebraic, geometric, and statistical skills; estimation and checking for reasonableness of answers; and communicating quantitative information. The competency is evaluated in MAT 143 and MAT 171.

**Core Competency #2:** The faculty define the core competency Critical Thinking as the following: Louisburg College graduates will address diverse problems logically and critically through knowledge, comprehension, application, analysis, synthesis, and evaluation. The competency is evaluated in English 111, English 112, History 131, and History 132. Within these four courses the embedded assessment measures include common-curriculum prompts for writing assignments; evaluation of reading comprehension and articulated responses to societal, historical, or personal issues; pre- and post-test evaluation; and standardized critical thinking rubrics used in assessing responses. The first measure assesses the competency by requiring students to construct essays possessing thoughtful logical analysis to prompted problems. The second measure assesses the competency by requiring students to create summaries of relevant assertions and resources from accepted research. The third measure assesses the competency by evaluating student development over the course of a semester. The fourth measure assesses the competency by requiring students to demonstrate logical and well formulated responses to pertinent issues or historical periods.

**Core Competency #3:** The faculty define the core competency Written Communication as the following: Louisburg College graduates will be able to communicate effectively and coherently in writing. Coherent and effective writing

is well-organized, is audience-appropriate, is grammatically-correct, states objectives clearly, and uses adequate supporting evidence for assertions. The competency is evaluated in English 111 and English 112. Within these two courses the embedded assessment measures are pre- and post-test evaluation, standardized rubric evaluation of writings, and common prompts for writings evaluated by English Faculty. The first measure assesses the competency by requiring students to demonstrate improvement in Written Communication over the course of a semester. The second measure assesses the competency by requiring students to meet common, approved standards. The third measure assesses the competency by requiring students to demonstrate written acuity in response to an accepted cross- course assignment.

**Core Competency #4:** The faculty define the core competency Oral Communication as the following: Louisburg College graduates will be able to communicate effectively and coherently in public speaking. Effective and coherent public speaking demonstrates competent delivery skills, is well-organized, is audience-appropriate, is grammatically-correct, states objectives clearly, and uses adequate supporting evidence for assertions. The competency is evaluated in English 112 and Communications 231. Within these two courses the embedded assessment measures are standard speech modes across the curriculum and standardized evaluation rubrics. The first measure assesses the competency by requiring students to perform a variety of public speeches in different audience settings. The second measure assesses the competency by requiring students to meet the standards of an approved rubric.

### **Transfer Programs**

The vast majority of Louisburg College students transfer to senior institutions upon completion of their academic programs at Louisburg. Students earn an **Associate of Arts Degree in General College**, an **Associate of Science Degree in General Science**, or an **Associate of Science Degree in Business** by completing the requirements indicated below.

Almost any academic major may be started at Louisburg College. Selections of specific courses fulfilling each requirement in the curriculum should be made in terms of the student's prerequisite skills, expected major, and anticipated transfer requirements. Louisburg College maintains current information on transferability of courses through close coordination and transfer agreements with numerous colleges and universities. Programs of study have been developed in cooperation with the University of North Carolina system and are intended as blueprints for guiding students who plan to transfer into the system. Additional agreements have been established with other institutions for direct admission into professional programs. Academic advisors guide their advisees in course selection as well as career and transfer exploration. Students who are undecided about a college major will find ample opportunity to explore a variety of options at Louisburg College. The undecided student should follow the Associate of Arts in General College curriculum.

\* All students should refer to the “Academic Information” section regarding demonstration of competencies for the five academic competency requirement areas.

## Degree Programs

### Examples:

#### Associate of Arts Degree in General College for students who matriculate during or after August 2017:

FALL I		SPRING I		FALL II		SPRING II	
ENG 111	3	ENG 112	3	ENG 231 or 232 or 241 or 242	3	ENG 231 or 232 or 241 or 242	3
Art 111 or MUS 110	3	Lab Science	4	REL 110 or 211 or 212 or 221, or PHI 240	3	Gen Ed Elective	3
MAT 143 or 152 or 171	3	HIS 111 or HIS 112 or HIS 131 or HIS 132	3	CIS 110 or CIS 115	3	Gen Ed Elective	3
ACA 122	1	ART 131 or ART 283 or ART 264 or ART 266 or DRA 130 or DRA 111 or ENG 125	3	ECO 251 or 252, or HIS 111, 112, 131 or 132, or POL 120	3	Free Elective	3
PSY 150 or SOC 210	3	Free Elective	3	Gen Ed Elective	3	Free Elective	3
HEA 110	3						
<b>TOTAL</b>	<b>16</b>		<b>16</b>		<b>15</b>		<b>15</b>

A minimum of 61 semester hours and a 2.0 GPA are needed for graduation requirements

#### Associate of Science Degree in General Science for students who matriculate during or after August 2016:

FALL I		SPRING I		FALL II		SPRING II	
ENG 111	3	ENG 112	3	Math/Sci Elective	4	Math/Sci Elective	4
Lab Science	4	Lab Science	4	Math/Sci Elective	4	Math/Sci Elective	4
MAT 171	4	MAT 172	4	PSY 150 or SOC 210 or POL 120	3	REL 110 or 211 or 212 or 221	3
PED 110 or HEA 110	2/3	HIS 111 or 112 or 131 or 132	3	ENG 231 or 232 or 241 or 242	3	CIS 110 or 115	3
ACA 122	1			ART 111 or MUS 110	3		
<b>TOTAL</b>	<b>14/15</b>		<b>14</b>		<b>17</b>		<b>14</b>

A minimum of 60 semester hours and a 2.0 GPA are needed for graduation requirements.

#### Associate of Science Degree in Business for students who matriculate during or after August 2017:

FALL I		SPRING I		FALL II		SPRING II	
ENG 111	3	ENG 112	3	ACC 120	4	ACC 121	4
MAT 143 or 171	3/4	HIS 111 or 112 or 131 or 132	3	ECO 251	3	ECO 252	3
BUS 110	3	POL 120 or PSY 150 or SOC 210	3	BUS 260	3	BUS 228	3
ACA 122	1	REL 110 or 211 or 212 or 221	3	Lab Science Elective	4	ENG 231,232, 241, 242 or ART 111 or MUS 110	3
CIS 110 or 115 or 172	3	BUS 121	3	Business Elective	3	BUS 290	1
PED 110 or HEA 110	2/3			BUS 210 (Ind. Study)	1	Business Elective	3
<b>TOTAL</b>	<b>15-17</b>		<b>15</b>		<b>18</b>		<b>17</b>

A minimum of 62 semester hours and a 2.0 GPA are needed for graduation requirements.

## Academic Divisions

### Division of Humanities

*Mr. Tommy Jenkins, Chair*  
*Ms. Crystal Brantley, Executive Director of English*

The humanities cover a broad range of academic disciplines that have been, and continue to be, a crucial component of the educational goals of Louisburg College. The Humanities Division's learning objectives of competent written and oral communication, critical thinking, creative thinking, and aesthetic engagement support Louisburg College's

mission statement of building a strong foundation to prepare students for an academic journey that leads to a four-year college.

The humanities study human experience and how people interact with each other and their world. Religion and philosophy challenge students to examine ethical and spiritual questions while also instructing them on the context of religious and spiritual thought throughout history. Expressive arts play an important role in inspiring students to creative problem solving as well as in exploring personal growth. Language courses better students' communication skills both in written and oral form. Literature courses teach a history of human expression and the ability to engage with diverse cultures.

### **Division of Business Studies and Social Science**

*Dr. Kelvin Spragley, Chair*  
*Mr. Brian Sanders, Executive Director of Business Studies*

The Division of Business Studies and Social Science supports a broad course of studies including business, economics, computer technology, history, government, psychology, sociology, and education. The division supports students wishing to transfer to institutions offering bachelor degrees and/or to fulfill the requirements for the Associate of Science in Business degree. Additionally, the division offers courses needed by students who wish to meet college requirements in history, social science, and computer information systems (CIS).

The Associate of Science in Business degree is designed for students interested in a career in business including accounting, finance, marketing, human resources, management, and entrepreneurship. Program requirements include a strong liberal arts emphasis with required business courses in accounting, economics, statistics, professional development, and business electives. Business electives are offered to support and prepare students for intended business majors, minors, and interests.

The division supports the College's mission by emphasizing the role of the college as a teaching institution that values the individual student and faculty-student rapport. Students are our primary focus and are encouraged to be active partners in the educational process. To prepare students for the complexities and challenges of the 21st century, the curriculum emphasizes critical thinking, integrity, oral and written communication, teamwork, adaptability, and an appreciation of leadership that incorporates service to others. The faculty strives to infuse student learning with a spirit of enthusiasm, professionalism, and the goal of their students to excel. Faculty serve as academic advisors guiding students on course selection and sequencing.

### **Division of Mathematics and Science**

*Mrs. Ruth Barnes, Chair*  
*Mr. Daniel Bartholomew, Executive Director of Science*

The purpose of the Division of Mathematics and Science at Louisburg College is to provide instruction through university-parallel courses in the areas of mathematics and science, to assist students in the completion of baccalaureate degrees at senior institutions, and to provide a strong foundation in basic scientific and mathematical principles.

The division emphasizes an individualized approach to student learning through support services designed to enhance classroom instruction. Student counseling may be offered through conferences, which may include referral to appropriate college resources.

The faculty frequently engages in activities which enrich the community. Cooperative efforts between the division and the community provide students with opportunities for further growth.

### **Course Descriptions**

\*The following abbreviations are used throughout this section: **FA=Fall; SU=Summer; SP=Spring; SHC=Semester Hours Credit**

### **ACADEMIC RELATED**

**ACA 122. COLLEGE TRANSFER SUCCESS**

**1 SHC**

This course provides information and strategies necessary to develop clear academic and professional goals beyond the two-year college experience. Topics include college culture, career exploration, gathering information on senior institutions, strategic planning, critical thinking, and communications skills for a successful academic transition. Upon completion, students should be able to develop an academic plan to transition successfully to senior institutions. (2 contact hours) **FA, SP.**

#### **ACA 191. COLLEGE STUDY SKILLS**

**1 SHC**

This course is designed to improve the skills needed to be successful in college for students who have earned a GPA lower than 2.0 in one semester. The purpose of this course is to help students revisit the necessary skills to be successful in their academic career in order to improve their current GPA, while reflecting on their attitude and behaviors toward their academic career. Throughout the course, students will work on improving skills such as goal setting, time management, studying habits, paper writing, and comprehension. Students will also work and reflect on language skills, understanding plagiarism, and attitude toward their education. This course will include regular one-on-one meetings with the instructor to give students an opportunity to strengthen individual skills, become motivated, and be accountable for their academic success. This course will encourage participation so students will be engaged in developing their own skills. Further, this course will help lead students toward choosing their major to successfully plan steps toward their careers. (2 contact hours)

#### **ACA 220. PROFESSIONAL TRANSITION**

**1 SHC**

This course is designed to increase career awareness through activities designed to give students real-life experiences in the workplace. Participants are able to network with professionals, observe daily operations and experience an organization's culture. Students will research their desired career and have the opportunity to then conduct short interviews with people in their prospective professions to learn more about those fields. Students will be given the opportunity to job shadow by spending time with a professional witnessing first-hand the work environment and occupational skills in practice as well as potential career options.

### **ACCOUNTING**

#### **ACC 120. PRINCIPLES OF FINANCIAL ACCOUNTING**

**4 SHC**

An introductory course in accounting principles and practices that covers analysis and recording of business transactions, the basic accounting cycle, and financial statements that apply to service, merchandise, and manufacturing enterprises. Upon completion, students should be able to prepare financial statements, understand the role of financial information in decision-making and address ethical considerations. Use of general ledger software complements manual solution of problems. *Co-Requisite or pre-requisite: BUS 121. FA.*

#### **ACC 121. PRINCIPLES OF MANAGERIAL ACCOUNTING**

**4 SHC**

A continuation of accounting principles and practices relating to proprietorships, with particular attention to partnerships and business corporations. Emphasis is on managerial and cost accounting concepts for external and internal analysis, reporting and decision-making. Upon completion, students should be able to analyze and interpret transactions relating to managerial concepts including product-costing systems. Use of general ledger software complements manual solution of problems. *Prerequisite: Accounting 120 or permission of the instructor.*

### **ART**

#### **ART 111. ART APPRECIATION**

**3 SHC**

The student's understanding and appreciation of art will be enhanced by familiarity with three areas of art: the language of art (visual elements, principles of design, and style), the nature of the media used in art, and the history of art. Students will discuss how art has enhanced our environment and raised social consciousness across the span of recorded history. Via slide lecture, video, and CD-ROM presentations, students will grow aesthetically into a lifetime of the visual arts. **FA, SP.**

#### **ART 133. ART HISTORY**

**3 SHC**

A survey slide lecture course which exposes students to a broad overview of the history of art, its purpose, and its function. Emphasis is placed on the following cultures: Prehistoric, Egyptian, Greek, Roman, Pre-Columbian, Islamic, and Early Christian art. **FA.**

**ART 134. ART HISTORY****3 SHC**

A survey slide lecture course which is a chronological continuation of Art History 133. The student is introduced to the following periods of art: Gothic, Renaissance, Baroque, and the art of the modern world which includes: Romanticism, Impressionism, and art of the 20th century. Art History 133 is not a prerequisite for this course. **SP.**

**ART 135. FOUNDATION-SCULPTURE****3 SHC**

Exposure to various traditional, contemporary, and experimental approaches in developing literacy in the language of three-dimensional form in this studio course. Students gain technical skills and confidence while working with materials such as clay, wood, plaster, wire and plastics. Students are exposed to various hand and power tools. **FA.**

**ART 131. DRAWING I****3 SHC**

Drawing predates writing as a method of personal communication. This course aims to broaden the student's concepts about the art-making process and creative problem solving. As many different drawing mediums are explored as possible in this project-oriented studio class. Fundamental design components of line, form, space, texture and color are evaluated through individual or class critiques. The concept of learning how to see is constantly stressed. Upon completion, students should be able to demonstrate competence in the use of graphic form and various drawing processes. **FA, SP.**

**ART 210. INDEPENDENT STUDY****1-3 SHC**

Independent study in specialized areas of art as discussed in advance between the instructor and the student. Such areas may be historical or studio oriented. Development of a personal statement will be emphasized.

**ART 240. PAINTING 1****3 SHC**

This course introduces the language of painting and the use of various painting materials. Emphasis is placed on the understanding and use of various painting techniques, media, and color principles. Upon completion, students should be able to demonstrate competence in the use of creative processes directed toward the development of expressive form.

**ART 283. CERAMICS I****3 SHC**

Exposure to basic techniques which produce functional pottery. This course provides an introduction to three-dimensional design principles using the medium of clay. Emphasis is placed on fundamentals of forming, surface design, glaze application, and firing. Upon completion, students should be able to demonstrate skills in slab and coil construction, simple wheel forms, glaze technique, and creative expression. **FA, SP.**

**ASTRONOMY****AST 111. DESCRIPTIVE ASTRONOMY****4 SHC**

This course introduces an overall view of modern astronomy. Topics include an overview of the solar system, the sun, stars, galaxies and the larger universe. This course has a laboratory section in which emphasis is placed on experiences that enhance materials presented in class and provide practical experience. Upon completion, students should be able to demonstrate an understanding of the universe around them. This course will satisfy the UGETC requirement for the AA-General College program. **FA, SP.**

**BIOLOGY****BIO 104. HUMAN BIOLOGY****4 SHC**

A study of the human body, focusing on the structure, functions and common disorders of the major organ systems. The topics of genetics, development and evolution are included. This course consists of 3 hours of lecture and one 3-hour laboratory per week. Not open to students who have successfully completed BIO 168 or BIO 169. This course is designed as a lab science requirement for non-science majors and will not count toward the requirements for the Associate of Science in General Science degree. *Prerequisite: Biology 111 with a grade of "C" or higher.* **SP.**

**BIO 110. PRINCIPLES OF BIOLOGY****4 SHC**

This course provides a survey of fundamental biological principles for non-science majors. Emphasis is placed on basic chemistry, cell biology, metabolism, genetics, evolution, ecology, diversity, and other related topics. Upon completion, students should be able to demonstrate increased knowledge and better understanding of biology as it

applies to everyday life. Students must take the pre-test for this course by the end of the fourth day after the end of the add/drop period. Failure to do so will result in withdrawal from the course. This course satisfies the UGETC requirement for the AA-General College program. This course will not count toward the AS degree or AS in Business degree. **FA, SP.**

### **BIO 111. GENERAL BIOLOGY I**

**4 SHC**

This course introduces the principles and concepts of biology. Emphasis is placed on basic biological chemistry, molecular and cellular biology, metabolism and energy transformation, genetics, evolution, and other related topics. The course includes a laboratory section in which students are introduced to basic techniques of laboratory work and experimentation. Upon completion, students should be able to demonstrate understanding of life at the molecular and cellular levels. Students must take the pre-test for this course by the end of the fourth day after the end of the add/drop period. Failure to do so will result in withdrawal from the course. This course satisfies the UGETC requirement for both the AA-General College and AS-General Science programs. **FA, SP.**

### **BIO 112. GENERAL BIOLOGY II**

**4 SHC**

This course is a continuation of BIO 111. Emphasis is placed on organisms, evolution, biodiversity, plant and animal systems, ecology, and other related topics. The course includes a laboratory section in which students are introduced to basic biological concepts through dissection, experimentation, and examination of live and preserved specimens. Upon completion, students should be able to demonstrate comprehension of life at the organismal and ecological levels. The course is geared towards science majors, but it is open to any student interested in the subject material. *Prerequisite: Biology 111 with a grade of "C" or higher.* Students must take the pre-test for this course by the end of the fourth day after the end of the add/drop period. Failure to do so will result in withdrawal from the course. This course satisfies the UGETC requirement for the AS-General Science program only. **FA, SP.**

### **BIO 120. INTRODUCTORY BOTANY**

**4 SHC**

This course provides an introduction to the classification, relationships, structure, and function of plants. Topics include reproduction and development of seed and non-seed plants, levels of organization, form and function of systems, and a survey of major taxa. The course includes a laboratory section in which students are introduced to basic botanical concepts in the laboratory and in the field. Upon completion, students should be able to demonstrate comprehension of plant form and function, including selected taxa of both seed and non-seed plants. *Prerequisite: Biology 111 with a grade of "C" or higher.* This course satisfies the GEN ED requirement. **SP.**

### **BIO 130. INTRODUCTORY ZOOLOGY**

**4 SHC**

This course provides an introduction to the classification, relationships, structure, and function of major animal phyla. Emphasis is placed on levels of organization, reproduction and development, comparative systems, and a survey of selected phyla. The course includes a laboratory section in which students are introduced to basic zoological concepts through dissection, experimentation, and examination of live and preserved specimens. Upon completion, students should be able to demonstrate comprehension of animal form and function including comparative systems of selected groups. *Prerequisite: Biology 111 with a grade of "C" or higher.* This course satisfies the GEN ED requirement. **FA.**

### **BIO 140. ENVIRONMENTAL BIOLOGY**

**4 SHC**

This course provides an ecological approach to humans and their place in the ecosystem. This course introduces a comprehensive investigation of global environmental processes and the influences of human activities upon them. This one-semester course explores ecological concepts, world biomes, natural resources, conventional and renewable energy, toxicology, waste management, soil-air-water pollution and human population dynamics. Additionally, the social, economic, political, ethical and theological interrelationships of contemporary environmental challenges will be broadly integrated into the syllabus. Films, assigned readings and computer simulations will be used to explore these topics. This course provides a comprehensive laboratory component involving both laboratory and field investigations as well as field trips enabling students to gain hands-on experience with environmental technology and management practices. Upon completion of this course students will be able to demonstrate both practical skills and academic understanding of global environmental/ecological interrelationships and anthropogenic influences upon these systems. *Prerequisites: BIO 111 or completion of a UGETC Science Requirement.* This course is designed for science and non-science majors. This course satisfies the GEN ED requirement.

**BIO 145. ECOLOGY****4SHC**

This course provides an introduction to ecological as well as environmental sustainability concepts. Topics include population biology, predation, food chains/trophic levels, ecosystem energetics, biogeochemistry, mathematical modeling energy flow, nutrient cycling, succession, population dynamics, community structure, and other related topics. The role of biological, chemical and physical factors as well as anthropogenic influences will be explored. The course will require hands-on field trips, ecological biometry, and lab experiments. Upon completion, students should be able to demonstrate comprehension of ecosystem structure and dynamics. A comprehensive term paper of concepts and results as well as an oral presentation of results from ecological studies will be required in addition to laboratory exercise written reports. *Prerequisites: BIO 111 with a grade of C or higher.* This course is designed for science and non-science majors and counts as a pre-major and/or elective course.

**BIO 168. ANATOMY AND PHYSIOLOGY I****4 SHC**

This course provides a comprehensive study of the anatomy and physiology of the human body. Topics include body organization, homeostasis, cytology, histology, and the integumentary, skeletal, muscular, and nervous systems and special senses. The course includes a laboratory section in which students are introduced to basic concepts in human anatomy through dissection and examination of live and preserved specimens. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships. *Prerequisite: Biology 111 with a grade of "C" or higher; prerequisite or co-requisite: either Chemistry 151 or 130.* This course serves as a pre-major elective. **FA.**

**BIO 169. ANATOMY AND PHYSIOLOGY II****4 SHC**

This course provides a continuation of the comprehensive study of the anatomy and physiology of the human body. Topics include the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems as well as metabolism, nutrition, acid-base balance, and fluid and electrolyte balance. This course includes a laboratory section in which students are introduced to basic concepts in human physiology through experimentation and examination of live and preserved specimens. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships. *Prerequisite: a grade of "C" or higher in Biology 168.* This course serves as a pre-major elective. **SP.**

**BIO 202. FIELD BIOLOGY****4 SHC**

A study of plants and animals in their natural habitats with emphasis on habitats, collection, identification, and ecological relationships. Field work emphasizes flora and fauna of the Piedmont, but field trips to the North Carolina Mountains and the Coastal Plain are included. Particular attention is paid to field techniques and to identification of plants and animals by use of keys. *Prerequisite: Biology 111 with a grade of "C" or higher (Biology 112 and/or 120 and/or BIO 130 recommended but not required.)* Course offered based upon sufficient demand.

**BIO 210. INDEPENDENT STUDY****1-4 SHC**

Independent laboratory, field, and library investigation carried out under the supervision of a biology faculty member. *Prerequisite: Biology 111 with a grade of "C" or higher.*

**BIO 250. GENETICS****4 SHC**

This course covers principles of prokaryotic and eukaryotic cell genetics. Emphasis is placed on the molecular basis of heredity, chromosome structure, patterns of Mendelian and non-Mendelian inheritance, evolution, and biotechnological applications. This course includes a laboratory section which introduces students to basic genetic concepts through experimentation and examination of live specimens. Upon completion, students should be able to recognize and describe genetic phenomena and demonstrate knowledge of important genetic principles. *Prerequisite: Biology 111 with a grade of "C" or higher. Prerequisite or co-requisite: Chemistry 151 or 130.* This course serves as a pre-major elective. **FA.**

**BIO 275. MICROBIOLOGY****4 SHC**

This course covers principles of microbiology and the impact these organisms have on man and the environment. Topics include the various groups of microorganisms, their structure, physiology, genetics, microbial pathogenicity, infectious diseases, immunology, and selected practical applications. This course contains a laboratory section in which students will learn microbiological and sterilization techniques by the examination and cultivation of live

specimens. Upon completion, students should be able to demonstrate knowledge and skills including microscopy, aseptic technique, staining, culture methods, and identification of microorganisms. *Prerequisites: Biology 111 with a grade of "C" or higher and either Chemistry 151 or 130 with a grade of "C" or higher.* This course serves as a pre-major elective. **SP.**

## **BUSINESS**

### **BUS/INT 110. INTERNATIONAL BUSINESS**

**3 SHC**

This course provides an overview of the environment, concepts, and basic differences involved in international business. Topics include forms of foreign involvement, international trade theory, governmental influences on trade and strategies, international organizations, multinational corporations, personnel management, and international marketing. Upon completion, students should be able to describe the foundation of international business. **FA, SP.**

### **BUS 110. INTRODUCTION TO BUSINESS**

**3 SHC**

A survey course providing the student an introduction and solid foundation in the core disciplines of business - including finance, marketing, management, and human resources. An understanding of the core disciplines and their relations to one another will contribute to student success in the specified higher level business courses. Students enrolled in these courses will be challenged to integrate course specific knowledge through appreciative inquiry, application, and active learning. **FA, SP.**

### **BUS 120. MARKETING**

**3 SHC**

A course designed to introduce the student to the basic concepts, practices, and analytic techniques of marketing. The survey will include market decision making, buyer behavior, channels of distribution, marketing research, and international marketing. *Prerequisite: Business 110.* **FA, SP.**

### **BUS 121. BUSINESS MATH**

**3 SHC**

This course covers fundamental mathematical operations and their application to business problems. Topics include payroll, pricing, interest and discount, commission, taxes, and other pertinent uses of mathematics in the field of business. Upon completion, students should be able to apply mathematical concepts to business. *Prerequisite: placement out of or successful completion of MAT 095.*

### **BUS 125. PERSONAL FINANCE**

**3 SHC**

An introduction to personal finance. Topics include household budgeting, banking services, insurance, income taxes, consumer credit, and time value of money. Emphasis will be placed on helping students understand and make decisions about buying health and life insurance, buying versus renting a home, car-buying decisions, creating a budget, investment planning, and managing personal income. *Pre/co-requisite MAT 096 or higher.* **FA, SP.**

### **BUS 137. PRINCIPLES OF MANAGEMENT**

**3 SHC**

An introduction to management principles, practices, and research. The topics are approached through the management function/process framework. Extensive examinations of domestic and international cases and examples are included. A computerized competitive management simulation is used with participation lasting for the duration of the course. *Prerequisite: BUS 110.* **SP.**

### **BUS 210. INDEPENDENT STUDY**

**1-3 SHC**

A directed individual study course designed to permit students opportunity for examining special topics through research, special projects, and reading. *Prerequisite: Dependent upon topic.*

### **BUS 228 BUSINESS STATISTICS**

**3 SHC**

This course will provide an introduction to quantitative methods for management decision analysis. Topics include data collection and description, probabilistic and deterministic modeling, statistical estimation, prediction, and hypothesis testing, linear programming, scheduling and inventory modeling and their application to business. This course does not count towards the Associate of Science in General Science degree. *Prerequisite: MAT 096 or a higher-level mathematics course. A student may not receive credit for both BUS 228 and MAT 152 or both BUS 228 and MAT 252.* **SP.**

### **BUS 243. BUSINESS LAW**

**3 SHC**

A study of the legal practices and principles applied to contracts, sales, product liability, government regulations of business, business torts and crimes, bailments, negotiable instruments, partnerships, corporations, and insurance. **FA, SP.**

**BUS 260. BUSINESS COMMUNICATION**

**3 SHC**

A study of the principles and applications of good written and oral communications. This course is designed to develop critical writing and communication skills by providing instruction and practice in effective human relations and in preparing business letters, memoranda, reports, resumes and various employment search messages, and other organizational documents. *Prerequisite: English 111 or permission from instructor.* **FA, SP.**

**BUS 290. PROFESSIONAL DEVELOPMENT**

**1 SHC**

This course is designed for business students. It is a study of attitude, personality, speech, professional appearance, work habits, etiquette in the workplace, employer-employee relationships, and networking. **SP.**

**BUS 299. SMALL BUSINESS ENTREPRENEURSHIP**

**3 SHC**

This course is designed to provide students with the competencies necessary to prepare them for successful business ownership. The course includes the study of entrepreneurial characteristics, business ethics, basics of financing, marketing fundamentals, product considerations, location and layout concerns, pricing decisions, promotion strategies, and management concepts.

**CHEMISTRY**

**CHM 130. GENERAL, ORGANIC, & BIOCHEMISTRY**

**4 SHC**

This course provides a survey of basic facts and principles of general, organic, and biochemistry. Topics include measurement, molecular structure, nuclear chemistry, solutions, acid-base chemistry, gas laws, and the structure, properties, and reactions of major organic and biological groups. The course includes a 3-hour laboratory section in which students are introduced to techniques of laboratory work and experimentation with emphasis on experiences that enhance materials presented in lecture. Upon completion, students should be able to demonstrate an understanding of fundamental chemical concepts. A student cannot receive credit for both CHM 130 and CHM 151. *Pre/Co-requisite: MAT 096 or a higher-level mathematics course.* This course serves as a pre-major elective. **FA.**

**CHM 132. ORGANIC AND BIOCHEMISTRY**

**4 SHC**

This course provides a survey of major functional classes of compounds in organic and biochemistry. Topics include structure, properties, and reactions of the major organic and biological molecules and basic principles of metabolism. The course includes a laboratory section in which students are introduced to techniques of laboratory work and experimentation with emphasis on experiences that enhance materials presented in lecture. Upon completion, students should be able to demonstrate an understanding of fundamental chemical concepts needed to pursue studies in related professional fields. A student cannot receive credit for both CHM 132 and CHM 152. *Prerequisite: CHM 151 with a grade of "C" or higher.* This course satisfies the GEN ED requirement. **SP.**

**CHM 151. GENERAL CHEMISTRY I**

**4 SHC**

This course covers fundamental principles and laws of chemistry. Topics include measurement, atomic and molecular structure, periodicity, chemical reactions, chemical bonding, stoichiometry, thermochemistry, gas laws, and solutions. The course includes a 3 hour laboratory section in which students are introduced to techniques of laboratory work and experimentation with emphasis on experiences that enhance materials presented in lecture. Upon completion, students should be able to demonstrate an understanding of fundamental chemical laws and concepts as needed in CHM 152. A student cannot receive credit for both CHM 130 and CHM 151. *Prerequisite or Co-requisite: MAT 096 or a higher-level mathematics course.* This course satisfies the UGETC requirement for both the AA-General College and AS-General Science programs. **FA, SP.**

**CHM 152. GENERAL CHEMISTRY II**

**4 SHC**

This course provides a continuation of the study of the fundamental principles and laws of chemistry. Topics include kinetics, equilibrium, ionic and redox equations, acid-base theory, electrochemistry, thermodynamics, introduction to nuclear and organic chemistry, and complex ions. The course includes a 3-hour laboratory section in which students are introduced to techniques of laboratory work and experimentation with emphasis on experiences that enhance materials presented in lecture. Upon completion, students should be able to demonstrate an understanding

of chemical concepts as needed to pursue further study in chemistry and related professional fields. A student cannot receive credit for both CHM 132 and CHM 152. *Prerequisites: MAT 096 (or a higher numbered math course with a grade of "C" or higher) and CHM 151 with a grade of "C" or higher.* This course satisfies the UGETC requirement for the AS-General Science program. **FA, SP.**

### **CHM 251. ORGANIC CHEMISTRY I**

**4 SHC**

This course provides a systematic study of the theories, principles, and techniques of organic chemistry. Topics include nomenclature, structure, properties, reactions, and mechanisms of hydrocarbons, alkyl halides, alcohols, and ethers. Additionally, isomerization, stereochemistry, and spectroscopy will be covered. Upon completion, students should be able to demonstrate an understanding of the fundamental concepts of organic chemistry as needed in CHM 252. *Prerequisite: CHM 152 with a grade of "C" or higher.* This course serves as a pre-major elective. **FA.**

### **CHM 252. ORGANIC CHEMISTRY II**

**4 SHC**

This course provides continuation of the systematic study of the theories, principles, and techniques of organic chemistry. Topics include nomenclature, structure, properties, reactions, and mechanisms of aromatics, aldehydes, ketones, carboxylic acids and derivatives, amines and heterocyclics; multi-step synthesis will be emphasized. The course includes a 3-hour laboratory section in which students are introduced to techniques of laboratory work and experimentation with emphasis on experiences that enhance materials presented in lecture. Upon completion, students should be able to demonstrate an understanding of organic concepts as needed to pursue further study in chemistry and related professional fields. *Prerequisite: CHM 251 with a grade of "C" or higher.* This course serves as a pre-major elective. **SP.**

## **COMMUNICATION**

### **COM 110. INTRODUCTION TO COMMUNICATION**

**3 SHC**

This course provides an overview of the basic concepts of communication and the skills necessary to communicate in various contexts. Emphasis is placed on communication theories and techniques used in interpersonal group, public, intercultural, and mass communication situations. Upon completion, students should be able to explain and illustrate the forms and purposes of human communication in a variety of contexts. Gen ED course. **FA or SP.**

### **COM 120. INTRODUCTION TO INTERPERSONAL COMMUNICATION**

**3 SHC**

This course introduces the practices and principles of interpersonal communication in both dyadic and group settings. Emphasis is placed on the communication process, perception, listening, self-disclosure, speech apprehension, ethics, nonverbal communication, conflict, power, and dysfunctional communication relationships. Upon completion, students should be able to demonstrate interpersonal communication skills, apply basic principles of group discussion, and manage conflict in interpersonal communication situations. Gen ED. **FA, SP.**

### **COM 231. PUBLIC SPEAKING**

**3 SHC**

This course provides instruction and experience in preparation and delivery of speeches within a public setting and group discussion. Emphasis is placed on research, preparation, delivery, and evaluation of informative, persuasive, and special occasion public speaking. Upon completion, students should be able to prepare and deliver well-organized speeches and participate in group discussion with appropriate audiovisual support. UGETC *Prerequisite: A grade of "C" or better in ENG 111.* **FA or SP.**

## **COMPUTER INFORMATION SYSTEMS**

### **CIS 110. INTRODUCTION TO COMPUTERS AND THEIR APPLICATIONS**

**3 SHC**

A digital literacy course which introduces basic computer and related technologies including concepts and skills with emphasis on practical uses, functions, and operations. Topics include hardware, Internet concepts and skills, security issues, and the use of word processing, spreadsheet, database, and presentation software applications. Extensive laboratory exercises promote the use of computers to solve problems and foster productivity. **FA, SP.**

**CIS 115. INTRODUCTION TO PROGRAMMING & LOGIC****3 SHC**

This course introduces computer programming and problem solving in a structured program logic environment. Topics include language syntax, data types, program organization, problem solving methods, algorithm design, and logic control structures. Upon completion, students should be able to use top-down algorithm design, and implement algorithmic solutions in a programming language. *Co-requisite: MAT 096 or a higher numbered math course.* **FA, SP.**

**CIS 172. INTRODUCTION TO THE INTERNET****3 SHC**

This course introduces Internet navigational tools, services, and World Wide Web examining strategies. Topics include using internet protocols, browsers, search engines, file compression/decompression, FTP, email, LISTSERVERS, and other related topics. Issues that are addressed include privacy, security, usability, accessibility, and copyright. Upon completion, students should be able to create and deploy a webpage using HTML, retrieve/decompress files, e-mail, FTP, web sites evaluation, understanding E-business, and find and use various internet resources. **FA, SP.**

**CIS 208. WEB DESIGN I****3 SHC**

This course introduces Worldwide Web Consortium (W3C) standard client-side Internet programming using industry-established practices. Topics include JavaScript, markup elements, stylesheets, validation, accessibility, standards, and browsers. Upon completion, students should be able to develop hand-coded web pages using current markup standards. **FA, SP.**

**CIS 210. WEB DESIGN II****3 SHC**

This course introduces intermediate to advanced web design techniques. Topics include customer expectations, advanced markup language, multimedia technologies, usability and accessibility practices, and techniques for the evaluation of web design. Upon completion, students should be able to employ advanced techniques to create high impact and highly functional web sites. *Prerequisite: CIS 208.* **FA, SP.**

**DRAMA****DRA 101. REHEARSAL AND PERFORMANCE****1 SHC**

Students learn the interworkings of a dramatic production by participating in drama performances, by being in a play cast, or working in a supporting role (i.e. backstage, reservations, publicity, lighting, box office, etc.). **FA, SP.**

**DRA 111. THEATRE APPRECIATION****3 SHC**

This course provides a study of the art, craft, and business of the theatre. Emphasis is placed on the audience's appreciation of the work of the playwright, director, actor, designer, producer, and critic. Upon completion, students should be able to demonstrate a vocabulary of theatre terms and to recognize the contributions of various theatre artists.

**DRA 120. VOICE AND PERFORMANCE****3 SHC**

This course provides guided practice in the proper production of speech for the theatre. Emphasis is placed on improving speech, including breathing, articulation, pronunciation, and other vocal variables. Upon completion, students should be able to demonstrate effective theatrical speech.

**DRA 130. ACTING I****3 SHC**

This course provides an applied study of the actor's craft. Topics include role analysis, training the voice, and body concentration, discipline, and self-evaluation. Upon completion, students should be able to explore their creativity in an acting ensemble. Pre-major/Elective (6 contact hours). **FA, SP.**

**DRA 131. ACTING II****3 SHC**

This course provides additional hands-on practice in the actor's craft. Emphasis is placed on further analysis, characterization, growth, and training for acting competence. Upon completion, students should be able to explore their creativity in an acting ensemble. Pre-major/Elective (6 contact hours). **FA, SP.**

**DRA 140. STAGECRAFT I****3 SHC**

This course introduces the theory and basic construction of stage scenery and properties. Topics include stage carpentry, scene painting, stage electrics, properties, and backstage organization. Upon completion, students should be able to pursue vocational and avocational roles in technical theatre. Pre-major/Elective (6 contact hours). **FA, SP.**

**DRA 143. COSTUME DESIGN****3 SHC**

This course covers the analysis, research, design, and problem solving related to costume design. Emphasis is placed on director/designer communication, concepting, research, and rendering of designs. Upon completion, students should be able to demonstrate skills in communication, design process, and rendering. Pre-major/Elective (4 contact hours). **FA, SP.**

**DRA 210. INDEPENDENT STUDY****1-3 SHC**

Independent study in specialized dramatic subjects as discussed in advance between instructor and student. Such offerings may be in production, direction, or participation in such areas as comedy, tragedy and straight drama in both contemporary and classical areas. The course is designed to take the student beyond basic acting concepts.

**ECONOMICS****ECO 251. PRINCIPLES OF ECONOMICS (MICROECONOMICS)****3 SHC**

Introduces the student to the theory of the firm, household, and market behavior. Topics include demand, production and cost theory, market equilibrium under competitive and noncompetitive conditions, and problems of economic efficiency. **FA, SP.**

**ECO 252. PRINCIPLES OF ECONOMICS (MACROECONOMICS)****3 SHC**

Analysis of problems of contemporary national and international economics. Topics include the public economy, economic growth and development, inflation, employment and management by fiscal and monetary policies, and international trade. **FA, SP.**

**EDUCATION****EDU 121. EXPERIENTIAL CONCEPTS IN WOMEN'S EDUCATIONAL AND PROFESSIONAL LEADERSHIP****2 SHC**

This course provides students with opportunities to critically analyze and apply various theories of effective leadership to their educational experience and professional practice. It concentrates on women and their role as leaders in society using viewpoints from multiple academic disciplines. Topics will include several dimensions of leadership and personal development: social, occupational, emotional, spiritual, environmental, intellectual, and physical. We will draw from multiple readings, experiential learning, and leaders in the local community to investigate and consider complexities of gender, other identity determinants, and avenues for social and educational change. *Prerequisite: sophomore standing and permission of the instructor.* **FA.**

**EDU 122. EXPERIENTIAL APPLICATIONS IN WOMEN'S EDUCATIONAL AND PROFESSIONAL LEADERSHIP****1 SHC**

This course provides students with opportunities to critically analyze and apply various theories of effective leadership to their educational experience and professional practice. It concentrates on women and their role as leaders in society using viewpoints from multiple academic disciplines. The course focuses on the performance aspects of effective leadership including empowering others, building collaborative organizational cultures, making informed decisions and communicating them skillfully, and resolving conflicts. Participation involves application of theoretical leadership concepts through service learning, self-assessments, and community and campus engagement. *Prerequisite: EDU 121, sophomore standing, and permission of the instructor.* **SP.**

**EDU 163. CLASSROOM MANAGEMENT AND INSTRUCTION****3 SHC**

This course covers management and instructional techniques with school-age populations. Topics include classroom management and organization, teaching strategies, individual student differences and learning styles, and developmentally appropriate classroom guidance techniques. Upon completion, students should be able to utilize developmentally-appropriate behavior management and instructional strategies that enhance the teaching/learning process and promote students' academic success. *Prerequisite: EDU 216. Co-requisite: ENG 111.* **SP.**

**EDU 216. FOUNDATIONS OF EDUCATION****3 SHC**

Introduces students to the general field of education and helps them decide for which educational field they are best suited. Topics discussed include: the historical, social, and philosophical development of American education, requirements to teach, the applications of learning theory to educational systems and structures, analysis of gender, race, and socio-economic factors in education, teacher and parent rights and responsibilities, educational finance and educational evaluation. Students will also interact with educational practitioners. **FA, SP.**

**EDU 289. ADVANCED ISSUES IN SCHOOL-AGED PROGRAMS****3 SHC**

This course covers advanced topics and issues that relate to school-age programs. Emphasis is placed on current advocacy issues, emerging technology, professional growth, ethics, and organizations for providers / teachers working with school-age populations. Students will also participate in individualized study of problems and issues in pertinent areas of education. Upon completion, students should be able to list, discuss, and explain advanced current topics and issues surrounding school-aged populations. *Prerequisite: EDU 216. Co-requisite: ENG 112.* **SP.**

**ENGLISH****ENG 097. READING AND CRITICAL THINKING WORKSHOP****3 SHC**

An intensive course in college-level reading skills that will enable the student to learn and apply the essential reading skills needed for success in college work. The course will cover paragraph structure, development, and rhetorical patterns, as well as outlining and main-idea reading of texts. In particular, students will learn to recognize definitions, examples, enumeration, headings and subheadings, signal words, and main ideas in both paragraphs and short text selections. Students will practice outlining and summarizing. Students will learn to understand unfamiliar words in context and will systematically build vocabulary with attention paid to recognizing common root words, prefixes, and suffixes. Students will also learn to use a dictionary. The course also covers textbook previewing and marking. The course grade is based upon assignments, quizzes, and tests -- exclusive of exit exam. This course does not count towards graduation requirements. *This course is offered Pass/Fail only. This course may be a prerequisite to subsequent English courses.* **FA, SP.**

**ENG 098. DEVELOPMENTAL WRITING****3 SHC**

Review and concentrated drill in English fundamentals with particular attention to grammar and parts of speech, spelling, punctuation, capitalization, and vocabulary. The main objective is to equip the student with the skills necessary to succeed with the first college-level course, English Composition 111. Writing assignments are frequent but short. Attention is also given to arrangement and development of thoughts in written form. This course does not count towards graduation requirements. *This course is offered Pass/Fail only. This course may be a prerequisite to subsequent English courses.* **FA, SP.**

**ENG 111. WRITING AND INQUIRY****3 SHC**

This course is designed to develop the ability to produce clear writing in a variety of genres and formats using a recursive process. Emphasis includes inquiry, analysis, effective use of rhetorical strategies, thesis development, audience awareness, and revision. Upon completion, students should be able to produce unified, coherent, well-developed essays using standard written English. *Prerequisite: Appropriate Placement Test scores or successful completion of appropriate developmental writing courses (ENG 098).* **FA, SP.**

**ENG 112. WRITING AND RESEARCH IN THE DISCIPLINES****3 SHC**

This course, a second in a series of two, introduces research techniques, documentation styles, and writing strategies. Emphasis is placed on analyzing information and ideas and incorporating research findings into documented writing and research projects. Upon completion, students should be able to evaluate and synthesize information from primary and secondary sources using documentation appropriate to various disciplines. *Prerequisites: A grade of "C" or better in English 111 and appropriate Placement Test scores or successful completion of appropriate developmental reading course (ENG 097).* **FA, SP.**

**ENG 125. CREATIVE WRITING I****3SHC**

An introductory course in the writing of imaginative literature. This course is designed to provide students with the opportunity to practice the art of creative writing. Some contemporary writers are read and discussed; however, emphasis is placed on writing, fiction, poetry, and sketches. Upon completion, students should be able to craft and

critique their own writing and critique the writing of others. *Prerequisite: A grade of "C" or better in English 111.* **FA, SP.**

**ENG 131. INTRODUCTION TO LITERATURE**

**3 SHC**

This course introduces the principle genres of literature. It focuses on writing that involves critical reading and thinking and the analysis and interpretation of prose, poetry, and drama. Students will learn and assimilate concepts and terminology particular to each literary genre and demonstrate competency by constructing writing assignments that apply the same concepts and terminology to literary works. *Prerequisite: A grade of "C" or better in ENG 111.* **FA, SP.**

**ENG 200. INDEPENDENT STUDY**

**1-3 SHC**

A directed individual study course designed to permit students opportunity for examination of special topics through research, reading, or projects. Enrollment is by permission of instructor and approval by the division. *See "Independent Studies" for more information.*

**ENG 231. AMERICAN LITERATURE I**

**3 SHC**

This course covers a general survey of American literature from the Colonial Period to 1865. Emphasis is placed on historical background, cultural context and literary analysis of the major writers and their works in prose and poetry. Consideration of phases of literary development in America and the aims and literary theories of the authors is included. Students will assimilate concepts and literary terminology particular to these works and demonstrate competency by constructing writing assignments that apply these concepts and terminology. *Prerequisite: A grade of "C" or better in ENG 112.* **FA, SP.**

**ENG 232. AMERICAN LITERATURE II**

**3 SHC**

This course covers a general survey of American literature from 1865 to the present. Emphasis is placed on historical background, cultural context and literary analysis of the major writers and their works in prose, poetry and drama. Consideration of phases of literary development in America and the aims and literary theories of the authors is included. Students will assimilate concepts and literary terminology particular to these works and demonstrate competency by constructing writing assignments that apply these concepts and terminology. *Prerequisite: A grade of "C" or better in ENG 112.* **FA, SP.**

**ENG 235. SURVEY OF FILM LITERATURE**

**3 SHC**

This course provides a study of the medium of film with a focus on the historical impact and the various literary genres of movies. Emphasis is placed on an appreciation of film as a form of literature which demonstrates various elements of fiction (character, setting, theme, etc.). Upon completion, students should be able to analyze film critically in various literary contexts. Premajor/Elective. *Prerequisite: A grade of "C" or better in ENG 112.* **FA or SP.**

**ENG 241. BRITISH LITERATURE I**

**3 SHC**

This course covers selected works in British literature from its beginnings to the Romantic Period. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts. UGETC. *Prerequisite: A grade of "C" or better in ENG 112.* **FA or SP.**

**ENG 242. BRITISH LITERATURE II**

**3 SHC**

This course covers selected works in British literature from the Romantic Period to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts. UGETC. *Prerequisite: A grade of "C" or better in ENG 112.* **FA or SP.**

**ENG 261. WORLD LITERATURE I**

**3 SHC**

This course introduces selected works from the Pacific, Asia, Africa, Europe, and the Americas from their literary beginnings through the seventeenth century. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to selected works. Gen ED. *Prerequisite: A grade of "C" or better in ENG 112.* **FA or SP.**

**ENG 262. WORLD LITERATURE II****3SHC**

This course introduces selected works from the Pacific, Asia, Africa, Europe, and the Americas from the eighteenth century to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to selected works. Gen ED. *Prerequisite: A grade of "C" or better in ENG 112. FA or SP.*

**ENG 271. CONTEMPORARY LITERATURE****3 SHC**

This course includes a study of contemporary literature. Emphasis is placed on literary and cultural trends of selected texts. Upon completion, students should be able to interpret, analyze, and respond to the literature. Pre major/Elective. *Prerequisite: A grade of "C" or better in ENG 112. FA or SP.*

**ENG 273. AFRICAN-AMERICAN LITERATURE****3 SHC**

This course provides a survey of the development of African-American literature from its beginnings to the present. Emphasis is placed on historical and cultural context, themes, literary traditions, and backgrounds of the authors. Upon completion, students should be able to interpret, analyze, and respond to selected texts. Pre major/Elective. *Prerequisite: A grade of "C" or better in ENG 112. FA or SP.*

**ENG 275. SCIENCE FICTION****3 SHC**

This course covers the relationships between science and literature through analysis of short stories and novels. Emphasis is placed on scientific discoveries that shaped Western culture and our changing view of the universe as reflected in science fiction literature. Upon completion, students should be able to trace major themes and ideas and illustrate relationships between science, world views, and science fiction literature. Additionally, the course will analyze the genre's developmental trends, common themes and motifs, and correlations to established literary traditions from nascent origins to contemporary examples of SF. *Prerequisite: A grade of "C" or better in ENG 112*

**ENVIRONMENTAL, TECHNOLOGY, AND MANAGEMENT****ETM 101. RENEWABLE ENERGY****4 SHC**

This course provides students with a strong overall understanding of the fundamentals of wind and solar power generation and delivery systems. This course prepares the learner to assess the global energy picture; analyze the causes of wind and wind flow properties; assess the environmental effects of wind turbines and solar arrays; perform business and site assessments for wind and solar projects; propose a wind turbine and solar project, evaluate operation and maintenance of the turbine and solar system; and analyze the future of these renewable energy sources. This course also is designed as an introduction to Solar Photovoltaic (PV) technology and will help students achieve a basic knowledge of the applications, design, installation and operation of solar PV systems. At the end of the course, students are eligible to take the North American Board of Certified Energy Practitioners (NABCEP) Photovoltaic (PV) Entry Level Certificate of Knowledge Exam, and the NABCEP Entry Level Certificate Wind Turbine Energy Exam. **This course can be taken only by students in the Associate of Science - General Science Environmental Technology and Management Program.** *Prerequisite: Successful completion of ENG 098 or appropriate placement test score.* This course does not count in the 60 semester hours of credit required for the Associate of Science in General Science curriculum. This course does not count towards the Associate of Science in Business degree or the Associate of Arts General College degree.

**ETM 201. ENVIRONMENTAL MANAGEMENT****4 SHC**

This course covers management of hazardous materials and hazardous waste in industrial and institutional settings. Emphasis is on compliance with applicable regulations promulgated by the US Environmental Protection Agency and the US Department of Transportation, as enforced by North Carolina State agencies. At the end of the course, students are eligible to take the EPA 40 Hour HAZWOPER and 40 HOUR OSHA certification exams. *Prerequisite: Successful completion of ENG 098 or an appropriate placement test score.* **This course can be taken only by students in the Associate of Science General Science Environmental Technology and Management Program.** This course does not count in the 60 semester hours of credit required for the Associate of Science in General Science curriculum. This course does not count towards the Associate of Science in Business degree or the Associate of Arts General College degree.

**ETM 275. ENVIRONMENTAL TECHNOLOGY AND MANAGEMENT****1 SHC**

Students in the Associate of Science General Science Environmental Technology and Management Program are required to obtain a paid or voluntary internship in the sustainable energy field (solar or wind). All work assignments are controlled and require the student to file periodic work reports and a final comprehensive summary on the educational value of the work experience. The internship may be served in a private or governmental agency. The term length of the internship will be a minimum of 8 weeks. Prior to beginning the internship, the student, in cooperation with his or her divisional coordinator and employer, formulates educational and vocational objectives relevant to his or her field of study. Student performance and progress will be monitored for the duration of the internship. At the end of the internship, the student must write a comprehensive 5-7 page report about his or her experience and address the accomplishment of stated goals. Copies of the written report are provided to the faculty member overseeing the internship as well as to the supporting sponsor. **This course can be taken only by students in the Associate of Science General Science Environmental Technology and Management Program.** This course does not count in the 60 semester hours of credit required for the Associate of Science in General Science curriculum. This course does not count towards the Associate of Science in Business degree or the Associate of Arts General College degree. *Prerequisite: Full-time enrollment of at least one semester at Louisburg College and successful completion of either ETM 101 or ETM 201 or special permission from the Academic Dean.*

## **GEOGRAPHY**

### **GEO 111. WORLD REGIONAL GEOGRAPHY**

**3 SHC**

Introduces the regional concept which emphasizes the spatial association of people and their environment. Emphasis is placed on the physical, cultural, and economic systems that interact to produce the distinct regions of the earth. Upon completion, students should be able to describe variations in physical and cultural features of a region and demonstrate an understanding of their functional relationships. **SP.**

## **HEALTH**

### **HEA 110. PERSONAL HEALTH/WELLNESS**

**3 SHC**

This course provides an introduction to basic personal health and wellness. Emphasis is placed on current health issues such as nutrition, mental health, and fitness. Upon completion, students should be able to demonstrate an understanding of the factors necessary to the maintenance of health and wellness.

### **HEA 112. FIRST AID & CPR**

**2 SHC**

This course introduces the basics of emergency first aid treatment. Topics include rescue breathing, CPR, first aid for choking and bleeding, and other first aid procedures. Upon completion, students should be able to demonstrate skills in providing emergency care for the sick and injured until medical help can be obtained.

### **HEA 120. COMMUNITY HEALTH**

**3 SHC**

This course provides information about contemporary community health and school hygiene issues. Topics include health education and current information about health trends. Upon completion, students should be able to recognize and devise strategies to prevent today's community health problems. This course counts as a pre-major and/or elective course.

## **HISTORY**

### **HIS 101. WESTERN CIVILIZATION FROM 1300 TO 1815.**

**3 SHC**

A survey course that examines the origins and characteristics of Early Modern Europe and introduces students to the basic principles of historical study. Emphasis is placed on examination of the Late Middle Ages and Renaissance, the Age of Reformation, the evolution of English constitutional monarchy, and the rise and fall of the Old Regime in France. **FA, SP.**

### **HIS 102. WESTERN CIVILIZATION SINCE 1815**

**3 SHC**

A survey course that examines the political revolutions of 19th century Europe; the rise of nationalism, imperialism, and totalitarianism; the World Wars; the Cold War; and contemporary foreign affairs. **FA, SP.**

### **HIS 111. WORLD CIVILIZATION I**

**3 SHC**

This course introduces world history from the dawn of civilization to the early modern era. Topics include Eurasian, African, American, and Greco-Roman civilizations and Christian, Islamic and Byzantine cultures. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in pre-modern world civilizations. **FA, SP.**

**HIS 112. WORLD CIVILIZATION II** **3 SHC**

This course introduces world history from the early modern era to the present. Topics include the cultures of Africa, Europe, India, China, Japan, and the Americas. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in modern world civilizations. **FA, SP.**

**HIS 131. AMERICAN HISTORY TO 1865** **3 SHC**

A survey of the early history of the United States that focuses on the colonial and revolutionary periods and on the increasing sectionalism that led to the Civil War. Students learn about notable leaders and major events in the political, social, and economic development of the nation. **FA, SP.**

**HIS 132. AMERICAN HISTORY SINCE 1865** **3 SHC**

A survey of American history, which begins with an overview of the era of Civil War and Reconstruction and ends with a review of major trends since World War II. Other topics include chronological and topical examinations of the late nineteenth century, the Progressive era, and New Deal. **FA, SP.**

**HIS 200. INDEPENDENT STUDY** **1-3 SHC**

A directed individual study course designed to permit students opportunities for examination of special topics through research and/or reading beyond the usual scope of survey courses. Enrollment is by permission of the instructor who will determine semester hour credit.

**HIS 225. AFRICAN-AMERICAN HISTORY** **3 SHC**

A survey of significant political, socioeconomic, and cultural developments in African-American history from the colonial period to the present. Topics include African origins, the slave trade, the Civil War, Reconstruction, the Jim Crow era, the civil rights movement, and contributions of African Americans. (*This course transfers as an elective within the University system.*) **FA, SP.**

**HIS 236. NORTH CAROLINA HISTORY** **3 SHC**

The history of North Carolina from the time of original native/indigenous cultures to the present, with attention given to cultural, socio-economic, and political trends. The state's relationship to other southern states and to the nation will be considered. Students will discover, discuss, and write about original documents from throughout the state's history. **FA, SP.**

**HOSPITALITY**

**HRM 110. INTRODUCTION TO HOSPITALITY** **3 SHC**

This course covers the growth and progress of the hospitality industry. Topics include tourism, lodging, resorts, gaming, restaurants, foodservice, and clubs. Upon completion, students should be able to demonstrate an understanding of the background, context, and career opportunities that exist within the hospitality industry.

*Prerequisite: BUS 110.*

**HUMANITIES**

**HUM 115. CRITICAL THINKING** **3 SHC**

This course introduces the use of critical thinking skills in the context of human conflict. Emphasis is placed on evaluating information, problem solving, approaching cross-cultural perspectives, and resolving controversies and dilemmas. Upon completion, students should be able to demonstrate orally and in writing the use of critical thinking skills in the analysis of appropriate texts. **GEN ED. FA or SP.**

**HUM 160. INTRODUCTION TO FILM** **3 SHC**

Through viewing and studying particular films and crafting art projects inspired by the films, this course explores the connection between art and film, and the influence of the arts on film. The course also analyzes sources of personal inspiration and artistic voice. **SP.**

### **HUM 180. HUMANITIES**

**1 SHC**

A course designed to encourage student attendance at cultural events on the Louisburg College campus. These events involve the disciplines of art, music, drama, lecture, dance, and film. Attendance at approximately 13 to 15 events is required per semester. The attendance requirements will vary each semester as the number and types of events vary. The course may be taken more than once, but does not fulfill the three-hour Fine Arts graduation requirement. **FA, SP.**

### **HUM 191. SELECTED TOPICS IN TUTOR LEADERSHIP DEVELOPMENT**

**1 SHC**

This hybrid course introduces the theoretical framework and requires practical application of learning support approaches in one-on-one and small group situations. Students will work toward becoming paraprofessionals who support their peers in not only discipline-specific courses, but also broad academic skills such as time management, study skills, and test preparation. Topics and activities include: learning/study strategies; structuring and conducting diverse tutoring sessions; maintaining academic integrity; utilizing resources and developing supplemental materials for student use; and managing an academic support center. *Prerequisites: placement out of or successful completion of developmental courses, minimum 14 hours of curriculum-level credit earned; 3.5 or higher cumulative GPA; references; clean conduct record; screening interview.* **FA, SP.**

### **HUM 230. LEADERSHIP DEVELOPMENT**

**3 SHC**

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. The course integrates readings from the humanities, experiential exercises, films, and contemporary readings on leadership. *Prerequisite: English 111.*

## **MATHEMATICS**

### **MAT 095. AA MATH**

**(4 contact hours per week) 3 SHC**

This course is designed to prepare a student for the Quantitative Literacy college-level math course. This course will provide a conceptual study of the different sets of numbers involving basic algebraic and geometric principles, including order of operation, evaluating expressions and formulas, perimeter, area, circumference and Pythagorean Theorem. The course will include problems represented by rates, ratios, percent and proportions. It will also include the solving of application problems involving linear equations and inequalities. This course does not count towards the mathematics graduation requirements but may be needed as a prerequisite for other mathematics or science courses based on a student's math placement test score. This course is offered Pass/Fail only. Students must take the pre-test for this course by the end of the fourth day after the end of the add/drop period. Failure to do so will result in withdrawal from the course. **FA, SP.**

### **MAT 096. AS MATH**

**(4 contact hours per week) 3 SHC**

This course is designed to prepare a student for the Pre-calculus college-level math course. Algebraic topics include basic polynomial operations, factoring polynomials, operations with rational expressions, exponents and radicals; solving the following types of equations: linear, quadratic, absolute value, radical and rational equations; solving linear and absolute value inequalities. This course also includes graphing equations in two variables. This course does not count towards the mathematics graduation requirement but may be needed as a prerequisite for other mathematics or science courses based on a student's math placement test score. This course is offered Pass/Fail only. *Prerequisite: High School Algebra I, or Algebra IA and IB, or equivalent, and a mathematics placement test score as designated by the Mathematics Department.* Students must take the pre-test for this course by the end of the fourth day after the end of the add/drop period. Failure to do so will result in withdrawal from the course. **FA, SP.**

### **MAT 143. QUANTITATIVE LITERACY**

**3 SHC**

This course is designed to engage students in complex and realistic situations involving the mathematical phenomena of quantity, change and relationship, and uncertainty through project- and activity-based assessment. Emphasis is placed on authentic contexts which will introduce the concepts of numeracy, proportional reasoning, dimensional analysis, rates of growth, personal finance, consumer statistics, practical probabilities, and mathematics for citizenship. Upon completion, students should be able to utilize quantitative information as consumers and to

make personal, professional, and civic decisions by decoding, interpreting, using, and communicating quantitative information found in modern media and encountered in everyday life. *Prerequisite: A grade of "P" in MAT 095 or MAT 096 or MAT 099 or a mathematics placement test score as designated by the Mathematics Department.* Students must take the pre-test for this course by the end of the fourth day after the end of the add/drop period. Failure to do so will result in withdrawal from the course. This course will satisfy the UGETC requirement for the AA-General College program. This course counts as a free elective (not a math/science elective) in the Associate of Science in General Science degree. It is recommended that students check transferability of MAT 143 in their chosen major at their four-year college or university prior to enrolling in this course. **FA, SP.**

### **MAT 152. STATISTICAL METHODS I**

**4 SHC**

This course provides a project-based approach to introductory statistics with an emphasis on using real-world data and statistical literacy. Topics include descriptive statistics, correlation and regression, basic probability, discrete and continuous probability distributions, confidence intervals and hypothesis testing. Upon completion, students should be able to use appropriate technology to describe important characteristics of a data set, draw inferences about a population from sample data, and interpret and communicate results. Minimum prerequisite: MAT 095; however, the Mathematics Department strongly recommends satisfactory completion of either MAT 096 or a 100-level Mathematics course prior to enrolling in MAT 152. A student may not receive credit for both BUS 228 and MAT 152. Students must take the pre-test for this course by the end of the fourth day after the end of the add/drop period. Failure to do so will result in withdrawal from the course. This course has been identified as a Universal General Education Transfer Component (UGETC) course for the AA degree program or a GEN ED course for the AS. **SP.**

### **MAT 171. PRECALCULUS ALGEBRA**

**4 SHC**

This course is designed to develop topics which are fundamental to the study of Calculus. Emphasis is placed on solving equations and inequalities, solving systems of equations and inequalities, and analysis of functions (absolute value, radical, polynomial, rational, exponential, and logarithmic) in multiple representations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to algebra-related problems with and without technology. *Prerequisite: A grade of "RP" in Mat 096 or appropriate placement test score.* Students must take the pre-test for this course by the end of the fourth day after the end of the drop/add period. Failure to do so will result in withdrawal from the course. This course will satisfy the UGETC requirement for both the AA-General College and AS- General Science programs. **FA, SP.**

### **MAT 172. PRECALCULUS TRIGONOMETRY**

**4 SHC**

This course is designed to develop an understanding of topics which are fundamental to the study of Calculus. Emphasis is placed on the analysis of trigonometric functions in multiple representations, right and oblique triangles, vectors, polar coordinates, conic sections, and parametric equations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to trigonometry-related problems with and without technology. *Prerequisite: A grade of "C" or higher in MAT 171 or equivalent.* A course waiver for Mat 171 can be sought through the division chair. No credit will be given for a waived course and student will be required to demonstrate competency in Mat 171. Students must take the pre-test for this course by the end of the fourth day after the end of the drop/add period. Failure to do so will result in withdrawal from the course. This course will satisfy the UGETC requirement for the AS- General Science program. **FA, SP.**

### **MAT 210. INDEPENDENT STUDY**

**2-4 SHC**

Independent study in specialized mathematics subjects under the supervision of mathematics faculty. Course design, goals, content and requirements vary with the project attempted. The purpose is to provide exceptional mathematics students the opportunity for an in-depth supervised study of a subject area not covered in the structured mathematics courses offered. *See "Independent Studies" for more information.*

### **MAT 252. STATISTICAL METHODS II**

**4 SHC**

This course is designed to provide a technology-based treatment of multiple sample inferential statistics. Emphasis is placed on two sample hypothesis tests and confidence intervals, linear and multiple regression, analysis of variance, experimental design, and non-parametric techniques. Upon completion, students should be able to draw statistical inferences and communicate results on multiple sample data taken from business and health, social, natural, and applied sciences. *Prerequisites: MAT 152 and MAT 171.* This course has been identified as a Pre-Major/Elective.

**MAT 271. CALCULUS I****4 SHC**

This course is designed to develop the topics of differential and integral calculus. Emphasis is placed on limits, continuity, derivatives and integrals of algebraic and transcendental functions of one variable. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to derivative-related problems with and without technology. *Prerequisites: MAT 171 AND MAT 172 or equivalent course.* A course waiver for Mat 171 and 172 can be sought through the Division Chair. No credit will be given for a waived course and student will be required to demonstrate competency in both Mat 171 and Mat 172. This course will satisfy the UGETC requirement for the AS-General Science program. **FA, SP.**

**MAT 272. CALCULUS II****4 SHC**

This course is designed to develop advanced topics of differential and integral calculus. Emphasis is placed on the applications of definite integrals, techniques of integration, indeterminate forms, improper integrals, infinite series, conic sections, parametric equations, polar coordinates, and differential equations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to integral-related problems with and without technology. *Prerequisite: MAT 271 or equivalent.* A course waiver for Mat 271 can be sought through the Division Chair. No credit will be given for a waived course and student will be required to demonstrate competency in Mat 271. This course will satisfy the UGETC requirement for the AS-General Science program. **FA, SP.**

**MAT 273. CALCULUS III****4 SHC**

This course is designed to develop the topics of multivariate calculus. Emphasis is placed on multivariate functions, partial derivatives, multiple integration, solid analytical geometry, vector valued functions, and line and surface integrals. Upon completion, students should be able to select and use appropriate models and techniques for finding the solution to multivariate-related problems with and without technology. *Prerequisite: MAT 272 or equivalent.* This course will satisfy the GEN ED requirement for the AS-General Science Program. **SP.**

**MAT 280. LINEAR ALGEBRA****3 SHC**

This course provides an introduction to linear algebra topics. Emphasis is placed on the development of abstract concepts and applications for vectors, systems of equations, matrices, determinants, vector spaces, multi-dimensional linear transformations, eigenvectors, eigenvalues, diagonalization and orthogonality. Upon completion, students should be able to demonstrate understanding of the theoretical concepts and select and use appropriate models and techniques for finding solutions to linear algebra-related problems with and without technology. *Prerequisite: MAT 271 with a grade of "C" or higher.* This course serves as a Pre-Major Elective. **FA, SP.**

**MAT 285. DIFFERENTIAL EQUATIONS****3 SHC**

This course provides an introduction to topics involving ordinary differential equations. Emphasis is placed on the development of abstract concepts and applications for first-order and linear higher-order differential equations, systems of differential equations, numerical methods, series solutions, eigenvalues and eigenvectors, and Laplace transforms. Upon completion, students should be able to demonstrate understanding of the theoretical concepts and select and use appropriate models and techniques for finding solutions to differential equations-related problems with and without technology. *Prerequisite: MAT 272 with a grade of "C" or higher.* This course serves as a Pre-Major Elective. **FA, SP.**

**MUSIC****MUS 110. MUSIC APPRECIATION****3 SHC**

A study of Western music from the Middle Ages to the present day. Course exposes students to trends in music that are similar throughout this entire period. Emphasis on history, repertory, composers, performance practice, and socio-political influences on music. **FA, SP**

**MUS 121. MUSIC THEORY I****3 SHC**

This course provides an in-depth introduction to the fundamental rhythmic, harmonic and melodic aspects of music. Musical concepts covered will include dynamics, rhythm, meter, clefs, melodic/harmonic intervals, scales, keys, transposition, major/minor triads, circle of fifths, part writing, ear-training, sight-singing, and basic progressions.

Upon completion, students should be able to demonstrate proficiency in the recognition and application of the above. Prior musical experience is recommended but not required. Prerequisites: None.

**MUS 122. MUSIC THEORY II**

**3 SHC**

This course is a continuation of studies begun in MUS 121. Emphasis is placed on advanced melodic, rhythmic, and harmonic analysis and continued studies in part-writing, ear-training, and sight-singing. Upon completion, students should be able to demonstrate proficiency in the recognition and application of the above. Prerequisites: MUS 121.

**MUS 131. CHORUS I**

**1 SHC**

This course provides an opportunity to gain experience singing in a chorus. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Upon completion, students should be able to demonstrate skills needed to participate in choral singing leading to performance. **FA, SP**

**MUS 132. CHORUS II**

**1 SHC**

This course provides a continuation of studies begun in MUS 131. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Upon completion, students should be able to demonstrate skills needed to participate in choral singing leading to performance. Prereq: MUS 131 or approval of instructor **FA, SP**

**MUS 133. BAND I**

**1 SHC**

This course provides an opportunity for those who play a band instrument to gain experience playing in an ensemble. Emphasis is placed on band techniques and the study and performance of a variety of styles and periods of band literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance. **FA, SP**

**MUS 134. BAND II**

**1 SHC**

This course is a continuation of MUS 133. Emphasis is placed on band techniques and the study and performance of a variety of styles and periods of band literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance. *Prerequisite: MUS 133 or approval of instructor* **FA, SP**

**MUS 141. ENSEMBLE I**

**1 SHC**

This course provides an opportunity to perform in any combination of instrumental, vocal, or keyboard groups of two or more. Emphasis is placed on the development of performance skills and the study of a variety of styles and periods of ensemble literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance. **FA, SP**

**MUS 142. ENSEMBLE II**

**1 SHC**

This course is a continuation of MUS 141 (groups of two or more). Emphasis is placed on the development of performance skills and the study of a variety of styles and periods of ensemble literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance. **FA, SP**

**MUS 151. CLASS MUSIC I**

**1 SHC**

This course provides group instruction in skills and techniques of the particular instrument or voice for those with little or no previous experience. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance. **FA, SP**

**MUS 152. CLASS MUSIC II**

**1 SHC**

This course is a continuation of the group instruction of MUS 151. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance. *Prerequisite: MUS 151 or approval of instructor* **FA, SP**

**MUS 161. APPLIED MUSIC I**

**2 SHC**

This course provides individual instruction in the skills and techniques of the particular instrument or voice. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance. **FA, SP**

**MUS 162. APPLIED MUSIC II**

**2 SHC**

This course is a continuation of the individual instruction of MUS 161. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance. *Prerequisite: MUS 161 or approval of instructor.* **FA, SP**

**MUS 210. INDEPENDENT STUDY**

**1-3 SHC**

Independent study in specialized music subjects as discussed in advance between the instructor and student. Such offerings might include: music theory/harmony/ear-training covering harmonic analysis, part-writing from a given bass or treble line (rules of voice-leading), and sight-singing from the Common Practice (Classical and early Romantic) period. Successive semesters might follow this description beginning with the chromaticists in the 1860s through Impressionistic works and atonal analysis. Other private study available in composition, elementary school education, conducting, and organ.

**PHILOSOPHY**

**PHI 240. INTRODUCTION TO ETHICS**

**3SHC**

This course introduces theories about the nature and foundations of moral judgments and applications to contemporary moral issues. Emphasis is placed on moral theories such as consequentialism, deontology, and virtue ethics. Upon completion students should be able to apply various ethical theories to moral issues such as abortion, capital punishment, poverty, war, terrorism, the treatment of animals, and issues arising from new technologies. **FA, SP.** *Prerequisite: ENG 111*

**PHYSICAL EDUCATION**

**PED 110. FITNESS/WELLNESS FOR LIFE**

**2 SHC**

This course is designed to investigate and apply the basic concepts and principles of lifetime physical fitness and other health-related factors. Emphasis is placed on wellness through the study of nutrition, weight control, stress management, and consumer facts on exercise and fitness. Upon completion, students should be able to plan a personal, lifelong fitness program based on individual needs, abilities, and interests.

**PED 117. WEIGHT TRAINING I**

**1 SHC**

This course introduces the basics of weight training. Emphasis is placed on developing muscular strength, muscular endurance, and muscle tone. Upon completion, students should be able to establish and implement a personal weight training program.

**PED 118. WEIGHT TRAINING II**

**1 SHC**

This course covers advanced levels of weight training. Emphasis is placed on meeting individual training goals and addressing weight training needs and interests. Upon completion, students should be able to establish and implement an individualized advanced weight training program.

**PED 120. WALKING FOR FITNESS**

**1 SHC**

This course introduces fitness through walking. Emphasis is placed on stretching, conditioning exercises, proper clothing, fluid needs, and injury prevention. Upon completion, students should be able to participate in a recreational walking program.

**PED 121. WALK, JOG, RUN**

**1 SHC**

This course covers the basic concepts involved in safely and effectively improving cardiovascular fitness. Emphasis is placed on walking, jogging, or running as a means of achieving fitness. Upon completion, students should be able to understand and appreciate the benefits derived from these activities.

**PED 125. SELF DEFENSE- BEGINNING****1 SHC**

This course is designed to aid students in developing rudimentary skills in self-defense. Emphasis is placed on stances, blocks, punches, and kicks as well as non-physical means of self-defense. Upon completion, students should be able to demonstrate basic self-defense techniques of a physical and non-physical nature.

**PED 126. SELF DEFENSE-INTERMEDIATE****1 SHC**

This course is designed to aid students in building on the techniques and skills developed in PED 125. Emphasis is placed on the appropriate psychological and physiological responses to various encounters. Upon completion, students should be able to demonstrate intermediate skills in self-defense stances, blocks, punches, and kick combinations.

**PED 165. SPORT SCIENCE AS A CAREER****3 SHC**

This course provides students will foundational knowledge about the study of physical activity and career opportunities within the discipline. Emphasis will be placed on the role of physical activity, the sub-disciplines of the field, and possible career choices. Upon completion, students should have an understanding of the sub disciplines and employment opportunities within an Exercise and Sport Science Program. This course counts as a pre-major and/or elective course.

**PED 207. FITNESS EDUCATION****1 SHC**

Designed to expand student knowledge concerning the various activities that can be utilized in maintaining a healthy lifestyle.

**PED 209. CHEERLEADING****1 SHC**

This course introduces basic cheerleading techniques. Topics include the safety and movements needed to compete in cheer. Emphasis is placed on rules, equipment, and motor skills used in cheer. Upon completion, students should be able to demonstrate skills on basic cheer fundamentals.

**PED 259 PREV & CARE ATHLETE INJURY****2 SHC**

This course provides information on the prevention and care of athletic injuries. Topics include safety devices, taping, therapeutic techniques, and conditioning exercises. Upon completion, students should be able to demonstrate proper preventive measures and skills in caring for athletic injuries.

**TEAM SPORTS:****260. COLLEGIATE FITNESS EDUCATION****1 SHC**

Designed to expand student knowledge concerning the various activities that can be utilized in maintaining a healthy lifestyle. **FA** only, even years.

**261. COLLEGIATE WEIGHT TRAINING****1 SHC**

Provides an overview of the weight training process, to include free weights, circuit training, and safety concerns. **SP** only, odd years.

**262. COLLEGIATE CONDITIONING AND FITNESS****1 SHC**

Introduces students to cardio respiratory fitness, endurance, and flexibility, along with proper stretching techniques. **FA** only, odd years.

**263. COLLEGIATE TEAM SPORTS****1 SCH**

Provides in-depth study into the knowledge of team sport concepts, focusing on the behavioral skills associated with working in a group setting. **SP** only, even years.

**PED 291. ATHLETICS' TRAINING/PRACTICUM I****1 SHC**

Designed to introduce many of the taping and wrapping skills involved in the field of athletics training. The student must also show competence in various basic skills that accompany the field of athletics' training. The student will complete a minimum of 100 to a maximum of 250 hours, with supervision in the athletics training room and environment.

**PED 292. ATHLETICS' TRAINING/PRACTICUM II****1 SHC**

Practicum II involves advanced athletics' training responsibilities. This includes advanced taping procedures, physical therapy duties, usage of modalities, as well as handling the responsibility for an intercollegiate athletics team. Organizational and administrative duties are also introduced at this stage. *Prerequisite: PED 291.* **SP**

**PHYSICS****PHY 110. CONCEPTUAL PHYSICS****4 SHC**

This course provides a conceptually-based exposure to the fundamental principles and processes of the physical world. Topics include basic concepts of motion, forces, energy, heat, electricity, magnetism, and the structure of matter and the universe. This course has a laboratory portion in which emphasis is placed on experiences that enhance materials presented in class and provide practical experience. Upon completion, students should be able to describe examples and applications of the principles studied, and apply laboratory experiences to the concepts presented in class. *Co-requisite: MAT 143 or a higher-level mathematics course.* This course will satisfy the UGETC requirement for the AA-General College degree program. A student cannot receive credit for both PHY 110 and any higher-numbered physics course. **FA, SP.**

**PHY 151. COLLEGE PHYSICS I****4 SHC**

This course uses algebra- and trigonometry-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include units and measurement, vectors, linear kinematics and dynamics, energy, power, momentum, fluid mechanics, and heat. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered. *Prerequisite: MAT 171.* This course will satisfy the UGETC requirement for the AS-General Science program. A student cannot receive credit for both PHY 110 and PHY 151 or both PHY 151 and PHY 251. **FA.**

**PHY 152. COLLEGE PHYSICS II****4 SHC**

This course uses algebra- and trigonometry-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include electrostatic forces, electric fields, electric potentials, direct current circuits, magneto-static forces, magnetic fields, electromagnetic induction, alternating current circuits, and light. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered. *Prerequisites: PHY 151 and MAT 171.* This course will satisfy the UGETC requirement for the AS-General Science program. A student cannot receive credit for both PHY 110 and PHY 152 or both PHY 152 and PHY 252. **SP.**

**PHY 251. GENERAL PHYSICS I****4 SHC**

This course uses calculus-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include units and measurement, vectors operations, linear kinematics and dynamics, energy, power, momentum, rotational mechanics, periodic motion, fluid mechanics, and heat. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered. *Prerequisite: MAT 271. Co-requisite: MAT 272.* This course will satisfy the UGETC requirement for the AS-General Science program. A student cannot receive credit for both PHY 110 and PHY 251 or both PHY 151 and PHY 251. **FA.**

**PHY 252. GENERAL PHYSICS II****4 SHC**

This course uses calculus-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include electrostatic forces, electric fields, electric potentials, direct current circuits, magneto-static forces, magnetic fields, electromagnetic induction, alternating current circuits, and light. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered. *Prerequisites: MAT 272 and PHY 251.* This course will satisfy the UGETC requirement for the AS-General Science program. A student cannot receive credit for both PHY 110 and PHY 252 or both PHY 152 and PHY 252. **SP**

**POLITICAL SCIENCE****POL 110. INTRODUCTION TO POLITICAL SCIENCE****3 SHC**

This course introduces basic political concepts used by governments and addresses a wide range of political issues. Topics include political theory, ideologies, legitimacy, and sovereignty in democratic and non-democratic systems. Upon completion, students should be able to discuss a variety of issues inherent in all political systems and draw logical conclusions in evaluating these systems. **FA, SP**

**POL 120. AMERICAN NATIONAL GOVERNMENT 3 SHC**

A study of the national government with emphasis on the development of the Constitution of the United States; the legislative, executive, and judicial branches; pressure groups; opinion formation; political parties; elections; and civil liberties. **FA, SP**

**PSYCHOLOGY**

**PSY 150. PSYCHOLOGY 3 SHC**

An overview of the major theories in psychology is presented. This course includes lectures, videos, and class demonstrations in the areas of motivation, learning, intelligence, and perception. A review of the scientific method and approaches to conducting research is also included. **FA, SP**

**PSY 243. CHILD PSYCHOLOGY 3 SHC**

This course provides an overview of physical, cognitive, and psychosocial development from conception through adolescence. Topics include theories and research, interaction of biological and environmental factors, language development, learning and cognitive processes, social relations, and moral development. Upon completion, students should be able to identify typical and atypical childhood behavior patterns as well as appropriate strategies for interacting with children. *Prerequisite: PSY 150.* **SP**

**PSY 281. ABNORMAL PSYCHOLOGY 3 SHC**

An examination of the various psychological disorders, as well as theoretical, clinical, and experimental perspectives of the study of psychopathology. Emphasis is placed on terminology, classification, etiology, assessment, and treatment of the major disorders. Upon completion, students should be able to distinguish between normal and abnormal behavior patterns as well as demonstrate knowledge of etiology, symptoms, and therapeutic techniques. *Prerequisite: PSY 150.* **FA**

**RELIGION**

**REL 110. WORLD RELIGIONS 3 SHC**

Introduces the world's major religious traditions. Topics include Primal religions, Hinduism, Buddhism, Islam, Judaism, and Christianity. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied.

**REL 201. INDEPENDENT STUDY 1-3 SHC**

Independent study in the Department of Religion and Philosophy. Advanced work by the student, developed in consultation with the instructor. *Prerequisites: fulfillment of graduation requirements in the Department of Religion and Philosophy, and approval by the division chair.*

**REL 211. OLD TESTAMENT 3 SHC**

A study of the Jewish Scriptures or Old Testament and the religious community that produced it; based primarily on a critical examination of the literature within the historical setting of the first two millennia B.C.E. A more detailed course than Religion 100. **FA, SP**

**REL 212. NEW TESTAMENT 3 SHC**

A study of the New Testament and the Christian community that produced it; based primarily on a critical examination of the literature within the historical setting of the last two centuries B.C.E. and the first two centuries of the Common Era. **FA, SP**

**REL 221. RELIGION IN AMERICA TODAY 3 SHC**

A survey of contemporary religious institutions, movements, issues, and personalities in the United States, with some attention to their history. Readings from recent books, current periodicals, and official church publications. Extensive use of videos. Course offered based upon sufficient demand.

## **SOCIOLOGY**

### **SOC 210. INTRODUCTION TO SOCIOLOGY**

**3 SHC**

A survey of human society focused on the introduction of culture, socialization, deviance and crime, sexuality, race and ethnicity, aging and groups on collective human behavior with special emphasis on social stratification, the social institutions, and the significance of social change. **FA, SP**

### **SOC 213. SOCIOLOGY OF THE FAMILY**

**3 SHC**

Covers the institutions of the family and other intimate relationships. Emphasis is placed on mate selection, gender roles, sexuality, communication, power and conflict, parenthood, diverse lifestyles, divorce and remarriage, and economic issues. Upon completion, students should be able to analyze the family as a social institution and the social forces which influence its development and change. **FA, SP**

### **SOC 220. SOCIAL PROBLEMS**

**3 SHC**

An introductory sociological analysis of aspects of North American culture that are the source of contemporary social issues such as crime, mental illness, drug and alcohol addiction, sexual deviance, instability of the family, race relations, poverty, environmental degradation, and political corruption. **FA, SP**

## **SPANISH**

### **SPA 101. BEGINNING SPANISH I**

**3 SHC**

Introduction to the fundamentals of grammar and conversation and introduction to Hispanic culture. Normally for students with no previous instruction in Spanish. Course offered based upon sufficient demand. **FA**

### **SPA 102. BEGINNING SPANISH II**

**3 SHC**

A continuation of elementary college Spanish for students who have completed Spanish 101 or one or two units of high school Spanish with a grade of C or above. *Course offered based upon sufficient demand.* **SP**

### **SPA 201. INTERMEDIATE SPANISH I**

**3 SHC**

An intensive review and development of basic grammar and vocabulary; development of conversation and composition skills; readings from Spanish and Spanish-American authors. Prerequisite: two or three high school units or Spanish 102 with a grade of C or above. *Course offered based upon sufficient demand.* **FA**

### **SPA 202. INTERMEDIATE SPANISH II**

**3 SHC**

A continuation of intermediate college Spanish for students who have completed Spanish 201, or three or four units of high school Spanish with a grade of C or above. *Course offered based upon sufficient demand.* **SP**

### **SPA 211-212. INTRODUCTION TO HISPANIC LITERATURE**

**3 SHC**

Readings and discussions of selections of Spanish and Spanish-American literature. *Course offered based upon sufficient demand.*

### **SPA 221. CONVERSATION AND PHONETICS I**

**3 SHC**

A course stressing practice in speaking Spanish. Particular attention is paid to phonetics, pronunciation, intonation, fluency, correctness of sentence structure, and vocabulary of everyday situations. *Prerequisite: three years of high school Spanish or permission of the instructor. Course offered based upon sufficient demand.*

### **SPA 222. CONVERSATION AND PHONETICS II**

**3 SHC**

This course will be a continuation of the development of the 4 skills acquired in Spanish 221, plus the continuation on stress in practicing and speaking Spanish in order to master the correctness and fluency of the spoken language. Eligibility for enrollment: This class will be taught in the spring for students who have completed SPA 221 and for students who have taken 3 years of Spanish in high school, and would like to review for the placement test in another institution.

## **INTERDISCIPLINARY COURSES**

### **CED 275. COOPERATIVE FIELD WORK**

**1-12 SHC**

Available in all curricula of the College. The student, in cooperation with his or her divisional coordinator and employer, formulates educational and vocational objectives relevant to his or her field of study. All work assignments are controlled and require the student to file periodic work reports and a final comprehensive summary on the educational value of the work experience. A student enrolled in the Associate of Arts or Associate of Science degree programs may earn up to 12 semester hours of credit for cooperative work experience in lieu of electives.

### **REC 125. INTRODUCTION TO PARKS AND RECREATION**

**3 SHC**

A survey of the foundations of parks and organized recreation; backgrounds and theories, objectives and principles; social and economic factors associated with parks and recreation. **FA, SP**

### **SPM 279. INTRODUCTION TO SPORTS MANAGEMENT**

**3 SHC**

Planning, organizing, leading and evaluating within a sport context; fundamentals of accounting, budgeting, economics, marketing, strategic planning, ethics, and their place in sports settings; techniques of personnel, facility, and sporting event management. **SP**

## **Faculty, Board of Trustees, Administration, and Staff**

### **The Faculty**

#### **Full-Time Faculty**

**Angela Adkins** (2010), Instructor of Music. B.F.A., Marshall University; Continuing Studies, Exeter College, Oxford; M.A., Ohio University; Post Graduate Studies, Wesleyan University.

**Genya Afanasyeva** (2005), Assistant Professor of Mathematics. M.S., NCCU; Ph.D., Moscow Institute of Mines.

**Susan Ambert** (2014), Assistant Professor of Developmental English. B.A., East Carolina University; J.D., University of North Carolina – Chapel Hill; M.A., East Carolina University.

**Ruth Barnes** (2015), Math/Science Division Chair. Assistant Professor of Mathematics. B.S., Atlantic Christian College; M.A., East Carolina University.

**Daniel Bartholomew** (2010), Assistant Professor of Chemistry. B.S., M.S., Western Carolina University.

**Scott J. Benrube** (2014), Assistant Professor of Business. B.A., University of South Florida; M.Ed., North Carolina State University.

**Crystal W. Brantley** (2010), Assistant Professor of English; Executive Director of English. B.A., University of North Carolina-Greensboro; M.Ed., North Carolina State University.

**Robert Bruck** (2014), Dean of STEM Initiative. B.S., State University of New York - Buffalo; Ph.D., State University of New York - Syracuse; Ph.D., Syracuse University; P.D.F., Cornell University.

**Diane Cook** (2009), Professor of Science. Coordinator of Biology. B.S., Pennsylvania State University; Ph.D., Hahnemann University.

**Ellen Divens** (2015), CIS and First-year Experience Instructor. B.S. Roberts Wesleyan College; M.S. Bay Path University.

**Tampathia Evans** (2014), English. B.A., M.A., University of North Carolina – Chapel Hill.

**Robin R. Faulkner** (2015), Instructor; Director of Accessibility Services & Learning Partners. M.Ed., M.S.A., North Carolina State University.

**Robert Ian Greene** (2013), English. B.S., North Carolina State University; M.F.A., North Carolina State University.

**Clarelouise Highfield** (2010), Director of First-year Experience. Kinesiology. M.S., University of Texas at El Paso; ATC, University of Calgary.

**Patricia G. Hinton** (1998), Librarian; Associate Professor of Library Services. B.F.A., Virginia Commonwealth University; M.L.S., North Carolina Central University.

**William J. Hinton, Jr.** (1983), Professor of Art. A.F.A., Chowan College; B.F.A., East Carolina University; M.F.A., Alfred University.

**Kris B. Hoffler** (2009), Assistant Professor of English. B.A., Campbell University. M.A., East Carolina University; Post Graduate Studies, NCSU and Oxford.

**Michael L. Holloman** (1987), Assistant Professor of Physical Education; Director of Athletics. A.A., Louisburg College; B.S., Atlantic Christian College; M.A.Ed., East Carolina University.

**F. Tommy Jenkins** (2009), Associate Professor of English; Division of Humanities Chair. B.A., The University of North Carolina at Chapel Hill. M.F.A., Columbia University; M.F.A., North Carolina State University.

**Amy C. Johnson** (2002), Associate Professor of Developmental English; Director of Developmental Reading and Writing. B.A., The University of North Carolina at Wilmington; M.Ed., The University of North Carolina at Chapel Hill.

**Candace Jones** (1996), Associate Professor of English; Honors Program Director; Great Futures Coach. B.S., Barton College; M.L.S., East Carolina University.

**SangSoon Koh** (2011), Assistant Professor of Business and CIS. B.E., Yonsei University; M.S. Wayne State University; M.S.A., Central Michigan University; Ph.D., Columbus University.

**Sherryl McLaughlin** (2016), Director of Faculty Professional Development. B.S., University of Detroit Mercy; M.Ed., Cambridge College; Education Specialist, Special Education Administration, Wayne State University; PhD, Educational Leadership, Oakland University.

**Charles Joshua Parrott** (2007), Assistant Professor of Religion. B.A., Gardner-Webb University; M.Div., Th.M., Southeastern Baptist Theological Seminary.

**Brian Sanders** (2009), Assistant Professor of Business. B.A., M.B.A., Campbell University.

**Charles B. Sloan** (1986), Professor of Religion. A.A., DeKalb College; A.A.S., Wake Technical Community College; B.S. Ed, M.Ed., Georgia Southern University; M.Div., R.E., Southeastern Baptist Theological Seminary.

**Kelvin L. Spragley** (2011), Associate Professor of History and Education. Coordinator of Education Initiative. A.A. Chowan College; B.S., East Carolina University; M.Ed., Ph.D., North Carolina State University.

**Caitlin Withers** (2014), Instructor, History and Education. B.A., University of South Carolina; M.A., University of Southern California.

**Ian Wolf** (2013), Assistant Professor of English. B.S., M.A., North Carolina State University.

**Kaye L. Yadusky** (2005), Associate Professor; Learning Specialist. B.A., Campbell University; M.A., University of Maine.

**Emily J. Zank** (2009), Interim Vice President for Academic Life / Academic Dean; Dean of Faculty Professional Development and Academic Support; Title III Coordinator; Instructor of English. B.A., Kent State University. M.A., West Virginia University.

### **Part-Time Faculty**

**Cherry L. Ayscue** (2015), Instructor; Learning Specialist. B.A., M.Ed., University of North Carolina at Chapel Hill.

**Shane Benjamin** (2011), Chaplain. B.A., M.Div., Florida International University; M.Div., Duke Divinity School.

**Gail Browne** (2017), Business Math Instructor.

**Jamie Browne** (2017), Biology Instructor.

**Neil Dixon** (2013), Physical Education. B.S., M.S. West Virginia University.

**Stephanie Haskell** (2014), First-year Experience. B.S., Nichols College; M.S., Nova Southeastern University

**Brenda Hawks** (2007), Sociology. B.S., East Tennessee State University; M.S.W., The University of North Carolina at Chapel Hill.

**Trevor Highfield** (2008), Physical Education. B.A., University of Washington; M.S., University of Central Missouri.

**Walter Hurst** (2012), Political Science. Director of the Norris Theater. B.A., Duke University; M.A., Brunel University; J.D., University of the Pacific.

**Jay Koloseus** (2014), Physical Education. B.S., Syracuse University; M.Ed., Auburn University.

**Tanner Lagasca** (2015), B.F.A., Roosevelt University; M.F.A., Actors Studio Drama School.

**Carole Montgomery** (2016), English Instructor. B.S. M.A. North Carolina Central University.

**Alyssa J. Rabert** (2014), Athletic Training. B.S., Bloomsburg University of Pennsylvania; M.S., Florida International University.

**Donna Rhoden** (2006), Mathematics. B.Ch.E., Georgia Institute of Technology.

**Rob Rogers** (2008), Physical Education. B.A., Wayne State College; M.A., Ohio University.

**Harriett Pavon Rosado** (2016), English Instructor. R.N. North Carolina A&T University; B.S. North Carolina Central.

**Hal Sargent** (2014), Music. B.A., University of North Carolina Pembroke; M.M. University of North Carolina Greensboro.

**Robert Strickland** (2009), Library Services; Webmaster; CIS Instructor. B.A., North Carolina State University. M.S.I.S., The University of North Carolina at Chapel Hill.

**Rickie Wagstaff** (2001), History. B.A., The University of North Carolina Chapel Hill; M.Ed., Campbell University.

**Norma White** (2006), Library Services. B.A., The University of North Carolina at Chapel Hill.

**Anita Williams** (2016), English. B.A., M.A. MLS, Wayne State University

**Jacquelyn Wilson** (2017), Sociology Instructor.

### **Faculty Emeriti**

**Wayne D. Benton** (1959), Professor of History. A.B., Atlantic Christian College; M.A., East Carolina University.

**Martha Farmer Bragg** (1982-2016), Professor of Mathematics; Division of Mathematics and Science Chair; Interim Academic Dean. B.S., M.A., Appalachian State University; Ph.D., North Carolina State University.

**C. Edward Brown, Jr.** (1976 - 2001), Professor of Biology; Executive Vice President; Academic Dean; Interim President; B.A., North Carolina State University; M.A., Duke University; Ph.D., Colorado State University.

**George-Anne Willard Brown** (1977 – 2002), Professor of History; A.B., Atlantic Christian College; M.A.Ed., East Carolina University; Ph.D., University of North Carolina Chapel Hill.

**Matthew A. Brown** (1983 - 2015), Professor of CIS and Engineering Graphics; Division of Business and Social Sciences Chair. A.S., Louisburg College; B.S., M.C.E., North Carolina State University; M.B.A., Georgia State University.

**Robert A. Butler** (1962), Professor of Sociology. A.B., M.A., University of North Carolina at Chapel Hill; M.A.T., Duke University.

**Ruth M. Cooke** (1949), Professor of Physical Education. B.S., University of North Carolina at Greensboro; M.A., Columbia University.

**S. Allen de Hart** (1957 – 1993), Professor of History; Director of Cultural Affairs. B.A., High Point College; M.A., University of Virginia.

**Jasper Enid Drake** (1965), Associate Professor of Physical Education; Men's Basketball Coach. B.S., Wake Forest University; M.Ed., East Carolina University.

**James Craig Eller** (1970), Professor of English. B.A., Berea College; M.A., Appalachian State University.

**Charles Joseph Farmer** (1965), Professor of Religion. A.B., Davis and Elkins College; M.Div., Western Theological Seminary; M.Ed., University of Pittsburgh.

**Gloria Jean Fischer** (1990), Associate Professor of English. B.A., M.A., University of North Carolina at Charlotte.

**Clara Wright Frazier** (1962), Instructor of Chemistry. A.A., Louisburg College; A.B., Meredith College.

**Russell W. Frazier** (1959), Professor of Physical Education; Baseball Coach. B.S., North Carolina State University; M.A., University of North Carolina at Chapel Hill.

**Martha C. Hobgood** (1974 – 1979; 1984 -2001; part time 1983 – 1984), Associate Professor of Mathematics. B.A., M.A.Ed., University of North Carolina Greensboro.

**Annette C. Holt** (1980 – 2005) Professor of Business and Economics. A.A., Louisburg College; B.A., M.P.A., M.A., North Carolina State University.

**E. Ruth Jones** (1985 – 1997; part time 1997 – 2001) Associate Professor of Business Education. B.S., M.A.Ed., East Carolina University.

**Laura L. Kinzinger** (1990-2015), Professor of English. A.B., Vassar College; M.F.A., The University of North Carolina at Greensboro.

**Patricia Greene Palmer** (1967), Professor of Biology. A.A., Gardner-Webb College; B.S., Appalachian State University; M.A.T., Duke University; Ph.D., North Carolina State University.

**Betsy Leonard Pernel** (1960), Professor of Business Education. A.A., Louisburg College; A.B., Atlantic Christian College; M.A., East Carolina University.

**Jeffrey L. Pierce** (1986 – 1997; 1998 – 2001; part time in some subsequent years), Assistant Professor of Mathematics; Golf Coach. B.A., Maryville College; M.A., University of Tennessee.

**Glendora Thomas-Powell** (Part time 1999; 2000 – 2007, 2007 – 2011), Assistant Professor of Music; part-time Music faculty; B.A., St. Augustine’s College; M.A., North Carolina Central University.

**Mac L. Ricketts** (1971 – Dec. 1995), Professor of Religion. A.A., St. Petersburg Junior College; A.B., University of Florida; B.D., Candler School of Theology; M.A., Ph.D., University of Chicago.

**Charles M. Smith** (1979), Professor of Drama and Speech. B.S., East Carolina University; M.Ed., University of North Carolina at Chapel Hill; M.A.Ed., Northwestern State University of Louisiana.

**Grady K. Snyder** (1956-60) (1965), Professor of Mathematics. A.B., M.Ed., University of North Carolina at Chapel Hill.

**Janet Hatley (White) Taylor** (1979 – 2001; part time in some subsequent years), Professor of Biology; B.A., University of North Carolina Charlotte; M.S., Ph.D., North Carolina State University.

**Janis E. Walden** (2000 – 2008); (part-time 2008 – 2011), Assistant Professor of Learning Services; Part-time Mathematics. B.A., Converse College; M.Ed., North Carolina State University.

**James M. White** (1999), Assistant Professor of Psychology. B.A., East Carolina University; M.A.Ed., North Carolina State University.

### **Staff Emeriti**

**Sandra Beasley**

**Faye Griffin**

**Martha E. Hedgepeth**

### **The Board of Trustees**

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#### **Class of 2018**

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Marla Gupton Coleman	Mechanicsville, VA
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Greenville  
Kinston  
Richmond, VA

\* elected by Board of Institutions

### **Honorary Trustees**

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Louisburg College Alumni Association President  
Capital District Superintendent, NC United Methodist Conference

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### **Executive Committee**

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C. Boyd Sturges, III  
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Lynda C. Lumpkin  
Ely J. Perry III

### **Ex-officio**

Stephanie Tolbert, Interim College President

### **Ex-officio All Committees**

Michael W. Boddie, Board Chair  
Stephanie Tolbert, Interim College President

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Wallace H. Kirby  
Beth M. Norris  
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Asheville  
Raleigh  
Louisburg  
Durham  
Raleigh  
Kittrell  
Louisburg

Reginald W. Ponder, President Emeritus

Raleigh

### **The Administration and Staff**

#### **Office of the President (Main Building, Second Floor)**

Stephanie Tolbert Interim President. Vice President of Enrollment Management. A.A.,  
Louisburg College; B.S., Meredith College; M.B.A., East Carolina  
University.  
Jennifer Mitchell Wheeler Executive Assistant to the President; A.A., Louisburg College; B.A., Peace College.

#### **Admissions Office (Main Building, Second Floor)**

Stephanie Tolbert Interim President. Vice President of Enrollment Management. A.A.,  
Louisburg College; B.S., Meredith College; M.B.A., East Carolina  
University.  
Maura Budusky Director of Admissions. B.A., Lockhaven University.  
Daniel H. Varela Assistant Director of Admissions. B.A., Old Dominion University.  
Lauren Wilkerson Admissions Representative. A.A., Louisburg College; B.S., East  
Carolina University.  
Stormi Barham Admissions Counselor.  
Georgette Burnette Administrative Assistant. A.S., Vance-Granville Community College.  
Kim Phelps Guest Services Coordinator.

#### **Financial Services Office (Main Building, First Floor)**

Jackie McLaughlin Controller.  
Shallina Hudson Collections Specialist.  
Shelley Taylor Senior Accountant  
Allison Smith Assistant Director of Financial Aid. B.A., East Carolina University.  
Susan Mallett Payroll Specialist.  
Terry Wright Director of Human Resources. A.A., Louisburg College; B.S., Barton  
College.  
Tamra Smith Human Resources Assistant.  
Brandy L. Gupton Manager of the College Store and Office Services.  
Tracy Potter Director of Financial Aid & School Certifying Official. A.A.,  
Louisburg College.  
Kristen Edwards Financial Aid Counselor. B.S. North Carolina State University.  
Tracy Walthour Financial Aid Counselor. A.A.S., Durham Technical Community  
College; B.S., North Carolina Central  
University  
Gina Driver Student Accounts Representative.  
Sara Newton Financial Aid Assistant (part-time).

#### **Office of the Provost (Main Building, Second Floor)**

Emily Zank Interim Vice President for Academic Life / Academic Dean. Dean of  
Faculty Professional Development and Academic Support; Title III  
Coordinator; Instructor of English. B.A., Kent State University, M.A.,  
West Virginia University.  
Teresa Blumenauer Science Lab Facilitator and Evening Library Assistant. A.A., Valencia  
Community College; B.A., Stetson University.  
Ken Price Administrative Assistant for Title III. B.A., Barton College.

#### **Office of Professional Development**

Sherryl McLaughlin

Director of Faculty Professional Development. B.S., University of Detroit Mercy; M.Ed., Cambridge College; Education Specialist, Special Education Administration, Wayne State University; PhD, Educational Leadership, Oakland University

**Office of Institutional Advancement (Main Building, Second Floor)**

Chad Barefoot

Vice President for Institutional Advancement. B.S. Appalachian State University; M.A. Southeastern Baptist Theological Seminary.

Meridith Berson  
Jamie Patrick

Manager, Development Services and Donor Relations  
Director of Annual Giving and Alumni Relations. A.A., Louisburg College; B.A., The University of North Carolina at Chapel Hill.

Robert Strickland

Webmaster; Web Design Instructor; Evening Librarian. B.A., North Carolina State University; M.S.I.S., The University of North Carolina at Chapel Hill.

Robert B. Poole

Director of Seby B. Jones Performing Arts Center. B.A., East Carolina University; M.A.L.S, North Carolina State University.

Mary Eason

Assistant Box Office Manager of Seby B. Jones Performing Arts Center.

Anna Stallings

Box Office Manager of Seby B. Jones Performing Arts Center.

**Registrar (Davis Building, Second Floor)**

Brittany Hunt

Registrar & Director of Institutional Effectiveness. A.A., Louisburg College. B.A., North Carolina State University; M.Ed. University of North Carolina at Wilmington.

Catherine Ziencik

Advising Assistant. B.S., East Carolina University; M.B.A., Methodist University.

**Great Futures Office**

Candace Jones

Taylor Honors Program Director & Great Futures Coach; Associate Professor of English. M.L.S., East Carolina University.

**Office of Spiritual Life (Benson Chapel)**

Shane Benjamin

Chaplain. B.A., M.Div., Florida International University; M.Div., Duke Divinity School.

**Tar River Center for History and Culture (Franklin Male Academy)**

Maurice C. York

Director of the Tar River Center for History and Culture. A.S., Louisburg College; B.A., M.A., M.S.L.S, The University of North Carolina at Chapel Hill.

**Counseling Center (Davis Building, First Floor)**

Fonda Porter

Director of Counseling Services. B.A. Baldwin-Wallace College; M.A., Seton Hall University.

**Student Life Office (Davis Building, First Floor)**

Jason E. Modlin	Vice President of Student Life. B.A., Mount Olive College; M.A., East Carolina University.
Danielle Coburn	Office Administrator. B.S. East Carolina University.
Christopher Reid	Director of Housing and Residence Life. B.A., West Virginia University; M.P.A., University of New Haven.
Mackenzie (Mack) Carr	Community Director. B.A. Psychology, Millersville University.
Brian Gano	Coordinator for Student Advocacy and Accountability. B.A., Greensboro College; MPA, University of North Carolina at Greensboro; M.A., University of Louisville.
Stephanie Haskell	Director of Student Engagement. B.S., Nichols College; M.S., Nova Southeastern University.
Simone Thompson	Community Director. B.A., North Carolina Central; M.S. North Carolina Central.
Teddy Howell	Community Director.

**Louisburg College Campus Safety and Police Office (Davis Building, First Floor)**

Chief Jermaine Thomas	B.A., Winston Salem State University.
Officer Kevin Bobbitt	
Officer Kevin Parrish	
Officer Julius Hamilton	
Officer Benny Perry	
Officer Stuart (Chase) Slinkard	
Officer Robert Davis	
Officer Justin Starks	
Officer Lynette Clements	
Officer Emmanuel Blount	
Officer Darryl Wright	

**Learning Partners and Accessibility Services (Taft Classroom Building, First Floor)**

Robin Faulkner	Director of Accessibility Services & Learning Partners. Instructor. M.Ed., MSA, North Carolina State University.
Kristine Capps	Administrative Assistant.
Cherry L. Ayscue	Instructor; Learning Specialist. B.A., M.Ed., University of North Carolina at Chapel Hill.
Kaye Yadusky	Associate Professor; Learning Specialist. M.A., University of Maine.

**Library (Cecil W. Robbins Library)**

Patricia G. Hinton	Director of Library Services. M.L.S., North Carolina Central University.
Norma White	Assistant Librarian. B.A., The University of North Carolina at Chapel Hill.
Robert Strickland	Evening Librarian; Webmaster; Instructor. B.A., North Carolina State University; M.S.I.S., The University of North Carolina at Chapel Hill.
Ellen Divens	Educational Technology Librarian. B.S. Wesleyan College; M.S. Bay Path University.
Ilishe Mikos	Librarian. Bachelor of Arts, English, University of South Carolina-Aiken; Mater of Library and Information Services, University of South Carolina.

Linda Robertson  
Teresa Blumenauer

Audiovisual Manager.  
Science Lab Facilitator. A.A., Valencia Community College; B.A.,  
Stetson University.

### **Physical Plant (Maintenance)**

Nathan Biegenzahn  
Jason Patrick  
Lisa Allen  
Gary Williams  
Gene Tharrington  
Jeremiah Church  
Tim Medlin  
Christopher Murphy  
Ryan Overton

Associate Vice President of Facilities.  
Maintenance Supervisor.  
Physical Plant Secretary  
Lead Technician  
Maintenance Tech.  
Maintenance Tech I  
Maintenance Tech I  
Maintenance Tech I  
Maintenance Tech I

### **Athletics Personnel (Holton Gymnasium)**

Michael L. Holloman

Athletic Director. A.A., Louisburg College; B.S., Atlantic Christian  
College; M.A.Ed., East Carolina University.

Denitra Shay Hayes

Women's Basketball Coach. B.S., M.S. East Carolina University.

Tyra Carver

Assistant Women's Basketball Coach

Blake Herring

Head Men's Baseball Coach. B.S. Campbell University.

Hunter Allen

Assistant Baseball Coach. B.S. East Carolina University.

Blair Betts

Assistant Baseball Coach. B.A. UNC Greensboro.

Ben Attleboro

Assistant Baseball Coach. B.A. Lincoln Memorial.

Neil Dixon

Head Men's Basketball Coach. B.S., M.S. West Virginia University.

Kyle Joseph

Assistant Men's Basketball Coach. B.S., University of Akron.

Jaren Marino

Assistant Men's Basketball Coach.

Trevor Highfield

Head Football Coach. B.A., University of Washington; M.S.,  
University of Central Missouri.

Matthew Goggans

Assistant Football Coach. B.A. North Carolina Central University.

Rob Rogers

Assistant Football Coach. B.A., Wayne State College; M.A., Ohio  
University.

William Orbin

Assistant Football Coach. B.A., North Carolina State University; M.A.  
University of Georgia.

Chris Tolbert

Assistant Football Coach. B.S. Mississippi State University.

Benjamin Goudeau

Assistant Football Coach. B.S. East Carolina University.

Cory Minnie

Assistant Football Coach. B.A. William Penn University

Martin Dell

Head Men's Soccer Coach. Ordinary National Diploma, Dacorum  
College, Hertfordshire, England.

Andy Stokes

Women's Soccer Coach.

Jon Garner

Women's Volleyball Coach.

Michelle Carlson

Head Women's Fastpitch Softball Coach; Sports Information Director.  
B.S. Radford University

Mandy Kiger

Head Athletic Trainer; Compliance Coordinator. B.S. University of  
Tennessee Chattanooga; M.S. University of Tennessee Chattanooga.

Alyssa J. Rabert

Assistant Athletic Trainer. B.S., Bloomsburg University of  
Pennsylvania; M.S., Florida International University.

Tyler Britt

Assistant Athletic Trainer.

Jay C. Koloseus

Head Cross Country Coach. B.S., Syracuse University; M.Ed., Auburn  
University.

Keith Samuels

Cheer Coach.

### **Technical Support (Main Building, First Floor)**

Mark Joyner  
Robert Strickland

Brett Patton

Damon Adkins  
Ken Price

Chief Technology Officer.  
Webmaster; Web Design Instructor; Evening Librarian. B.A., North Carolina State University. M.S.I.S., The University of North Carolina at Chapel Hill.  
Information Technology, Academic Services. B.S., East Carolina University.  
IT Services Technician. B.S., West Virginia State University.  
Administrative Assistant for Academic Life & Title III. IT Assistant. B.A., Barton College.