

CITY COLLEGE

DEAN: Marcel J. Dumestre, Ed.D.

OFFICE: 210 Stallings Hall

ASSOCIATE DEAN: Richard A. Lucore, Ed.D.

PROFESSORS: John P. Clark, Marcel J. Dumestre, Barbara C. Ewell, Cathryn L. Glanville, Dee W. Harper, William E. Thornton, Billie A. Wilson

ASSOCIATE PROFESSORS: Barbara A. Bihm, Gerald M. Fagin, S.J., Barbara J. Fleischer, Stamos T. Karamouzis, Kathleen O’Gorman, Brenda H. Owens, B. Gail Tumulty, Roger White

ASSISTANT PROFESSORS: Wendy L. Hicks, Mark S. Markuly, Catherine P. Zeph

EXTRAORDINARY FACULTY:

INSTRUCTOR: Brant Pitre

The roots of City College, Loyola’s evening college, date back to 1919 when extension courses were established for those who were unable to attend classes on a full-time basis. For over 80 years, Loyola has maintained its commitment to serve the educational needs of working adults. City College provides a variety of degree programs, staffed by full-time faculty, which reflect the basic philosophy of Jesuit education combining rigorous, contemporary professional education with a broad foundation in the humanities. Recognizing the diverse and varied experience of adult students, City College faculty work closely with each student to develop a critical stance and humanistic interpretation of that experience. Using various educational formats (lecture, seminar, discussion, etc.), the college faculty assists adult students toward better understandings of themselves, their heritage, and the contemporary world.

Undergraduate programs in the college require a broad foundation in the liberal arts. This foundation is integrated into the student’s major and allows for the development of a critical position from which the student may judge contemporary events.

The individual majors provide the adult student with the information, skills, and knowledge necessary to begin or to advance in a variety of professional areas. Evening and weekend courses are offered on City College’s site in Baton Rouge as well as on Loyola’s main campus in New Orleans. The college also utilizes a variety of distance learning formats. The college is a pioneer in technology-based distance education. Programs are offered in 26 states in the U.S., plus Canada, England, Scotland, and Switzerland. City College’s largest baccalaureate programs are in nursing, criminal justice, and computer information science. Graduate programs are offered in nursing, religious education and pastoral studies, and criminal justice.

DEGREES OFFERED

Bachelor of Applied Science (with a major in computer information science or human and organization development)

Bachelor of Criminal Justice

Bachelor of Liberal Studies (with a major in humanities or social sciences)

Bachelor of Science—Nursing

COURSE LOAD

Most City College students attend school on a part-time basis and carry six to nine credit hours. A student may not carry more than 12 credit hours unless he or she obtains permission from the dean of the college.

EVENING AND WEEKEND COURSES

Classes are offered in a variety of formats and time frames. Most classes meet once a week, either in an eight-week-long format or for an entire semester. Intensive weekend courses meet on three or four nonconsecutive weekends from 6 until 10 p.m. on Friday and 9 a.m. until 5 p.m. on Saturday. The college also offers video-based and Internet-assisted courses.

COMPOSITION REQUIREMENT

All degree-seeking students in City College are required to demonstrate competency at the Composition C119 level. Students placed in Composition C100 (Basic Writing Skills), upon successful completion of this course, will be required to complete Composition C119. Students placed in Composition C119 through testing do not receive credit for Composition C100.

Transfer students who have completed a course equivalent to COMP C119 with a grade of C or better are not required to take the English Placement Test, as their transfer course will be used to meet the COMP C119 requirement. City College students are required to complete the composition requirement by their third semester of enrollment. It is recommended that the course be scheduled as early as possible in students' careers at the university.

USE OF CORRECT ENGLISH

Any student whose written or spoken English in any course is unsatisfactory may be reported by the instructor to the dean. The dean may assign supplementary work, without academic credit, varying in amount with the needs of the student. If the work prescribed is equivalent to a course, the regular tuition fee is charged. The granting of a degree may be delayed for failure to make up such deficiency in English to the satisfaction of the dean.

MINIMUM WRITING STANDARD

A piece of written work submitted for credit, i.e., a grade higher than F, must be free of gross mechanical errors to be considered even for the grade of D. A paper free of gross mechanical errors still is not necessarily acceptable. Mechanical perfection does not indicate that the student has done better than average work. It still falls to the student to demonstrate intellectual originality, good style, and an ability to research a subject if a paper is to be considered worthy of a passing grade.

PREREQUISITES FOR SPECIFIC COURSES

City College courses have specific prerequisites, where introductory or survey courses exist. Those courses are required to be completed before any of the higher numbered courses may be scheduled.

Students who enroll for courses for which they do not have the necessary prerequisites do so at their own peril as the instructor may insist that they withdraw from the class.

Students not enrolled in degree programs may register for courses without regard to the prerequisites subject to the approval of the instructor.

REQUIREMENTS FOR DEGREE

In addition to the general requirements for graduation, as detailed in this bulletin, specific requirements for each degree program are set forth in the following pages. A 2.0 or higher grade point average is required for graduation. Unless special permission is granted by the dean to pursue work elsewhere, the last 30 credit hours must be completed at Loyola; the final 24 hours must be successfully completed in City College. Additionally, a student must earn a 2.0 in his or her major. A minimum of 50 percent of the courses in

the major must be successfully completed at Loyola University. Students may pursue two majors concurrently at Loyola. Such students must complete the respective college's core requirements as well as the major and adjunct requirements for both programs of study as set forth in the *Undergraduate Bulletin*. Students who complete the requirements for two majors will receive only one degree from Loyola. The transcript will indicate which bachelor's degree was awarded as well as the two majors that were completed.

Students may pursue a minor, as well, provided the minor is not a discipline included in the major. For example, a human and organizational development of criminal justice major may not minor in sociology, as required sociology courses make up a portion of the major. If the minor is not completed by graduation, the minor will not be indicated on the transcript. A minimum 2.0 GPA is required in the minor.

Students interested in pursuing a double major or a minor should consult with their academic adviser and the associate dean.

ADVISING

Each degree-seeking student in City College is assigned an academic adviser who will assist the student in schedule planning. Students are encouraged to meet with their advisers regularly during each term.

STUDENT COMPLAINTS

Problems between students and faculty members should be resolved quickly and amicably. If a student believes he or she has been aggrieved by the performance of actions of a faculty member, the student should first consult the faculty member regarding the complaint. If this consultation proves unsatisfactory, the student should then pursue a conference with the director or coordinator of the program/department in which the course is offered. If the student believes that the problem has not been resolved, he or she should consult the dean of the college by submitting a written complaint specifying the particular performance or action precipitating the complaint, along with a narrative of remedial steps taken.

If the dean determines that the matter requires consideration, the dean will provide a copy of the student's complaint to the faculty member involved and will request from the faculty member a written response to the complaint, as well as steps taken to resolve the complaint. The dean will review the student's complaint and the faculty member's response and render a final decision regarding how the complaint will be resolved.

NOTE: In the case of a disputed final grade, refer to the appropriate university bulletin under *Grade Appeals*.

CURRICULUM DESIGN

The City College curriculum is divided into four basic components, and although all City College students have the same basic core requirements, each degree program has specific requirements in the major and adjunct areas.

Major courses—are those courses in particular disciplines which lead to a bachelor's degree.

Adjunct courses—are those required courses in areas closely allied to the major.

Core courses—are those courses which, in the liberal arts tradition, ensure the degree-seeking student a well-rounded education. All degree-seeking City College students have the following core course requirements (42 hours total):

<i>Foundations:</i>	
Writing	COMP C1193
Philosophy	PHIL C122.....3
Religious Studies	RELS C119.....3
Literature	LIT C2603
<i>Liberal Arts and Sciences:</i>	
Social Sciences	HIST C119.....3
	<i>two social science electives from two</i>
	<i>different disciplines.....6</i>
Mathematics	MATH C112 or C115.....3
Natural Science	science elective3
Arts/Humanities	fine arts elective.....3
	literature elective3
	philosophy elective3
	religious studies elective.....3
Liberal Arts elective3

Free electives are those courses chosen from among all offerings which the student may schedule for enrichment, professional development, or the like.

BACHELOR OF CRIMINAL JUSTICE

Major (36 credit hours)	Cr. Hours
Introduction to Criminal Justice Systems (CRJU C105).....	3
Criminology: Fundamentals (CRJU C110).....	3
Deviant Behavior (SOVI C275).....	3
Criminal Procedure (CRJU C218).....	3
Criminal Law (CRJU C405).....	3
Research Methods (ORGB C360).....	3
Program Planning and Evaluation (ORGB C365).....	3
Juvenile Delinquency (CRJU C250).....	3
Major Electives.....	12
Adjunct (9 credit hours)	
Elementary Statistics (ORGB C260).....	3
Psychology Elective.....	3
Sociology Elective.....	3
Core Courses (42 credit hours).....	42
Free Electives (33 credit hours).....	33
TOTAL CREDIT HOURS	120

BACHELOR OF APPLIED SCIENCE

Major in Computer Information Science

Major (30 credit hours)	Cr. Hours
Fundamentals of Computer Information Systems (CISC C110).....	3
Information Systems Theory and Practice (CISC C210)	3
Programming, Data, File, and Object Structures (CISC C220).....	3
Hardware and Systems Software (CISC C250).....	3
Analysis and Logical Design (CISC C280).....	3
E-Business Technologies (CISC C310)	3
Networks and Telecommunications (CISC C350).	3
Database Development (CISC C370).....	3
Design and Implementation in Emerging Environments (CISC C470)	3
Project Management and Practice	3
Adjunct (27 credit hours)	
Introduction to Human and Organizational Development (ORGB C100)	3
Industrial/Organizational Psychology (PSYC C350)	3
Elementary Statistics (ORGB C260).....	3
Survey of Calculus (MATH C116)	3
Adjunct Electives.....	15
(from business, communications, mathematics, social science, computer information science, or science in consultation with adviser (minimum 9 hours in computer information science or 300+ level)	
Core Courses (42 credit hours)	42
Free Electives (21 credit hours).....	<u>21</u>
TOTAL CREDIT HOURS	120

BACHELOR OF APPLIED SCIENCE

Major in Human and Organizational Development

Major (30 credit hours)	Cr. Hours
Introduction to Organizational Behavior (ORGB C100)	3
Social Psychology (SOC1 C210)	3
Research Methods (ORGB C360)	3
Program Planning and Evaluation (ORGB C365).....	3
Developmental Psychology (PSYC C330).....	3
Industrial and Organizational Psychology (PSYC C350)	3
Human Resource Development (PSYC C460).....	3
Organizational Change and Development (PSYC C470).....	3
Sociology of Work and Occupation (SOC1 C410).....	3
Seminar in Organizational Development (ORGB C496)	3
Adjunct (9 credit hours)	
Personal Productivity with IS Technology (CISC C105).....	3
Elementary Statistics (ORGB C260).....	3
Organization Communications (ORGB C265).....	3
Core Courses (42 credit hours)	42
Free Electives (39 credit hours).....	<u>39</u>
TOTAL CREDIT HOURS	120

BACHELOR OF LIBERAL STUDIES

Major in Humanities

Major (33 credit hours)	Cr. Hours
Humanities Electives	33
A student may select courses from English, foreign language, history*, music, philosophy, religious studies, and visual arts. A minimum of 18 credit hours and a maximum of 27 credit hours are required in one discipline. At least 18 credit hours in major courses must be upper division-level courses.	
Adjunct (12 credit hours)	
Social Sciences Electives.....	9
A student may select courses from anthropology, criminal justice, history*, organizational behavior, political science, psychology, and sociology.	
Mathematics/Natural Sciences Elective	3
A student may select from computer information systems, computer science, mathematics, and natural sciences.	
Core Courses (42 credit hours)	42
Free Electives (33 credit hours).....	33
TOTAL CREDIT HOURS	120

BACHELOR OF LIBERAL STUDIES

Major in Social Sciences

Major (33 credit hours)	Cr. Hours
Social Sciences Electives.....	33
A student may select courses from anthropology, criminal justice, history*, organizational behavior, political science, psychology, and sociology. A minimum of 18 credit hours and maximum of 27 credit hours are required in one discipline. A student may not take more than 15 hours in criminal justice or organizational behavior courses as major electives. At least 18 hours in major courses must be upper division-level courses.	
Adjunct (12 credit hours)	
Humanities Electives	9
A student may select courses from English, foreign language, history*, music, philosophy, religious studies, and visual arts.	
Mathematics/Natural Sciences Elective	3
A student may select from computer information systems, computer science, mathematics, and natural science.	
Core Courses (42 credit hours)	42
Free Electives (33 credit hours).....	33
TOTAL CREDIT HOURS	120

* History may be chosen in either major or adjunct, but not in both.

MINOR IN RELIGIOUS EDUCATION/MINISTRY

The minor in religious education/ministry is designed for those students who wish to use their degree in church-related settings or for those who seek to understand better connections between faith and life.

Required Courses (27 credit hours)

RELS C119	Foundations of Religious Studies	3
RELS C100	Old Testament Literature	3
RELS C101	New Testament Literature	3
RELS C221	The Church Today	3
RELS C270	Current Moral Problems	3
RELS C368	Christianity and the Environment	3
RELS C370	Religion and Society	3
RELS C430	Church and Sacraments	3
RELS C460	Peoples and Their Religions	3

MINOR IN COMPUTER INFORMATION SCIENCE

City College offers a minor in computer information science for students in City College and other academic disciplines.

The following courses make up the minor:

CISA C110	Fundamentals of Information Systems
CISA C220	Programming, Data, File, and Object Structures
CISA C250	Hardware and Systems Software
CISA C280	Analysis and Logical Design
CISA C350	Networks and Telecommunications
CISA C370	Database Development

The preceding list assumes that the student has had adequate preparation in using computer applications and in mathematics, including exposure to elementary calculus. This preparation is ordinarily demonstrated through satisfactory completion of CISC C105, MATH C115, and MATH C116.

MINOR IN WOMEN'S STUDIES

The women's studies minor offers an opportunity to explore, within a rigorous academic context, important contemporary issues concerning women's perspectives and roles. Its interdisciplinary curriculum highlights the complex ways in which our notions of gender affect many dimensions of experience, including social roles, identity, sexuality, family life, moral choices, social justice, history, literature, and philosophy. The minor requires a selection of seven different courses in at least three different disciplines. The student chooses specific courses in consultation with an adviser. This minor is coordinated with a similar program in the College of Arts and Sciences, and students may take courses in either college. Susanne B. Dietzel, Ph.D., Adjunct Assistant Professor of Women's Studies in the College of Arts and Sciences and City College is the adviser for the Women's Studies minor. For a complete listing of the courses call (504) 864-7880, e-mail sdietzel@loyno.edu, visit the Women's Resource Center in Mercy, Room 103, or view the website www.loyno.edu/womens.center.

MINOR IN CRIMINAL JUSTICE

The minor in criminal justice allows students majoring in other academic disciplines to explore criminal justice as a field of study. The following courses make up the 21-hour minor:

CRJU C105 Introduction to Criminal Justice Systems

CRJU C110 Criminology: Fundamentals

SOCI C275 Deviant Behavior

CRJU C250 Juvenile Delinquency

and either

CRJU C218 Criminal Procedure

or

CRJU C405 Criminal Law

plus two additional criminal justice courses.

MINOR IN ENVIRONMENTAL STUDIES

The environmental studies minor program offers Loyola students the opportunity to engage in a broad and integrated study of the environment from a variety of academic viewpoints. This interdisciplinary program includes a wide spectrum of courses from various colleges and departments and focuses on understanding the relationships between humans and the natural world from biological, physical, chemical, sociological, economic, cultural, philosophical, and religious perspectives. In addition to presenting an introduction to the major global and regional environmental issues facing the planet today, the program attempts to develop in students the kinds of knowledge, wisdom, and problem-solving skills that will enable them to play an active role in understanding our global and regional ecosystems and contributing to their future well-being.

THE B.S.N. NURSING PROGRAM

DIRECTOR: Billie A. Wilson, R.N., Ph.D.

OFFICE: 119 Stallings Hall

The nursing program of Loyola University is an innovative upper division professional nursing program designed to meet the needs of registered nurses who wish to obtain a bachelor of science in nursing (B.S.N.) degree. The program prepares the graduate for expanded professional roles and for graduate study. The B.S.N. program is accredited by the National League for Nursing Accrediting Commission (NLNAC) and is available both in New Orleans and in Baton Rouge and at selected sites through Loyola's Off-campus Learning Program (OCLP). The NLNAC may be contacted by writing to: 61 Broadway, New York, NY 10006; or by calling (212) 363-5555.

ADMISSION REQUIREMENTS

To be admitted into the nursing program, a student must be a registered nurse with a current license to practice in the United States. The student must complete the regular university admissions process. A student who does not complete the admissions process prior to registration can enroll as a transient student for one semester by presenting the R.N. license at registration.

PROGRAM REQUIREMENTS

A minimum of 120 semester credit hours is required for the B.S.N. degree. No lower division nursing courses are taught at Loyola. Credit for lower division nursing (i.e., adult health, parent-child health, mental health) is awarded by validation of transfer credit for associate degree graduates or validation of advanced placement credit for diploma nursing school graduates.

The B.S.N. program requires students to enroll in one capstone practicum course, NURS C473: Integrated Practicum. This course is ordinarily taken at the end of the nursing sequence.

RN-TO-MSN OPTION

An R.N.-to-M.S.N. option is available for students who wish to attend one of Loyola's graduate programs. This option allows qualified applicants to substitute several M.S.N. graduate-level nursing courses for similar, but lower-level, B.S.N. undergraduate nursing courses. The benefit to the student is that 9 – 12 semester hours of M.S.N. course work are applied to the B.S.N. degree, leaving fewer semester hours remaining to complete the M.S.N. degree. The R.N.-to-M.S.N. options are described more fully in Loyola's *Graduate Bulletin*.

BACHELOR OF SCIENCE—NURSING

Major (50 credit hours)	Cr. Hrs.
Lower Division Nursing Courses (see previous page).....	24
NURS C361 Professional Nursing Practice.....	3
NURS C365 Health Assessment.....	4
NURS C377 Nursing Leadership Theory.....	3
NURS C450 Introduction to Nursing Research.....	3
NURS C457 Health Promotion Theory.....	3
NURS C471 Community Health Nursing Theory.....	3
NURS C473 Integrated Practicum.....	4
Nursing Elective.....	3
Required Core and Adjunct Courses (42 credit hours)	
BIOL C210, C211 Anatomy and Physiology.....	6
CHEM C105 Gen. Chemistry.....	3
BIOL C280 Microbiology.....	3
BIOL C335 Basic Nutrition.....	3
ORGB C260 Statistics.....	3
PSYC C330 Developmental Psychology.....	3
PSYC C100 Introduction to Psychology.....	3
SOCIO C100 Introduction to Sociology.....	3
COMP C119 English Composition.....	3
LIT C260 Introduction to Literary Forms.....	3
PHIL C122 Introduction to Philosophy.....	3
RELS C119 Foundations of Religious Studies.....	3
HIST C119 World Civilizations.....	3
Elective Core and Adjunct Courses (16 credit hours)	
Fine Arts.....	3
Literature.....	3
Philosophy.....	3
Religious Studies.....	3
Science Laboratory.....	1
Liberal Studies.....	3
Social Science.....	3
Free Electives	<u>9</u>
TOTAL CREDIT HOURS	120