

Online Undergraduate Catalog 2020-2021



Welcome from the President

Welcome to John Brown University. We are glad that you have chosen to join the JBU community.

John Brown University is committed to offering first-rate academic programs in a supportive Christian community. It is our desire that you will flourish during your time with us by coming to understand God, His world, and His design for your life.

John Brown University is first and foremost a teaching institution, and our faculty, staff and administrators are dedicated to helping students learn. They are excellent scholars and professionals as well as caring people committed to mentoring and advising students. You should take the initiative to get to know them because these relationships may well be life-changing.

This catalog should answer most, if not all, of your questions. It outlines the policies and standards that should guide your educational program here at JBU.

May God bless and keep you during your time here at John Brown University.

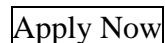
God-speed,
Dr. Chip Pollard

Catalog Guide

This catalog contains policies and guidelines for the purpose of aiding students in planning their educational curriculum and is not to be considered a contractual agreement. Program requirements, course content, and other regulations are subject to change at the discretion of the controlling entities within the university.



Use this icon to easily print sections of the catalog or save pages to a PDF file to save for future use



Use this icon to apply

For information concerning the Traditional Undergraduate or Graduate School Programs, please refer to the respective 2020-2021 Traditional Undergraduate or Graduate School catalogs.

Non-Discriminatory Policy

John Brown University admits persons to its programs and activities without regard to race, color, national or ethnic origin, or gender. The university does not discriminate on the basis of race, color, national or ethnic origin, physical or mental disability, or gender in the administration of education policies, admission policies, scholarship and loan programs, athletics, and other school-sponsored programs

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Academic Calendar

Important Dates for all JBU Students

FALL 2020

T 8/11 - W 8/12	TUG International Student Orientation & Registration
T 8/11 - W 8/12	TUG New Student Move-In
T 8/11 - W 8/12	TUG New Student Registration
Th 8/13 - Sa 8/15	TUG New Student Orientation
M 8/17	TUG Classes Begin
M 8/24	OU and Grad Classes Begin
F 8/28	TUG Last Day to Add On-Ground Courses
M 9/7	OU and Grad Labor Day Holiday
F 9/11	OU Last Day to Drop Fall A Courses*
F 9/11	OU Midterm Grades Due
F 9/18	Grad Last Day to Drop Fall A Courses*
F10/2	TUG Midterm Grades Due
F 10/9	TUG Last Day to Drop On-Ground Courses
F 10/16	Grad Last Day to Drop 16-week Courses*
F 10/16	OU Last Day of Fall A Courses
F 10/16	Grad Last Day of Fall A Courses
M 10/19	OU First Day of Fall B Courses
M 10/19	Grad First Day of Fall B Courses
F 11/6	OU Last Day to Drop Fall B Courses*
F 11/13	Grad Last Day to Drop Fall B Courses*
Sa 11/21	TUG Commencement
M 11/23 - F 11/27	OU and Grad Thanksgiving Holiday
T 11/24	TUG Last Day of Courses
W 11/25 - F 11/27	TUG Thanksgiving Holiday
T 12/1 - F 12/4	TUG Final Exams and Final Projects
Sa 12/5	OU and Grad Commencement
F 12/18	OU and Grad Last Day of Classes

* TUG students taking Online Undergraduate or Graduate classes must follow these drop dates.

SPRING 2021

M 1/4 - F 1/29	TUG Winter Session
M 1/11	OU and Grad Spring Classes Begin
F 1/29	OU Spring A Midterm Grades Due
F 1/29	OU Last Day to Drop Spring A Courses*

M 2/1	TUG First Day of Spring Classes
F 2/5	Grad Last Day to Drop Spring A Courses*
F 2/12	TUG Last Day to Add Courses
F 3/5	Grad Last Day to Drop 16-week Courses*
F 3/5	OU Last Day of Spring A Courses
F 3/5	Grad Last Day of Spring A Courses
M 3/8	OU First Day of Spring B Courses
M 3/8	Grad First Day of Spring B Courses
T 3/19	TUG Midterm Grades Due
M 3/22 - F 3/26	OU and Grad (only) Spring Break
F 3/26	TUG Last Day to Drop Courses
Th 4/1 - F 4/2	TUG (only) Easter Break
F 4/2	OU Last Day to Drop Spring B Courses*
F 4/9	Grad Last Day to Drop Spring B Courses*
F 5/7	OU and Grad Last Day of Classes
F 5/14	TUG Last Day of Classes
M 5/17 – Th 5/20	TUG Final Exams
Sa 5/22	Commencement (tentative)

* *TUG students taking Online Undergraduate or Graduate classes must follow these drop dates.*

SUMMER 2021

M 5/10	OU and Grad Summer Classes Begin
M 5/24	TUG Summer Classes Begin
F 5/28	TUG Last Day to Drop Summer Courses
F 5/28	OU Last Day to Drop Summer A Courses*
M 5/31	Memorial Day Holiday
F 6/4	Grad Last Day to Drop Summer A Courses*
F 6/18	TUG Last Day of Summer Courses
F 6/25	OU and Grad Last Day of Summer A Courses
M 6/28	OU and Grad First Day of Summer B Courses
F 7/2	Grad Last Day to Drop 14-week Courses*
M 7/5 - F 7/9	Summer Break
F 7/23	OU Last Day to Drop Summer B Courses*
F 7/30	Grad Last Day to Drop Summer B Courses*
F 8/20	OU and Grad Last Day of Summer B Courses

* *TUG students taking Online Undergraduate or Graduate classes must follow these drop dates.*

Mission of the University

The faculty and board of trustees have accepted the following statement as being an accurate expression of the university basic mission:

***John Brown University
provides Christ-centered education
that prepares people
to honor God and serve others
by developing their
intellectual, spiritual, and professional lives.***

[Statement of Faith](#)

[Accreditations & Affiliations](#)

[Council for Christian
Colleges & Universities](#)

Educational Philosophy

The faculty has expressed its purpose as sending forth graduates

Whose lives reflect the love of Christ

Through reverence toward God.

Through consecration to Christ and His Church.

Through knowledge of the Bible and appreciation of its principles.

Through participation in Christian activities with talents, means, and time.

Through tolerance, humility, and helpfulness to others.

Who possess intellectual integrity and an enthusiasm for continuing self-development

Through use of mental processes which lead to intelligent decisions.

Through familiarization with sources of information.

Through utilization of knowledge.

Through mastery of means of communication of ideas.

Who are able to function effectively in a multicultural world

Through a heightened awareness of diverse cultural contexts and values.

Through development of skills and attitudes necessary to interact, work, and minister with people of other cultures.

Through understanding the inclusiveness of God's Kingdom and the equality of all people before God.

Through formation of a Christian perspective of the world.

Who are eager and able to perform a share of the world's work

Through their willing response to God's unique plan.

Through working in chosen vocations with skill, efficiency, and dedication.

Through a cooperative and understanding attitude toward fellow workers.

Who make worthy contributions to their communities

Through active cooperation with other people toward general community improvement.

Through promoting wholesome entertainment, adequate educational programs, and other phases of community welfare.

Through exercising their political privileges in the spirit of Christ.

Through practicing the high ideals of love and justice toward all people.

<u>Locations & Map</u>	<u>Faculty & Administration</u>
<u>JBU Facts & Figures</u>	<u>Board of Trustees</u>
<u>Northwest Arkansas</u>	<u>Faculty Emeriti</u>

The Online Undergraduate Program

Norwood (associate vice president for academic administration)

The JBU Online Undergraduate Program provides non-traditional educational opportunities for students through compressed degree programs online. Our online classes offer working adults the opportunity to engage with faculty and earn a quality bachelor's degree in an interactive online format.

Working together with faculty from other areas of the university, the JBU Online Undergraduate Program offers a B.B.A. in Management, and B.S. degrees in Liberal Arts, Organizational Leadership, and Psychology. Program requirements are met through traditional college course work, credit by exam, credit for prior learning, successful completion of the specified sequence of courses in the major field, and completion of a capstone project. These programs do not follow the traditional university calendar, begin at various times, and meet throughout the year without regard to usual university breaks.

Certain policies of the JBU Online Undergraduate Program do not coincide with those of the university at large. Where conflicts arise, students taking classes in the JBU Online Undergraduate Program follow the specific regulations established by the program. General university policy applies in other areas.

For additional information, please refer to the web at www.jbu.edu/online/.

Admission to Online Undergraduate Programs

Start Your Journey at JBU!

JBU's Online Undergraduate Program is a fully online degree program designed for working students who need a more flexible program format. Having previous transferable college credit is no longer required to earn your degree online at JBU, but it's still accepted.

[APPLY NOW](#)

[CONTACT US](#)

Whether you've been out of school for a while or are just finishing up your degree, we believe you deserve a university who is deeply invested in your success as an individual, providing you with the support you need to make it to graduation and beyond.

What is required?

Click [here](#) for specific admission requirements

Links to additional information:

Admissions	<u>Admissions Guidelines</u>
Transfer Students	<u>Information for Transfer Students</u>
Academics	<u>Degree Programs</u>

Non-Discriminatory Statement

John Brown University admits persons to its programs and activities without regard to race, color, national or ethnic origin, or gender. The university does not discriminate on the basis of race, color, national or ethnic origin, physical or mental disability, or gender in the administration of education policies, admission policies, scholarship and loan programs, athletics, and other school-sponsored programs.

Tuition & Cost of Attendance

2020-2021 Online Undergraduate Tuition:

Tuition

\$300/credit hour

Refer to this site for specific information: <https://www.jbu.edu/online/financial-aid/>

Additional Financial Information

Cost of Attendance	Tuition
Student Accounts	Student Account Services
Financial Aid & Scholarships	Financial Aid Assistance
Veterans Administration Benefits	Veterans Services

Financial Planning

Each year a majority of students attending John Brown University benefit from federal or state grants, or federal loans. Students enrolled at least half-time and seeking financial aid are required to complete the Free Application for Federal Student Aid (FAFSA). To ensure that financial aid eligibility is determined in a timely manner, submit the FAFSA at least eight weeks prior to registration.

Based on information supplied by a student's FAFSA results, the Financial Aid Office will determine each student's financial aid award offer. Consideration for financial assistance will occur only after the student has received a tentative or final acceptance through the Admissions Office. Returning students will be awarded assistance if they are making satisfactory academic progress. To continue to receive federal financial aid, a student must file a new FAFSA each year.

The federal government sponsors student assistance programs to those who have demonstrated financial need. Through the Federal Pell Grant Program, students may receive as much as \$6,195 per year, based on authorization from Congress. Students may also be eligible for assistance from other sources, such as a low interest Direct Loans (subsidized or unsubsidized) to help cover both the direct and indirect costs of education. Award amounts depend on financial need.

John Brown University participates in the following state aid programs:

- Arkansas Challenge Scholarship
- Higher Education Opportunities (GO! Opportunities Grant)

A student can apply for the Challenge and GO scholarships via the YOUiversal Scholarship application located on the Arkansas Department of Higher Education (ADHE) web site. The ADHE Financial Aid Division web page states guidelines for student eligibility, as well as minimum and maximum award amounts, including aggregate maximum amounts. The state communicates directly with a student about eligibility, award amounts, and disbursement schedules. The state notifies JBU of award recipients via electronic rosters.

Financial Aid Policy

All students enrolled at John Brown University who receive financial aid through JBU or the federal Title IV Assistance Programs must meet the satisfactory academic progress requirements as defined below in order to be eligible for further aid.

Satisfactory Academic Progress

In order to be eligible to apply for financial assistance, a student must meet the qualitative and quantitative Satisfactory Academic Progress (SAP) standards.

1. The GPA Standard (Qualitative)

- Undergraduate students must achieve and maintain a cumulative grade point average of at least a 2.0 ('C' average) or must have an academic standing consistent with JBU's requirements for graduation.
- Graduate students must achieve and maintain a cumulative grade point average of at least a 3.0 to continue in the JBU Graduate Program and be eligible to receive aid.

2. The Pace of Progress Standard (Quantitative)

- Students must pass a minimum of 67% of the credits attempted during their academic career.
 - In accordance with Federal Student Aid requirements, the Financial Aid Office allows the student the opportunity to receive federal aid for only one retake of a class. A repeated course is counted as attempted and successfully completed if a passing grade is earned.
- Undergraduate students cannot attempt more than 150% of the credits required for completion of the student's degree.
 - In the case of a transfer student who may have earned credits at another institution, only the credits that apply to the student's degree will be considered as part of the 150% degree maximum.

Appeal Process

If a student does not successfully meet the satisfactory academic progress standards, the Financial Aid Office will notify the student in writing of his or her suspension of financial aid. The Financial Aid Office will email students with this notification and the email will additionally contain the institutional policy regarding appeals procedures. The student may submit a written appeal to the director of financial aid within 30 calendar days of the notification of their financial aid status suspension. Submission of an appeal does not guarantee that probationary status will be granted to a student who does not meet SAP requirements. The director will review appeals on a case-by-case basis and upon completion of the appeal review, the student will be notified by the Financial Aid Office of the decision.

While the director may allow for other mitigating circumstances depending on the merit of the appeal, some examples where the university makes allowances for mitigating circumstances include:

- Serious illness of a family member
- Medical complications or prolonged illness of the student
- Inability to attend classes due to unexpected lack of transportation
- Serious financial problems requiring excessive hours of employment
- Death in the family or death of a close friend

Upon successful appeal, a student is allowed a probation period of one year to meet the SAP requirements in which the student will continue to receive assistance. If a student does not meet SAP requirements upon completion of their probation period, they are ineligible to receive financial aid under the Title IV, HEA program requirements.

Additionally, if a student has extenuating circumstances that require an extension of time to complete a degree, the student may submit a written appeal to the Financial Aid Committee for review of the Pace of Progress Standard.

An appeal for financial aid eligibility is a separate process from the appeal process for academic suspension conducted through the Registrar's Office. A successful appeal with the Registrar's Office after academic suspension does not necessarily reinstate a student's financial aid.

Additional SAP Considerations

- *Incompletes*: An incomplete (I) is counted as an attempted class that was not successfully completed.
- Per traditional undergraduate academic policy, an incomplete grade must be made up within 30 days after the official grade reporting date. After the 30 days, the incomplete grade will be changed to the grade of an 'F' and can only be changed upon approval of the instructor and the associate vice president for academic administration. In extenuating circumstances, the instructor may request an extension date from the dean of Academic Services.
- *Withdrawals*: a withdrawal (w) is counted as an attempted class that was not successfully completed.
- For semester-based JBU Online Undergraduate students, a withdrawal is counted as an attempted class that was not successfully completed. However, for term-based JBU Online Undergraduate students, a withdrawal received during the add/drop period does not factor into the SAP calculation; withdrawals after the add/drop period immediately incur an 'F' and count as an attempted class that was not successfully completed.
- *Not-for-credit remedial course work* and *audited courses* are not counted in SAP calculations.
- *Transfer hours*: Transfer hours that apply to a student's degree count as hours attempted and completed, but they are not considered in the calculation of cumulative GPA.
- *Students pursuing a second degree*: Students pursuing a second degree are not eligible for the Pell Grant. Students are only eligible for loans up to 150% of the hours required to obtain their degree. Students who have completed a degree, but who have not enrolled in a new degree program are not eligible for financial aid.
- *Determining official or unofficial withdrawal*: JBU has several procedures in place for determining whether or not a student officially withdrew for students who received all 'F' or 'T' grades in a term.
 - Undergraduate: Professors and academic advisors initially monitor students for absences, though they are not required to take attendance. If a lengthy absence is observed by either the professor, academic advisor, or other faculty or staff members, the student is reported to the Registrar's Office. The registrar then notifies the student with a letter indicating

that the student will be officially withdrawn unless they begin to consistently attend classes. If a student does not respond to the registrar's contact, the student is removed from classes and is officially withdrawn. At this time, the Financial Aid Office is notified by the registrar of the student's official withdrawal.

When a JBU Online Undergraduate student fails to attend classes and fails to notify proper administrators that they wish to withdraw, the university utilizes one of two methods to address these situations. First, the professor submits an Ally Alert that a student failed to attend or, in the case of an online class, failed to submit assignments. After the administration appropriately reviews the situation to confirm that the student will not continue in the class, the administration sends a withdrawal form to each of the campus offices affected, including the Financial Aid Office.

Veterans Administration Benefits

John Brown University is an approved institution for veterans and veterans' beneficiaries training. Veterans, widows, and children of veterans who lost their lives in service, or veterans who are now disabled as a result of service should contact the nearest Veterans Administration Regional Office as far in advance of enrollment date as possible for assistance in securing veterans administration benefits. Information regarding this program may be obtained from JBU's VA certifying official at registrar@jbu.edu.

VA Pending Payment Compliance Addendum

In accordance with Title 38 US Code 3679(c), this educational institution adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post-9/11 G.I. Bill® (Ch.33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to the institution is pending from VA. This educational institution will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the VA Certification of Eligibility (COE) by the first day of class;
- Provide a written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies.

Contact veteran services at veteranservices@jbu.edu for additional information.

Academic Colleges

College of Bible, Humanities, and Arts

Stratman (dean)

Department of Online Undergraduate Liberal Arts

Moore (department chair)

Liberal Arts, B.S.

Student Learning Outcomes

Moral and Ethical Judgment - Make moral and ethical judgments based upon a Christian worldview.

Communication Media - Utilize various communications media to develop civic engagement.

Analyzing Issues - Demonstrate the ability to draw upon historical knowledge in order to analyze relevant historical and contemporary issues.

Engaged Citizenship - Demonstrate engaged citizenship by developing a broad understanding of social and political issues.

Understanding Human Behavior - Demonstrate an understanding of human behavior and how it impacts a person's worldview.

Utilizing Personal Strengths - Demonstrate an understanding of one's own strengths and how to utilize them.

Requirements for the Bachelor of Science (B.S.) degree with major in Liberal Arts

University Core Curriculum - 37 hours

Program requirements satisfy 12 of the 49 hours in the Core Curriculum.

- The Intercultural Engagement elective area is satisfied by ICS 2113.
- The nine hours of the Arts and Humanities and the Social and Behavioral Sciences elective areas are satisfied by the completion of the following major requirements: HST 2153, POL 1013, PSY 1013.

Core Curriculum Courses

Courses Specified by the Program - 39 hours

- EGL 3003 Masterpieces of Literature
- HST 2153 Twentieth Century World History
- ICS 2113 Intercultural Communication
- POL 1013 American Government and Politics
- PSY 1013 Introductory Psychology
- RPH 2103 Introduction to Philosophy

Two of the following:

- BUS 1123 Business Communication
- COM 2523 Public Speaking
- ECN 2113 Principles of Microeconomics
- ECN 2123 Principles of Macroeconomics
- MKT 2143 Principles of Marketing
- MUS 2083 Masterpieces of Music
- RPH 2423 Ethics
- SST 1113 Introduction to Sociology

Five of the following:

- COM 3453 Social Movements
- COM 4363 Political Communication
- COM 4373 Online Advocacy
- HST 3423 Leaders in History
- POL 3003 Political Philosophy
- POL 3213 Religion and Politics
- PSY 4213 Abnormal Psychology

Additional approved college credit - 44 hours

These hours should be chosen in consultation with your academic advisor.

Minimum total semester hours - 120

In order to graduate, each BSLA major must have a cumulative grade point average of 2.0 (4.0 scale) or above for all degree work and 2.25 in the major.

Requirements for minor in Communication

Student must successfully complete 12 hours

Four from the following:

- BUS 1123 Business Communication
- COM 2523 Public Speaking
- COM 3453 Social Movements
- COM 4363 Political Communication
- ICS 2113 Intercultural Communication

Note: *Maximum 3 hours of transfer credit allowed*

Requirements for minor in Politics and Ethics

Student must successfully complete 12 hours

- HST 3423 Leaders in History
- POL 1013 American Government and Politics
- POL 3003 Political Philosophy
- POL 3213 Religion and Politics

Note: *Maximum 3 hours of transfer credit allowed*

Soderquist College of Business

Ladner (dean)

The mission of the Soderquist College of Business is to equip students to succeed in the wide world of business by empowering students to analyze diverse business situations, examine complex problems, and provide ethical, strategic leadership to organizations.

Department of Online Undergraduate Business

Jackson (department chair)

Management, B.B.A.

Student Learning Outcomes

Through giving students a broad exposure to the functional areas of business, the environments in which organizations must operate, and the knowledge of important behavior dimensions of government, the BBA in Management program will prepare students for a career as a professional manager in corporations, public institutions, not-for-profit organizations and small business. In addition, the Management program will provide a foundation for those who want to pursue graduate degrees in business and public administration.

The management major should achieve the following outcomes:

Effective Communication: Communicate effectively and professionally in various contexts using diverse techniques and contemporary media.

Critical Reasoning and Research: Conceptualize, apply, analyze, synthesize, and evaluate information to address questions, perform analyses, understand and apply results, reach conclusions, and assess impact.

Business Skills and Knowledge: Demonstrate skills and knowledge relevant to a business focus necessary for professional growth and success in global and culturally diverse contexts.

Ethical and Legal Issues and Christian Worldview: Anticipate, identify, and resolve moral, ethical and legal dilemmas through an understanding and application of the Christian worldview.

Management Skills and Knowledge: Construct logical and creative solutions to complex management problems through synthesis and evaluation of both qualitative and quantitative data.

Requirements for the Bachelor of Business Administration (B.B.A.) degree with major in Management

University Core Curriculum - 37 hours

Program requirements satisfy 12 of the 49 hours in the Core Curriculum.

- The Intercultural Engagement elective area is satisfied by INT 4103.
- The Mathematics elective area is satisfied by BUS 2193.
- Six hours of the Social and Behavioral Sciences elective area are satisfied by ECN 2113 and ECN 2123.

Core Curriculum Courses

Business Core - 42 hours

- ATG 2173 Principles of Financial Accounting
- ATG 2183 Principles of Managerial Accounting
- BUS 1003 Business Foundations
- BUS 1123 Business Communication
- BUS 2193 Business Statistics
- BUS 3113 Spreadsheet Analytics
- BUS 4253 Business Law and Ethics
- BUS 4993 Strategic Management
- ECN 2113 Principles of Microeconomics
- ECN 2123 Principles of Macroeconomics
- FIN 3003 Principles of Finance
- INT 4103 Global Environment of Business
- MGT 2173 Principles of Management
- MKT 2143 Principles of Marketing

Management Major Courses - 18 hours

- LDR 2563 Leadership Competencies
- LDR 3563 Organizational Leadership
- MGT 3213 Management Science
- MGT 3513 Human Resource Management
- MGT 3723 Project Management
- MGT 3993 Production and Operations Management

Additional approved college credit - 23 hours

Minimum total semester hours – 120

Organizational Leadership, B.S.

Student Learning Outcomes

The Organizational Leadership degree (OL) is a diverse, compressed program that is designed to address the needs of varied learners including: mid-career organizational members who are seeking to equip themselves to advance their opportunities for advancement and less work-experienced learners who have an interest in developing the foundational organizational tools, knowledge and personal skills necessary for organizational success. This curriculum, created with a uniquely Christian worldview, develops and equips learners in ways that are relevant to leadership in a broad range of organizational contexts.

The OL major should achieve the following outcomes:

Effective Communication: Communicate effectively and professionally in various contexts using diverse techniques and contemporary media.

Critical Reasoning and Research: Conceptualize, apply, analyze, synthesize, and evaluate information to address questions, perform analyses, understand and apply results, reach conclusions, and assess impact.

Global Leadership and Teams: Understand the servant leadership model and be able to lead individuals and teams to perform effectively in global and culturally diverse contexts.

Business Skills and Knowledge: Demonstrate skills and knowledge relevant to a leadership and management focus necessary for professional growth and success in global and culturally-diverse contexts.

Christian Worldview: anticipate, identify, and resolve moral, ethical, and legal dilemmas through their understanding and application of the Christian worldview.

Requirements for the Bachelor of Science (B.S.) degree with major in Organizational Leadership

University Core Curriculum - 40 hours

Program requirements satisfy 9 of the 49 hours in the Core Curriculum.

- The Intercultural Engagement elective area is satisfied by INT 4103.
- Six hours of the Social and Behavioral Sciences elective area are satisfied by ECN 2113 and ECN 2123.

Core Curriculum Courses

Courses specified by this program - 48 hours

- ATG 3513 Accounting for Managers
- BUS 1123 Business Communication
- BUS 3013 Research and Statistical Concepts
- BUS 3113 Spreadsheet Analytics
- BUS 4253 Business Law and Ethics
- BUS 4433 Critical Analysis and Reasoning
- BUS 4993 Strategic Management
- ECN 2113 Principles of Microeconomics
- ECN 2123 Principles of Macroeconomics
- INT 4103 Global Environment of Business
- LDR 2563 Leadership Competencies
- LDR 3563 Organizational Leadership
- MGT 2173 Principles of Management
- MKT 2143 Principles of Marketing
- OL 4123 Leading and Managing Organizational Change
- OL 4323 Leading Teams and Coalition Building

Additional approved college credit - 32 hours

These hours should be chosen in consultation with your advisor.

Minimum total semester hours - 120

In order to graduate, each BSOL major must have a cumulative grade point average of 2.0 (4.0 scale) or above for all degree work and 2.25 in the major.

Business, Minor (non-MBA focus)

Requirements for minor in Business

Student must successfully complete 12 hours

- BUS 1123 Business Communication
- BUS 4253 Business Law and Ethics
- MGT 2173 Principles of Management
- MKT 2143 Principles of Marketing

Note: *Maximum 3 hours of transfer credit allowed*

Business, Minor (pre-MBA focus)

Requirements for minor in Business

Student must successfully complete 12 hours

- ATG 2173 Principles of Financial Accounting
- BUS 2193 Business Statistics
- ECN 2113 Principles of Microeconomics
- FIN 3003 Principles of Finance

Note: *Maximum 3 hours of transfer credit allowed*

Requirements for minor in Leadership

Student must successfully complete 12 hours

Four from the following:

- BUS 1123 Business Communication
- LDR 2563 Leadership Competencies
- LDR 3563 Organizational Leadership
- OL 4123 Leading and Managing Organizational Change
- OL 4323 Leading Teams and Coalition Building

Note: *Maximum 3 hours of transfer credit allowed*

College of Education and Social and Behavioral Sciences

Ellis (dean)

Department of Online Undergraduate Psychology

Froman (department chair)

Psychology, B.S.

Student Learning Outcomes

Knowledge Base of Psychology

Students will demonstrate familiarity with the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology.

Research Methods in Psychology

Students will understand and apply basic research methods in psychology, including research design, data analysis, and interpretation.

Critical Thinking Skills in Psychology

Students will respect and use critical and creative thinking, skeptical inquiry, and, when possible, the scientific approach to solve problems related to behavior and mental processes.

Application of Psychology

Students will understand and apply psychological principles to personal, social, and organizational issues.

Integration of Faith and Values in Psychology

Students will be able to weigh evidence, tolerate ambiguity, act ethically, and integrate a Christian world view with psychology as a discipline.

Information and Technological Literacy

Students will demonstrate information competence and the ability to use computers and other technology for many purposes.

Communication Skills

Students will be able to communicate effectively in a variety of formats.

Sociocultural and International Awareness

Students will recognize, understand, and respect the complexity of sociocultural and international diversity.

Personal Development

Students will develop insight into their own and others' behavior and mental processes and apply effective strategies for self-management and self-improvement.

Career Planning and Development

Students will emerge from the major with realistic ideas about how to implement their psychological knowledge, skills, and values in occupational pursuits in a variety of settings.

Requirements for the Bachelor of Science (B.S.) degree with major in Psychology

Core Curriculum - 40 hours

Program requirements satisfy 9 of the 49 hours in the Core Curriculum.

- The Mathematics elective area is satisfied by PSY 2383.
- Six hours of the Social and Behavioral Sciences elective area are satisfied by two of the following: PSY 1013, PSY 2413, PSY 3413, PSY 3423, PSY 3493, PSY 4213, PSY 4333, PSY 4343, PSY 4353, PSY 4493.

Core Curriculum Courses

Courses Specified by the Program - 42 hours

- PSY 1013 Introductory Psychology
- PSY 2233 Theories of Counseling
- PSY 2243 Introduction to Therapeutic Interviewing
- PSY 2383 Statistics for the Behavioral Sciences
- PSY 2393 Research Methods
- PSY 2413 Developmental Psychology
- PSY 3203 Psychological Testing
- PSY 3413 Selected Topics
- PSY 3423 Social Psychology
- PSY 3493 Research Seminar
- PSY 4213 Abnormal Psychology
- PSY 4493 Seminar in Psychology

Six hours from the following:

- PSY 4333 Cognitive Psychology
- PSY 4343 Theories of Learning
- PSY 4353 Behavioral Neuroscience

Additional approved college credit - 38 hours

These hours should be chosen in consultation with your academic advisor.

Minimum total semester hours - 120

In order to graduate, each BSP major must have a cumulative grade point average of 2.0 (4.0 scale) or above for all degree work and 2.25 in the major.

Requirements for minor in Psychology

Student must successfully complete 12 hours

- PSY 1013 Introductory Psychology
- PSY 2233 Theories of Counseling
- PSY 2413 Developmental Psychology
- PSY 3423 Social Psychology

Note: *Maximum 3 hours of transfer credit allowed*

The Core Curriculum

John Brown University's Core Curriculum provides a common set of broadly oriented foundational courses that instill a deeper, integrative understanding of scripture, creation, and culture in order to prepare students to honor God and serve others.

Students must take all of the Required Courses and must satisfy each of the Elective Areas.

A course may satisfy only one Core Curriculum requirement, except that study abroad courses satisfying the Intercultural Engagement requirement may also satisfy one other Core Curriculum requirement.

Courses with prerequisites are marked with a superscript 'P'.

Note: Courses that are not linked in this catalog can be viewed in the Traditional Undergraduate Catalog.

Required Courses - 26 hours

- BBL 1013 Old Testament Survey or BBL 1083 Honors: Old Testament Survey ^P
- BBL 1023 New Testament Survey or BBL 1093 Honors: New Testament Survey ^P
- BBL 2013 Essentials of Evangelical Theology ^P or BBL 2093 Honors: Integrated Theology II ^P
- BBL 2022 Essentials of Christian Formation ^P or BBL 2043 Essentials of Christian Formation: Study Abroad ^P or BBL 2083 Honors: Integrated Theology I ^P
- COR 1103 Orientation to Learning
- EGL 1013 English I: Composition or EGL 1083 Honors: English I: Composition ^P
- EGL 1023 English II: Literary Analysis and Research ^P or EGL 1093 Honors: English II: Literary Analysis and Research ^P
- HST 2013 Integrated Humanities I ^P or HST 2083 Honors: Integrated Humanities I ^P
- HST 2023 Integrated Humanities II ^P or HST 2093 Honors: Integrated Humanities II ^P

Elective Areas - 23 hours

Note: Courses recommended for most students are shown in **bold**. Courses that are not bolded will satisfy the elective area but may be more appropriate for students in a particular major.

Intercultural Engagement - 3 hours

- ART 2163 Irish Art and Culture
- ART 3543 Photography Abroad ^P
- **COM 2433 Diversity and Media Issues**
- ED 2033 Cultural Competencies for Human Service Professionals
- EN 3513 International Problem Solving

- FAM 4113 Intercultural Family Seminar
- **HST 3263 Slavery and Race in American History**
- **HST 3443 The Modern Middle East**
- **HST 3473 African Civilization since 1850**
- **ICS 2113 Intercultural Communication**
- ICS 2193 Honors: Intercultural Communication ^P
- INT 4103 Global Environment of Business
- LS 4113 Readings in Spanish I ^P
- **POL 3253 Politics and Race in America**
- **RPH 3533 Introduction to Islam**
- **RPH 3543 Introduction to Hinduism and Buddhism**

Mathematics - 3 hours

- BUS 2193 Business Statistics ^P
- **MTH 1003 Introduction to Statistics** ^P
- **MTH 1113 College Algebra** ^P
- MTH 1123 Survey of Calculus ^P
- MTH 1134 Calculus I ^P
- MTH 2103 Applied Statistics for Scientists ^P
- PSY 2383 Statistics for the Behavioral Sciences ^P

Natural Science - 6 hours

One course must have a lab component

- **BIO 1003 Biological Science** (includes lab)
- BIO 1093 Honors: Biological Science ^P (includes lab)
- **BIO 1124 Cell Biology** (includes lab)
- BIO 1144 Plant and Animal Diversity (includes lab)
- BIO 2184 Ecology and Evolution ^P (includes lab)
- BIO 2514 Anatomy & Physiology I ^P (includes lab)
- BIO 2524 Anatomy & Physiology II ^P (includes lab)
- BIO 3514 Human Anatomy ^P (includes lab)
- BIO 3524 Human Physiology ^P (includes lab)
- CHM 1014 Fundamentals of Chemistry ^P (includes lab)
- CHM 1124 General Chemistry I ^P (includes lab)
- **GSC 1023 Physical Science** ^P
- **GSC 1033 Astronomy** ^P
- GSC 1043 Elementary Science Content I ^P (includes lab)
- GSC 1053 Elementary Science Content II ^P
- GSC 1143 Earth Science ^P
- **GSC 2003 Environmental Science**
- PHY 1114 Fundamentals of Physics I ^P (includes lab)

- PHY 2114 General Physics I ^P (includes lab)
- PHY 2124 General Physics II ^P (includes lab)

Whole Person Wellness - 2 hours

- **KIN 1002 Wellness for Life**
- **NUR 1022 Concepts in Community Health & Wellness**

Arts, Humanities, Social and Behavioral Sciences - 9 hours

3 hours from any of the areas in the Arts and Humanities

3 hours from any of the areas in the Social and Behavioral Sciences

3 additional hours from any of the areas in either the Arts and Humanities or the Social and Behavioral Sciences

Arts and Humanities - 3 to 6 hours

The Arts

- ART 2163, **ART 2233^P**, **ART 2333**, **ART 2343**, ART 3203, **ART 3233**, ART 3563^P
- BBL 4453
- **COM 2083**
- MUS 1113^P, **MUS 1203^P**, **MUS 2083**, MUS 2113^P, MUS 3213^P, MUS 3223^P, MUS 3243^P
- **THE 3213^P**

History

- HST 2113, HST 2123, **HST 2133**, HST 2153, **HST 2243**, **HST 2323**, **HST 2523**, **HST 3253**, **HST 3263**, **HST 3273**, **HST 3313**, HST 3411, HST 3412, HST 3413, **HST 3423**, **HST 3433**, **HST 3443**, **HST 3463**, **HST 3473**

Literature

- **EGL 2213^P**, **EGL 2223^P**, **EGL 2243^P**, **EGL 2273^P**, **EGL 2413^P**, **EGL 2423^P**, **EGL 3003^P**, EGL 3313^P, EGL 3323^P, EGL 3333^P, EGL 3343^P, EGL 3353^P, EGL 3713^P, EGL 4473^P, EGL 4483^P

Religion and Philosophy

- **BBL 3413^P**, **BBL 3423^P**, **BBL 3433^P**, **BBL 3443^P**, **BBL 3453^P**, **BBL 3463^P**, **BBL 3473^P**, BBL 3583, **BBL 3613^P**, **BBL 3623^P**, **BBL 3633^P**, **BBL 3663^P**, BBL 4433^P
- **RPH 2103**, **RPH 2323**, **RPH 2423**, RPH 3013^P, RPH 3323, RPH 3343, RPH 3353, RPH 3533, RPH 3543, RPH 4433^P, RPH 4481, RPH 4482, RPH 4483

- **POL 3003^P**
- PPE 2113, PPE 2133 (*only one PPE course may count toward the Arts and Humanities elective area*)

Social and Behavioral Sciences - 3 to 6 hours

Economics

- **ECN 2003, ECN 2113**, ECN 2123^P, ECN 2543, ECN 3133^P, ECN 3213^P, ECN 4103^P, ECN 4413^P, ECN 4423^P, ECN 4993
- EN 2323
- PPE 2113, PPE 2133 (*only one PPE course may count toward the Social and Behavioral Sciences elective area*)

Linguistics

- LS 2173

Political Science

- **POL 1013, POL 2213**, POL 3163^P, POL 3173^P, **POL 3213**, POL 3253, POL 3353^P, POL 3423^P, POL 4213, POL 4223
- PPE 2113, PPE 2133 (*only one PPE course may count toward the Social and Behavioral Sciences elective area*)

Psychology

- ED 2143
- **FAM 2133**, FAM 2413, FAM 2633^P, FAM 3223^P, **FAM 3243^P**, FAM 3273, FAM 3413^P, FAM 4113^P, FAM 4253^P, FAM 4443^P, FAM 4453^P, FAM 4481, FAM 4482, FAM 4483
- **PSY 1013**, PSY 1093^P, PSY 2123, PSY 2383^P, **PSY 2413**, PSY 3203^P, PSY 3303^P, PSY 3333^P, PSY 3411^P, PSY 3412^P, PSY 3413^P, PSY 3423^P, PSY 3493^P, PSY 4213^P, PSY 4333^P, PSY 4343^P, PSY 4353^P, PSY 4411^P, PSY 4412^P, PSY 4413^P, PSY 4493^P

Sociology

- **ICS 2123**
- SST 1113, SST 1133, SST 1143

Additional Option for Meeting Core Curriculum

A student who enters JBU with either a bachelor's degree or one of the following associate's degrees— Associate of Arts or Associate of Science—from an accredited institution will satisfy the Core Curriculum requirements except for the following courses:

- COR 1002 Gateway Seminar in Christian Scholarship or **COR 1103 Orientation to Learning**
- **BBL 1013 Old Testament Survey**
- **BBL 1023 New Testament Survey**
- **BBL 2013 Essentials of Evangelical Theology**
- **BBL 2022 Essentials of Christian Formation**

A student who completes either an Associate of Arts or an Associate of Science through reverse transfer will also satisfy the Core Curriculum requirements except for the courses listed above. Associate's degrees earned from JBU will not fall under this policy and students must explicitly satisfy each Core Curriculum requirement in order to earn a bachelor's degree.

Degree Requirements

Minimum Total Semester Hours

Completion of any bachelor's degree at John Brown University requires at least 120 hours of academic credit. Certain programs exceed the minimum.

Sufficient courses must be completed to offset any deficiency in total number of semester hours in addition to all other specific requirements, preferably in an area which will enrich and broaden the student's acquaintance with the major areas of knowledge.

Minors

A JBU Online Undergraduate minor is a formally recognized aggregate of courses in a designated secondary subject area or discipline usually outside of (but often complementing) the student's degree major and in which knowledge is gained in a coherent pattern of courses.

Completion of a minor requires 12 semester hours, in accordance with the department's specifications, including at least three hours of upper-division course work. The minimum grade point average for course work in the minor is 2.0.

Double Major

Students who wish to pursue a second major within the JBU Online Undergraduate Program must complete all unique hours within the second major. Students are allowed to transfer in up to 25% of the second major from another university. Students who wish to complete a second major must do so prior to graduating. Once a student has graduated they cannot add a second major.

Non-Degree Seeking Students

In most cases, a maximum of 15 hours may be completed under non-degree status. Permission to take more than 15 hours is subject to approval by the department chair and associate vice president for academic administration. Students enrolled in degree programs have priority over non-degree students in class registrations and on waitlists. Non-Degree seeking students must meet the admissions requirements required for the JBU Online Undergraduate Program in order to register.

Additional Bachelor's Degrees

For two bachelor's degrees, a minimum of 150 semester hours must be completed incorporating all requirements for both degrees. A maximum of 30 credits by exam may be included. All other stipulations of the residence requirements apply to the second as well as to the first degree.

Completion of a minor requires 12 semester hours, in accordance with the department's specifications, including at least three hours of upper-division course work. The minimum grade point average for course work in the minor is 2.0.

Course Descriptions

Course offerings are numbered utilizing four digits, the first indicating college year and the last the number of semester hours credit.

Courses numbered 0001 to 0999 are considered remedial; hours do not count toward minimum requirements for graduation.

Courses numbered 3001 to 4999 fulfill requirements for upper-division credits. Most of these courses have specified prerequisites.

Courses numbered 0001 to 4999 are listed in the Undergraduate Catalog.

A prerequisite course must have been completed with an acceptable passing grade before enrollment in the given course is permitted.

ART 2233 Art History I

Three hours An introduction to the major people and works responsible for our visual heritage. Students will work toward the goal of developing visual literacy, in the areas of fine art, design, and architecture.

Offered Fall B and Spring B

ATG 2173 Principles of Financial Accounting

Three hours A study of accounting vocabulary and skill building in the applications of Generally Accepted Accounting Principles to areas such as the accounting cycle, financial statement preparation, cash and inventory control, receivables, fixed asset analysis, liabilities and payroll all viewed through the lens of a sole proprietor, partnership, and corporation.

Offered Fall A and Spring A

ATG 2183 Principles of Managerial Accounting

Three hours Study of basic concepts of management accounting, planning and control, management decision making, just-in-time operating, activity-based-costing, and financial statement analysis.

Prerequisite: ATG 2173

Offered Fall B and Spring B

ATG 3513 Accounting for Managers

Three hours This course covers the concepts and principles of corporate accounting and the preparation of financial reports used by managers. Topics covered include stockholder's equity, long-term liabilities, the statement of cash flows, and financial ratio analysis. It will also include an

introduction to cost accounting, which is the use of internal reporting of accounting data for planning and controlling operations and policy making.

Offered Fall B and Spring B

ATG 4983 MA Integration and Applied Learning Capstone

Three hours Synthesizes the knowledge and skills learned throughout this program. This experience may be, but is not limited to, a guided project (i.e., designing a new financial plan, analyzing an existing major financial organizational problem/opportunity and recommending solutions through a presentation and report.

Prerequisites: BUS 4993 and senior standing

BBL 1013 Old Testament Survey

Three hours A brief introduction to the history and message of the Old Testament. A general survey of the overall content of each book and certain significant themes stressing relevance to Christian living.

Offered Fall A, Spring A, and Spring B

BBL 1023 New Testament Survey

Three hours An introduction to the history and message of the New Testament. The class provides an academic overview of each book, its context and significant themes, with challenges and applications to Christian faith and discipleship.

Offered Fall B, Spring B, and Summer B

BBL 2013 Essentials of Evangelical Theology

Three hours Essentials of Evangelical Theology challenges students to examine and explore together Christianity's essential doctrines by introducing them to theology's historical context and helping them practice theology as a life-long response to God's call to live for Christ.

Prerequisites: BBL 1013 and BBL 1023, or equivalents

Offered Fall A and Spring A

BBL 2022 Essentials of Christian Formation

Three hours Essentials of Christian Formation challenges students to embody their faith while assessing God's call to live for Christ through assignments designed to develop lifelong Christian spiritual practices and habits that help them to love God and others.

Prerequisites: BBL 1013 and BBL 1023

Offered Fall A, Fall B, Spring A, Spring B, Summer A, and Summer B

BIO 1003 Biological Science

Three hours An introductory survey of biology designed for liberal arts students. Topics addressed include the nature of science, cellular processes, genetics, biotechnology, evolution, biodiversity, ecology, and the integration of the Christian faith and science. Laboratory experiences emphasize the scientific method and biological processes. Two hours lecture-discussion and one two-hour laboratory per week. Meets the Natural Science requirement of the Core Curriculum.

Corequisite: BIO 1003L

Offered Fall A, Fall B, Spring A, Spring B, Summer A, and Summer B

BUS 1003 Business Foundations

Three hours This course is an introduction to business and perspective of the Christian world view. The purpose of this course is to provide foundational skills in areas that are critical for further studies in business leading to a successful career launch.

BUS 1123 Business Communication

Three hours Development of professional communication skills, both written and oral, in business. Includes mechanics, techniques, and psychological principles of effective business communications with emphasis on contemporary communication technologies.

Prerequisite: EGL 1013

Offered Spring A and Summer A

BUS 2193 Business Statistics

Three hours A study of statistical theory as it applies in business settings. Topics include probability, distributions, descriptive statistics, estimation, hypothesis testing, regression and correlation, non-parametric methods, ANOVA, and statistical quality control. Meets the Mathematics requirement of the Core Curriculum.

Prerequisite: MTH 1113

Offered Fall B and Spring B

BUS 3013 Research and Statistical Concepts

Three hours Focus is primarily on qualitative methods. Includes the development of a research project utilizing the appropriate research methods and conceptual statistical analyses.

Offered Fall B and Spring B

BUS 3113 Spreadsheet Analytics

Three hours Practice in using Microsoft Excel for various business applications. Emphasis will be placed on creating schedules, producing reports using pivot tables and graphs, and generating and updating macros through basic Visual coding.

Prerequisite: BUS 2193 or BUS 3013

Offered Fall A and Spring A

BUS 4253 Business Law and Ethics

Three hours Basic legal principles that govern modern business transactions. Topics include contracts, real and personal property, agencies, employment, business formation, and Uniform Commercial Code. Emphasis on organizational ethics and compliance.

Offered Spring B and Summer B

BUS 4433 Critical Analysis and Reasoning

Three hours Development of purposeful, unbiased analysis of evidence to arrive at logical and reasonable conclusions using various methods introduced and practiced in the course.

Offered Fall A and Spring A

BUS 4973 BA Integration and Applied Learning Capstone

Three hours Synthesizes the knowledge and skills learned throughout this program. This experience may be, but is not limited to, a guided project (i.e., designing a new organization, analyzing an existing major economic or operations problem/opportunity and recommending solutions through a presentation and report.

Prerequisites: BUS 4993 and senior standing

Offered Fall B and Spring B

BUS 4993 Strategic Management

Three hours An integrative study of business context and policy focused on the designing, evaluating, and defending of various business strategies based on current and historical cases from a variety of organizations.

Prerequisite: 80 hours of coursework

Offered Fall A and Spring A

COM 2523 Public Speaking

Three hours Students gain theoretical and applied knowledge of public speaking techniques. Speeches may include extemporaneous, impromptu, informative, persuasive, or rhetorical analysis.

Offered Fall A and Summer A

COM 3453 Social Movements

Three hours A survey of social movements and the theoretical strategies used to further those causes, including analysis of abolition, suffrage, civil rights, and other significant events.

Offered Fall A and Spring B

COM 4363 Political Communication

Three hours A study of the role of communication in the American political process. Campaign strategies, political orator, grass roots activism, and other forms of political rhetoric will be explored.

Offered Fall B and Summer B

COM 4373 Online Advocacy

Three hours A survey of the Internet use and the tools it provides to promote an issue, candidate, or organizational brand. This advocacy is demonstrated through a number of different formats and strategies and commonly includes the use of dedicated social networking sites.

Offered Spring A

COR 1103 Orientation to Learning

Three hours Prepares students to locate and use resources available to online learners and introduces the Christian worldview unique to JBU. The distinctive characteristics of adult learners are explored and students identify their individual strengths through the StrengthsQuest Assessment instrument.

Offered Fall A, Fall B, Spring A, Spring B, Summer A, and Summer B

COR 2101 Credit for Prior Learning

One hour This course explores techniques for the development of a credit for prior learning portfolio and preparation for completing a degree. Topics covered include graduation requirements, educational goals, testing for credit, Learning Theory, and methods of documenting experiential learning. Graded 'S' or 'U'.

Offered Fall A and Spring A

ECN 2113 Principles of Microeconomics

Three hours A study of markets and how supply and demand interact to direct the allocation of resources. Topics include market structures, the role of competition, price theory, output determination, and income distribution. Market failure and policy responses to problems such as pollution and poverty are also considered. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Offered Fall A and Spring A

ECN 2123 Principles of Macroeconomics

Three hours A study of the determinants of national output and employment levels, the monetary system, and public policy for economic growth and stabilization. Inflation, unemployment, productivity, economic growth, balance of payments, and the public debt are considered from the perspectives of various schools of thought. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Prerequisite: ECN 2113

Offered Fall B and Spring B

ECN 4103 International Economics

Three hours A study of the global economy with emphasis on the role of the United States. Topics include trade theory, trade restrictions, monetary systems, exchange rates, and the effect of domestic economic policies on global trade. Trade issues such as trade deficits, job displacement, economic sanctions, emerging nations, environmental issues, immigration, and currency crises are covered. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Prerequisite: ECN 2123

Offered Fall A and Spring A

EGL 1013 English I: Composition

Three hours An introduction to and practice in college writing in all its variety: from personal reflections to arguments and research-supported writing. A total of twenty pages of writing is required, including a short research paper.

Offered Fall A, Fall B, Spring A, Spring B, Summer A, and Summer B

EGL 1023 English II: Literary Analysis and Research

Three hours An introduction to the analysis of literary texts through reading and researching a selection of short stories, poems, dramas, and novels. In addition to essays of analysis of such works, a substantial research paper is required.

Prerequisite: EGL 1013

Offered Spring B

EGL 3003 Masterpieces of Literature

Three hours An exploration of texts from ancient to modern world literature in drama, prose, and poetry. Authors may include Homer, Sophocles, Dante, Shakespeare, Voltaire, Wordsworth, Ibsen, and Kafka. Several reflective and analytical essays are required. Meets the Arts and Humanities requirement of the Core Curriculum.

Prerequisite: EGL 1023

Offered Fall B and Spring B

FIN 3003 Principles of Finance

Three hours This course presents the basic concepts and tools of contemporary finance, as it relates to business; including the role of managerial finance, the financial market environment, financial statements and ratio analysis, cash flow and financial planning, the time value of money, interest rates, bond and stock valuation, and risk and return. Emphasis is placed on practical financial problem solving using financial formulas, a calculator, and Excel.

Offered Fall B and Spring B

GSC 1143 Earth Science

Three hours Introductory survey of topics in geology, astronomy, oceanology, and meteorology. Earth materials and processes of geology are emphasized. Three hours lecture-discussion-demonstration per week. Meets the Natural Science requirement of the Core Curriculum.

Offered fall semester

HST 1013 Western Civilization I

Three hours A survey of the origins and development of Western Civilization in its global context to the early Renaissance.

Offered Fall B

HST 2013 Integrated Humanities I

Three hours This interdisciplinary course explores how the humanities, through many varied types of Great Texts, examine human experiences and raise questions of enduring value and meaning. The first semester focuses on the history and literature of civilizations from the beginning of recorded history to the Renaissance.

Prerequisite: EGL 1013

Offered Fall A, Fall B, Spring A, Spring B, Summer A, and Summer B

HST 2023 Integrated Humanities II

Three hours This interdisciplinary course explores how the humanities, through many varied types of Great Texts, examine human experiences and raise questions of enduring value and meaning. The second semester focuses on the history and literature of civilizations from the Renaissance to the modern period.

Prerequisite: EGL 1013

Offered Fall A, Fall B, Spring A, Spring B, Summer A, and Summer B

HST 2153 Twentieth Century World History

Three hours A study of major political, economic, and military trends of the twentieth century. Meets the Arts and Humanities requirement of the Core Curriculum.

Offered Fall A and Spring A

HST 3423 Leaders in History

Three hours A study of leaders, well-known and lesser known, in their historical contexts. The efforts of leaders in business, politics, social and cultural movements, and warfare are examined. Consideration is given to success and failure, personality strengths and flaws, and leadership characteristics and styles. Meets the Arts and Humanities requirement of the Core Curriculum.

Offered Spring A and Summer B

ICS 2113 Intercultural Communication

Three hours A study of the process of interpersonal communication in one's own culture and the principles of effective communication within another cultural context. Attention is given to values, ethnocentricity, nonverbal communication, and change. Meets the Intercultural Engagement requirement of the Core Curriculum.

Offered Fall A and Summer A

IDS 1151 Strategies for Online Success

One hour This course explores the techniques for appropriate study skills, effective notetaking, and strategies to efficiently complete homework while improving long-term memory and content application. Prepares students to understand the importance of time management, hard work and persistence, and the roles they play in reaching educational and personal goals.

Offered Fall B, Spring B, and Summer B

INT 4103 Global Environment of Business

Three hours This course will provide an overview of the relationship between multinational enterprises and the environment in which they compete. Emphasis will be placed on understanding cultural contexts and informal and formal institutions which shape the global environment. Meets the Intercultural Engagement requirement of the Core Curriculum.

Offered Fall B and Spring B

KIN 1002 Wellness for Life

Two hours A practical study of health and wellness principles based upon the wellness model. Personal applications to the lifestyle of the individual that address Christian stewardship of their physical, emotional and relational health and well-being are emphasized. Students engage in personal assessment and prescription/practice prescription/practice of physical activities, spiritual formation and vocational development. Meets the Whole Person Wellness requirement of the Core Curriculum.

Offered Spring B

LDR 2553 Leadership Theory and Practice

Three hours An exploration of the history of leadership theory and practice. Students will gain knowledge of significant leadership paradigms and practices and will engage tools to promote personal leadership growth and development.

LDR 2563 Leadership Competencies

Three hours Development of personal leadership philosophy and focused analysis of leadership skill sets necessary to ensure good individual and organizational performance. Aspiring leaders lay groundwork for success through the exploration of real-world examples, practical applications, and numerous leadership exercises.

Offered Fall A and Spring A

LDR 3563 Organizational Leadership

Three hours A study of leadership applied in organizations. The course emphasizes personal leadership, the influence of personality, and emotional intelligence within the context of varying organizational designs. Students also study the impact of leadership on organizational culture, structures, teams, groups, and conflict.

Offered Spring A and Summer A

MGT 2173 Principles of Management

Three hours A study of basic principles of leadership and management from historical and contemporary perspectives. Topics include a discussion of the theories, concepts, interrelationships, moral dimensions, character, functions, and skills required to lead and manage in today's organizations.

Offered Fall A and Summer B

MGT 3213 Management Science

Three hours This course provides students with advanced learning in data analysis using modeling, supply/demand pricing, regression, project management, inventory, financial principles and supply chain. The course also focuses on using management science tools to communicate business problems and solutions as well as make strategic business decisions.

Prerequisites: BUS 2193 and MGT 2173

Offered Fall B

MGT 3513 Human Resource Management

Three hours Introduction to human resource management principles, processes, and systems, including analysis of such elements as organizational assessment and human resource planning, recruitment and selection, compensation and benefits administration, training and development, employee relations, human resource management information systems, and employment laws.

Offered Fall B and Spring B

MGT 3723 Project Management

Three hours This course addresses the basic principles of project management, including concepts from the initiating, planning, executing, monitoring and controlling, and closing process groups. Introduces fundamentals of integration, scope, time, cost, quality, human resources, communications, risk, procurement, and stakeholder management. Provides training and experience with project management tools and techniques, including work breakdown structures, network diagrams, risk management, earned value management, and other tools. An additional fee may be associated with this course.

Prerequisite: MGT 2173

MGT 3993 Production and Operations Management

Three hours This course examines the concepts, processes, and methods of managing and controlling operations in manufacturing or service settings. The course also covers the translation of

product and service requirements into facilities, procedures, and operating organizations.

Prerequisite: BUS 2193

Offered Fall A and Spring A

MKT 2143 Principles of Marketing

Three hours A study of the marketing process for identifying a need and selecting target markets; developing a product to satisfy the need; and the distribution, promotion, and pricing of the product.

Offered Fall B and Summer A

MTH 1003 Introduction to Statistics

Three hours This course is intended to give students an understanding of basic statistical concepts and to help them to become critical readers of quantitative information. It focuses on methods of collecting, organizing, analyzing, and interpreting data. Meets the Mathematics requirement of the Core Curriculum.

Offered Spring B and Summer B

MTH 1113 College Algebra

Three hours This course is intended to give students the mathematical tools and problem-solving thinking skills to operate successfully in both life and possible future courses. Topics include solving equations and systems of equations, functions and graphing, inequalities, logarithms, exponentials, sequences, and series. An emphasis is placed on applied problems in physical, life, and social sciences. Meets the Mathematics requirement of the Core Curriculum.

Offered Fall A

MUS 2083 Masterpieces of Music

Three hours An introduction to music, through the study of selected masterworks of concert and stage genres representative of a variety of historical periods. Emphases on style and form, understanding and appreciation, and application to other examples of the perception skills developed through the study of the selected works. Meets the Arts and Humanities requirement of the Core Curriculum.

Offered Fall A and Spring A

OL 4123 Leading and Managing Organizational Change

Three hours This course explores leadership traits, styles, roles and responsibilities of successful leaders over time. This course seeks to determine the students' individual leadership style and to

promote the development of the servant leadership approach modeled by Christ. The course also deals with the practical issues of leading organizations through change and managing the day-to-day aspects of organizational change.

Offered Fall B and Spring B

OL 4323 Leading Teams and Coalition Building

Three hours This course will provide students the opportunity to further develop their leadership skills as they apply to a variety of business settings. Emphasis will be placed on synthesis, analysis, and application of leadership theories in a variety of simulations and cases as encountered by leaders in today's organizations.

Offered Fall A and Spring A

POL 1013 American Government and Politics

Three hours A study of the origins, purposes, and evolution of the American system of government and politics. Topics include the U.S. Constitution, federalism, voting behavior, political parties and elections, and the separation of powers. Students are asked to wrestle with what it means for Christians to engage government and politics. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Offered Fall B

POL 3003 Political Philosophy

Three hours A study of ancient and modern political philosophies, utilizing primary texts. The course addresses the place of political philosophy in the broader field of philosophy, emphasizing a worldview approach as a means of understanding human existence. Topics include nature, reason, freedom, justice, political rights, property, law, religion, will, passions, power, customs, and community. Meets the Arts and Humanities requirement of the Core Curriculum.

Prerequisite: EGL 1023

Offered Spring B

POL 3213 Religion and Politics

Three hours An exploration of the intersection of religion and politics in the United States. Topics include distinctions between religious traditions as they pertain to political behavior, the role of religious interest groups in American politics, church-state disputes and controversies, and increasing secularization in the United States.

Offered Fall A and Summer A

PSY 1013 Introductory Psychology

Three hours The scientific study of human behavior and mental processes including the brain and behavior, consciousness, learning and memory, development, sociocultural processes, emotions, stress and health responses, psychopathology, and treatment methods in psychological science. Students are introduced to the theory, research, and practice as the foundations of modern psychology. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Offered Fall A

PSY 2233 Theories of Counseling

Three hours A study of major counseling theories. Includes dynamic, existential, humanistic, gestalt, cognitive-behavioral, reality, and family systems theories of counseling and the most useful strategies from each.

Prerequisite: PSY 1013

Offered Spring A, Spring B, and Summer A

PSY 2243 Introduction to Therapeutic Interviewing

Three hours Basic elements of interviewing, setting conditions for psychological growth, and the development of effective action plans for healthy psychological change.

Prerequisite: PSY 1013

PSY 2383 Statistics for the Behavioral Sciences

Three hours A study of the essential statistics techniques needed to analyze experimental data and understand current research publications with applications in social and behavioral sciences. Topics include graphing, descriptive statistics, inferential statistics, and hypothesis testing (using correlation, regression, t-tests, ANOVA, and chi square). Extensive use of statistical software for both calculation and enhancing conceptual understanding and critical thinking. Meets the Mathematics requirement or the Social and Behavioral Sciences requirement of the Core Curriculum (cannot meet both requirements).

Prerequisite: PSY 1013

Offered Fall A, Spring A, and Spring B

PSY 2393 Research Methods

Three hours An introduction to research methods in psychology that stresses critical thinking about methodological issues. Research skills are developed in hypothesis construction, research design, interpretation of statistical results, scientific writing, library and internet research, and presentation of

results to a professional audience.

Prerequisite: PSY 1013 or MTH 1003

Prerequisite or corequisite: PSY 2383

Offered Fall B and Spring B

PSY 2413 Developmental Psychology

Three hours A study of the physical, cognitive, emotional, and social development of the human from conception through adulthood. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Offered Fall B, Spring B, and Summer B

PSY 3203 Psychological Testing

Three hours An examination of the theory, interpretation, and appropriate use of individual and group tests of personality, mental ability, aptitude, achievement, and interest. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Prerequisite: PSY 2383

Offered Fall A and Spring A

PSY 3413 Selected Topics

Three hours Topics chosen from a variety of subjects such as the Psychology of Genius and Creativity, the Psychology and History of the Holocaust, and Psychology of Humor, among other specialty areas. May be repeated for credit when content differs. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Prerequisite or corequisite: PSY 1013

PSY 3423 Social Psychology

Three hours An investigation of how the behavior, feelings and thoughts of an individual are influenced or determined by the behavior and characteristics of others. Topics for discussion include attraction, attitudes, aggression, persuasion, and group behavior.

Prerequisite: PSY 1013

Offered Fall B and Summer B

PSY 3493 Research Seminar

Three hours An opportunity for students to develop research skills in a content area with the goal of completing and presenting an empirical research project. Members of the class also produce the

departmental online undergraduate research journal. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Prerequisite: PSY 2393

Offered Fall A and Spring A

PSY 4213 Abnormal Psychology

Three hours The nature, causes, and treatment of maladaptive behavior including personality disorders, psychoses, reactions to stress, anxiety disorders, and other dysfunctions. Includes a review of diagnostic techniques, biological and psychological therapies, preventive programs and other strategies of intervention. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Prerequisite: PSY 1013

Offered Fall A and Spring A

PSY 4333 Cognitive Psychology

Three hours A study of the major principles, research methods, and empirical findings of cognitive psychology, including attention, memory, imagery, categorization, language, and problem solving. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Prerequisite: PSY 2393

Offered Fall B and Spring B

PSY 4343 Theories of Learning

Three hours A study of the major theories, research methods, and empirical findings of animal and human learning. Classical and operant conditioning paradigms are emphasized. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Prerequisite: PSY 2393

Offered Fall A, Spring A, and Spring B

PSY 4353 Behavioral Neuroscience

Three hours A study of the biological bases of behavior. Topics for consideration include neuroanatomy, neuropsychology, learning and memory, emotion, drug effects, and the biological correlates of mental disorders. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Prerequisite: PSY 1013

PSY 4493 Seminar in Psychology

Three hours An integrated capstone course emphasizing the application of Christian thought to the study and practice of contemporary psychology. Special emphasis is given to the selection of topics in psychological science which present unique challenges in the task of integration for students. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Prerequisites: PSY 2393, six hours of BBL, and junior standing
Offered Fall B and Spring B

RPH 2103 Introduction to Philosophy

Three hours A survey of the main areas of philosophy, including metaphysics, epistemology, ethics, and philosophy of religion. Students should develop their critical reading skills, their ability to analyze difficult but rewarding philosophical texts, and their ability to advance a single, clear argument on philosophical issues. Additionally, students should become more comfortable speaking about philosophical problems and concerns and they should know more about the relationship between the Christian faith and contemporary philosophy. Meets the Arts and Humanities requirement of the Core Curriculum.

Offered Fall A and Spring A

RPH 2423 Ethics

Three hours A comprehensive and critical study of morality. Topics include metaethics, normative ethics, and applied ethics. Meets the Arts and Humanities requirement of the Core Curriculum.

Offered Fall B and Spring B

SST 1113 Introduction to Sociology

Three hours Understanding sociological research and how to apply it to aid in developing a global perspective of today's world. Topics of emphasis include the individual and society, structures of power, and social institutions common to all cultures and societies. The sociology of the body-health and illness, sexuality, and aging-is also discussed. Meets the Social and Behavioral Sciences requirement of the Core Curriculum.

Offered Fall B and Spring B

Academic Policies

Policies which apply to the JBU Online Undergraduate Program (OU) are set forth in this section. Additional requirements applicable to specific OU programs are stated in the curricular outlines that appear in the academic programs requirements section of the catalog. OU observes the general academic policies of the university, except as indicated below.

The ultimate responsibility for understanding university policies and meeting all degree requirements rests with the student.

Students Subject to the Catalog Provisions

All students are subject to the provisions of the catalog which was in effect at the time of their first enrollment at John Brown University, with the exception of charges for tuition, etc., which apply only for a specified period of time. If a student leaves JBU and later returns, that student is subject to the catalog in effect at the time of re-enrollment.

Changes in Requirements and Regulations

The university reserves the right to make modifications in policies, procedures, and regulations: e.g., grading system, transfer of credit, guidelines for degree requirements, housing regulations and charges, tuition and fees, and admission standards, and to make such modifications applicable to any or all currently-enrolled students. When modifications occur, sensitivity to reasonable dates of implementation and appropriate categories of currently-enrolled students affected will be exercised. Students will be notified of such changes through their advisor, written notices, and campus publications.

Course Credits

The basic unit of course credit is the semester hour.

Enrollment Status

JBU Online Undergraduate students are considered full-time if enrolled in a total of twelve hours per 16-week semester (online semesters are comprised of two eight-week terms, except summer).

Transfer of Credit

Credit which has been earned at another institution will be reviewed by both the registrar and the department chair, and the applicability to courses in the chosen degree program will be determined. Each course accepted for transfer must have a minimum grade of 'C'. All work completed at previous institutions will be posted as 'CR' on the student's JBU transcript. Thus, only JBU course work will apply toward the student's grade point average. John Brown University accepts credit from institutions

accredited by accreditation bodies recognized by the Council for Higher Education Accreditation (CHEA) and the U.S. Department of Education.

Currently enrolled students planning to take course work at other institutions must receive prior written approval of their advisor and the registrar. Official course descriptions of proposed work may be required.

Transfer of Credit into the Major

Some students may previously have completed courses which are deemed equivalent to certain JBU courses. Applicability of credit is determined by the Registrar's Office, who may establish a maximum number of outside credits to be transferred, depending upon the type of curriculum and the awarding institution.

Articulation Agreements

JBU has established articulation agreements with several area community colleges. Please refer to this web site, www.jbu.edu/admissions/transfers/articulation-agreements/, for further information.

Credit Options

The credit applying toward a degree may include as many as 60 semester hours earned by means of alternative activities, such as credit by exam (30 hours maximum) and credit for prior learning (30 hours maximum) or credit for military training. In addition to taking elective courses, there are several non-traditional credit options available for students to earn credit toward a JBU Online Undergraduate degree, including:

Credit by Examination

Students may earn credit through selected nationally recognized standardized tests. Such tests include the College Level Examination Program (CLEP), the Dantes Subject Standardized Tests, ALTALang (for languages not covered by CLEP), and certain other tests approved by the American Council on Education (ACE). A maximum of 30 credit hours may be earned by examination.

Credit for Prior Learning (CPL)

The university recognizes that collegiate-level learning may occur outside the college/university classroom and has established specific procedures and policies for evaluating and granting credits for such learning. CPL may be earned only for documented and currently held learning, and is not granted simply for experience. This learning may have resulted from personal study, travel, work experience, workshops and seminars, military training, or other professional or vocational experiences. The guidelines recommended by the Council for Adult and Experiential Learning will generally be followed, except where they might conflict with existing policies of the university.

Some classroom-based corporate or military learning experiences have been evaluated for college credit equivalency by the American Council on Education (ACE), the National College Credit Recommendation Service (NCCRS), or other nationally recognized organizations. In these cases, official transcripts or other direct documentation must be provided.

Students in the JBU Online Undergraduate Program are encouraged to develop a portfolio of prior learning. JBU assesses that learning according to standards set by the Council for Adult and Experiential Learning. Some of these standards are:

- Credit should be awarded only for learning and not for experience.
- College credit should be awarded only for college-level learning.
- Credit should be awarded only for learning that has a balance, appropriate to the subject, between theory and practical application.
- The determination of competence levels and of credit awards must be made by appropriate subject matter and academic experts.
- Credit should be appropriate to the academic context in which it is accepted.
- Credit for Prior Learning provides JBU with a means of assessing learning associated with previous life-learning situations.

Visit with your admissions counselor for more information about non-traditional credit options.

Maximum Experiential Credits

The maximum total credit allowed for vocal and instrumental ensembles toward the requirements of a bachelor's degree is four hours.

Traditional Courses Taken at JBU

Students who enroll in any JBU classes that are not part of the JBU Online Undergraduate Program will be subject to the policies of the traditional university program (parking privileges, drop/add schedules, registration deadlines, fees, etc.) as appropriate. These policies are found in the JBU Traditional Undergraduate catalog.

Availability of Courses

Accompanying the description of each course is an indication of the semester in which the course is to be offered. This data is subject to occasional modification. Accordingly, the university reserves the right to withdraw, with reasonable notice, any course offering for a particular semester.

Prerequisites

Students are not permitted to enroll in courses for which they have not completed all prerequisites. A prerequisite course must have been completed with an acceptable passing grade before enrollment in the given course is permitted.

Graduate Pathways

John Brown University undergraduate students may begin work on a graduate degree after reaching junior status (60 completed hours) by declaring a Graduate Pathway. Once students declare a Graduate Pathway, their academic plan will reflect the courses required, and they will be assigned a graduate advisor in addition to their undergraduate advisor.

John Brown University undergraduate students may receive permission to substitute JBU graduate courses for required or elective courses in an undergraduate degree program and then subsequently count those same courses as fulfilling graduate requirements in a related graduate program that the institution offers. A maximum of 12 graduate hours may apply toward both an undergraduate degree and a graduate degree. Some graduate courses are offered only online or at our off-campus locations in Rogers and Little Rock. Online graduate courses are either 8 or 16 weeks in length.

Undergraduate students requesting to take graduate courses must have junior or senior standing and possess a cumulative undergraduate grade point average (CGPA) of 3.0 or higher. Provisional acceptance may be awarded to students with an overall GPA of 2.75. Provisional acceptance will permit a student to take one graduate class per semester; if they receive a grade of B (3.0) or higher, they would be allowed to continue to take one graduate course per semester, until their overall GPA was 3.0 or higher. Applicability of specific graduate courses toward undergraduate degree requirements is determined by the respective undergraduate department chair. Grade points earned in graduate courses are included in the student's undergraduate GPA, but courses with grades below the graduate minimum (C for most programs, B- for graduate counseling programs) will not apply toward a graduate degree.

Online undergraduate students pay the graduate tuition rate for their graduate courses.

Declaring a Graduate Pathway does NOT guarantee acceptance into a JBU graduate program. Students still must apply and be accepted for the graduate program. Graduate courses taken by undergraduates may or may not be accepted as graduate courses at other institutions. This will be determined by that institution's policies.

Graduate Credit Toward Undergraduate Degree

John Brown University undergraduate students may receive permission to substitute JBU graduate courses for required or elective courses in an undergraduate degree program and then subsequently count those same courses as fulfilling graduate requirements in a related graduate program that the institution offers, in lieu of declaring a Graduate Pathway. The same requirements apply: must have junior or senior standing, possess a cumulative undergraduate grade point average (CGPA) of 3.0 or

higher, and receive permission from the respective graduate department chair. Graduate courses must have been taken at JBU. Applicability of specific graduate courses toward undergraduate degree requirements is determined by the respective undergraduate department chair. A maximum of 12 graduate hours may apply toward both an undergraduate degree and a graduate degree.

Maximum Course Load

To be considered a fulltime student, JBU Online Undergraduate students must complete 12 hours during a semester. However, students are allowed to complete up to 18 hours during one semester (nine hours in the first eight-week term and nine hours in the second eight-week term). Students who have been placed on academic probation will be limited to 12 hours during one semester.

Attendance Requirements

Because of the intensive nature of the curriculum and the participatory structure of course work in these programs, it is imperative that students engage and participate in each week's activities.

Missing three weeks (3 absences), excused or unexcused, will result in a grade of 'F' and restriction of access to the course in Blackboard.

For all classes, students are expected to login to the Blackboard module regularly (at least 3 days a week) to check the announcements and work schedule, and complete **all** assignments for the week. *(The due date for assignments may not be extended for purposes of achieving attendance.)*

An absence for online class is defined in two ways (either of which will incur an absence):

1. not submitting **any** assigned work for the week;
2. not demonstrating evidence of reading assigned chapters or viewing assigned videos, tutorials, or other media posted by the professor.

Evidence includes:

- posting to discussion forums,
- responding to other students' posts, and
- logging in to participate and engage in course materials.

An Excused Absence is defined as an absence that is unforeseen, due to emergency or life-threatening situation (required documentation). In cases of excused absences, class work **can** be submitted for credit, but it still counts as an absence.

1. Death or serious illness in the immediate family.
2. Local emergencies requiring immediate attention (examples: tornado damage, flooding, etc.).

Students are responsible for providing written evidence by email to their advisor and instructor with any supporting documentation attached to substantiate "excused absences."

An Unexcused Absence is defined as an absence that are cannot be documented or for personal reasons. In cases of unexcused absences, class work **cannot** be submitted for full credit.

1. Non-emergency medical/work/personal reasons, which cannot be documented.

Instructors are neither obligated, nor expected to permit a student to make up work missed because of unexcused absences. If a student is allowed to make up such work, full credit may **not** be allowed.

It is the responsibility of the student to notify the professor in advance of any activity that will interfere with class attendance. Such notification must be made *using JBU email*.

Non-Attendance Resulting in Withdrawal

Except in cases of extenuating circumstances, students who do not attend any class for ten consecutive days may be withdrawn from John Brown University for non-attendance. It is the responsibility of the student to contact instructors, advisor, the registrar, Student Accounts Services, and Financial Aid if extenuating circumstances exist.

Late Assignments

Students are required to submit all assignments when due (due dates are posted in the course documents). Homework is designed to prepare students for class collaboration and learning. On a case-by-case basis, instructors may accept late work for partial credit at their own discretion. If late work is accepted it is subject to a 10% reduction per day late. Unless there is an extreme emergency or medical event (documentation is required), assignments will **not** be accepted for credit, if it is **not** submitted within seven days of the original due date.

Textbooks and Other Course Materials

Students have options for obtaining most books and materials for their courses. As part of the preregistration process, students are given the option to receive materials from the bookstore at JBU, which is operated by Tree of Life Bookstore, by purchasing new, used, or renting. Students may also choose to purchase materials from other sources, but are responsible to make sure they have the correct edition of texts. Students with adequate financial aid may be able to obtain their materials from the bookstore using that aid.

Professional Demeanor

Students are expected to display online behavior that is appropriate to a professional program at a Christian university. Online postings and emails require polite behavior; evidenced in font, word use, and grammar that is indicative of college level, professional communication. A professor may remove any postings that are uncivil, defiant, or otherwise disruptive to the learning environment.

Academic Integrity

As a Christian institution of higher education, John Brown University seeks to maintain the highest standards of academic integrity. Violations of these standards will result in substantial penalties.

Violations and their definitions are as follows:

- **Plagiarism:** Submitting as part or all of one's own work material that is copied or paraphrased from another source, including online sources, without the proper acknowledgment of that source. Examples include: failing to cite a reference, failing to use quotation marks where appropriate, misrepresenting another's work as your own, etc.
- **Cheating:** Using unauthorized material or study aids for assistance on examinations or other academic work. Examples include: looking at a peer's exam, altering a graded exam, using notes without permission, etc.
- **Fabrication:** Submitting altered or contrived information in any academic assignment. Examples include: falsifying data, text material, or sources.
- **Facilitating academic dishonesty:** Helping another student violate this policy. Examples include: allowing one's work to be copied, working together on an assignment where collaboration is not allowed, doing work for another student.

However, the primary responsibility for knowledge of and compliance with this policy rests with the student.

Faculty Action Regarding Violations of Academic Integrity

All violations of the academic integrity policy will be reported to the associate vice president for academic administration, who will maintain a file on student offenses.

First offense: In the first case of dishonesty, the faculty member will normally give the student a zero for the assignment or test on which the student has been dishonest. Faculty members are free to impose more severe penalties if such penalties are announced in the course syllabus.

Second offense: A second violation of the integrity policy in the same course or in any other course will result in an "F" in the course.

Third offense: Any further violations of the integrity policy may result in suspension or dismissal from the university.

Grading System

Indication of each student's progress is reported regularly by instructors. Grades are issued following each term. The grading scale used as a basis for letter grades is established for all courses.

Grade points per semester hour (in effect as of Fall 1999) are determined as follows:

A	Superior Accomplishment	4.0
A-		3.7
B+		3.3
B	Commendable Accomplishment	3.0
B-		2.7
C+		2.3
C	Satisfactory Accomplishment	2.0
C-		1.7
D+		1.3
D	Minimal Accomplishment	1.0
F	Failure	0.0

The following are not included in grade point average:

I - Incomplete Work	S - Satisfactory
NC - No Credit Earned	U - Unsatisfactory
WP - Withdrew Passing	WF - Withdrew, Failing
W - Withdrew	

Incomplete Grades

In extenuating circumstances, students may request to receive an incomplete ('I') grade for a particular course before the last day of class. Students should submit written request by email to their instructor, including any and all supporting documentation.

All grades of incomplete must be approved by the instructor. An 'I' grade must be made up within a time frame established by the instructor but no more than 30 days after the last day of the term.

Upon completion of the course work, the instructor will notify the Registrar's Office to replace the 'I' grade with the earned grade. If the student does not complete the work by this deadline, the instructor will assign a grade based on work received, or the grade will convert to 'F' automatically.

If warranted, the instructor may request an extension date for the incomplete grade from the associate vice president for academic administration.

Adding and Dropping Courses

Students register for courses during the official published registration time periods. Students may not register for courses after the close of the late registration time period. Course registrations and additions completed during the late registration period must have approval from the associate vice president for academic administration and are subject to a late fee.

If a student wishes to drop a course during a term, the student must notify their advisor **before** the class start date. The student accounts representative will credit the student's account for that course's tuition. The course will not appear on the transcript.

If the student withdraws **after** the beginning of the first week of classes but **prior** to the end of the third week of classes, the student will receive a 'W' for the course. After this time, the student will not be eligible for a grade of 'W'; the student will receive the grade earned.

Withdrawal from the university or dropping a course may have implications for student financial aid or veterans' benefits.

Tuition will be refunded to the student and a grade of 'W' or 'F' will be posted based on the following schedule:

Drop Notification/Refunds

Drop Notification/Refunds for JBU Online Undergraduate Courses

	Amount of Refund	Grade Earned
During the first week of classes	100% refund	No Grade
During the second week of classes	80% refund	W
During the third week of classes	40% refund	W
After the third week of classes	No refund	Earned Grade

Other non-tuition fees are not refundable. See refund policies for Traditional Undergraduate and Graduate programs if enrolling in courses from those programs.

Re-Enrolling in Courses

If a student drops, withdraws, or fails a course, the student will need to contact their advisor to determine when the course is offered again and how to re-enroll in the course. The cost for a repeated course(s) (those for which the student received a 'W' or 'F') is full tuition.

Fresh Start Policy

A student who re-enrolls in the university after an absence of seven or more years and completes one full-time semester or term with a 2.0 GPA or higher may request a "Fresh Start" by petitioning the associate vice president for academic administration. If the petition is approved, none of the credits earned prior to the absence will be included in the GPA calculation and only those with a 'C' or higher

may be used to fulfill graduation requirements. In effect, the “Fresh Start” treats early JBU work as transfer work. After the "Fresh Start" is applied to a student's transcript, those courses with a 'C' or higher will be designated by 'CR' and those with a 'C-' or lower will be designated by 'NC'.

Auditing Courses

JBU Online Undergraduate students may register for courses on a non-credit or audit basis provided the proper procedure is followed, either at initial registration for the term or by official change of registration prior to the stated deadlines. The names of such students will be entered on the class roll, and the class appears in the student's academic record, but without credit and with final grade of 'AU' for satisfactory completion or 'U' for unsatisfactory completion. It is the responsibility of the student to obtain a statement of grading criteria for satisfactory participation from the instructor. Tuition is charged at one half of the rate of for-credit registration and subject to the same regulations.

Grade Point Average

To receive a degree the grade point average of **all degree work must be at least 2.0, and in the major at least 2.25.**

Residence Requirements

Fulfillment of the residence requirements for a JBU Online Undergraduate bachelor's degree from John Brown University consists of completion by means of courses taken in residence of **at least 36 hours** of credit presented in fulfillment of degree requirements. Of those, **at least 32 hours** must be in the major field of study.

Scholastic Probation & Required Achievement for Continued Enrollment

1. A student (enrolled in 6 or more hours during a term) with a cumulative grade point average (CGPA) less than 2.0 will be placed on probation the following term and will be required to take IDS 1151.
2. The maximum enrollment per term for any student on scholastic probation is 12 term hours (maximum of 6 hours in Term A and B). Students should understand that such limited enrollment may lengthen the time required to meet graduation requirements.
3. A student (enrolled in 6 or more hours during a term) whose CGPA is still below 2.0 after being on probation for two successive terms, or a student with less than a 1.0 term GPA, will be suspended unless a petition for re-enrollment is approved by the associate registrar.
4. A student may enroll after one term of academic suspension if a petition is approved by the associate registrar.
5. A student who is permitted to re-enroll after academic suspension may continue to re-enroll if satisfactory progress is being made toward a 2.0 CGPA as determined by the Registrar's Office.

6. A student on scholastic probation may remain eligible for some types of financial aid, if standards for satisfactory academic progress are met.

Graduation

An application for graduation form, available on-line during the preregistration process, should be completed when registering for the final semester or term in residence before completion of degree requirements. This application provides information regarding the graduation fee, exit assessment requirements, and a final check of the student's name as it is to appear on the diploma and in the commencement program. A graduation application fee will be charged to the student's account at the time the application for graduation has been submitted.

Participation in Commencement Exercises

Degree candidates may participate in commencement exercises only upon completion of all degree requirements no later than the last day of the semester. Any course work in progress at other institutions must be completed during terms ending no later than one week following JBU commencement.

Students not enrolled at JBU during the semester in which they plan to graduate must contact the Registrar's Office in writing during the first two weeks of the term, declaring their intention to participate in commencement. Failure to do so may result in the student not being listed in the printed commencement program.

Eligibility to participate in commencement is limited to the commencement at the end of the student's final semester in attendance or the commencement at the end of the following semester. Furthermore, participation eligibility is dependent upon compliance with all of the deadlines posted on the commencement web site.

Graduation Requirements after Extended Absence

In general, a student is required to graduate under the requirements of a catalog which is current at the time of graduation. Current catalogs are those dated for the year in which a student's degree is conferred and for the preceding years.

A student who, after an extended absence, desires to complete graduation requirements under a catalog which was in effect while the student was in residence at JBU is subject to the following:

1. The student must meet the requirements in the major field as listed in a current catalog completing in the five years prior to graduation a minimum of six semester hours in the major field (as approved by the major department).
2. If general education requirements were completed under the older catalog, the general education requirements of a current catalog are considered met. In areas (biblical studies, social studies, natural science, etc.) where not all general education requirements were completed, current catalog requirements must be met.

3. A student completing one of the teacher education curricula must meet Arkansas certification requirements in effect at the time of graduation.
4. All provisions of the residence requirement must be met.

Scholastic Awards

Full-time students attaining certain standards of scholastic achievement are placed on the President's or Dean's List of Distinguished Students at the end of each term. To qualify for the Dean's List, the student must have at least 3.4 term GPA on a minimum of 12 semester hours, and at least 3.8 term GPA for the president's list.

Degree Honors

Upon completion of the bachelor's degree, each graduate who has attained a cumulative grade point average of 3.6 or above is recognized with an appropriate degree honor. Eligibility is contingent upon completion of at least 60 semester hours of graded course work at John Brown University. Graduation honors are indicated on the diploma and by the wearing of an appropriate medal on the gown during the commencement exercises.

Cum Laude-Grade point average at least 3.6

Magna Cum Laude-Grade point average at least 3.8

Summa Cum Laude-Grade point average at least 3.9

Students who have less than 59 semester hours of graded course work at John Brown University and have a grade point average of 3.8 or higher will graduate "with distinction." With distinction honors are indicated on the diploma and by wearing of an appropriate tassel on the cap during the commencement exercises.

Transcript Request

An official transcript of a student's academic record may be obtained by submitting a request through the National Student Clearinghouse (NSC) at <https://tsorder.studentclearinghouse.org/school/ficecode/00110000>. The request will be processed provided the student has made satisfactory arrangements with the Business and Financial Aid Offices with respect to financial obligations. Payment is made at the time you submit your transcript request through the NSC website above.

Withdrawal from the Program

Students wishing to withdraw from the JBU Online Undergraduate Program must contact their academic advisor to complete the withdrawal process.

Academic Grievance Process

To file a complaint about a faculty person (the way he/she conducts class, lack of objectivity in grading, etc.) students should follow the process outlined below:

1. Discuss the specific complaint and the desired resolution with the faculty person.
2. If talking to the faculty person fails to bring resolution, you may meet/discuss with the department chair and present a concise, well-thought-out, written statement of the problem and the desired resolution.
3. The department chair will offer to meet with you and the accused faculty person by phone or online. If you are unwilling to attend such a meeting, your complaint will be considered dropped. If you consent to the meeting, then the department chair will be responsible for documenting the proceedings and the outcome in writing.
4. The accused faculty person or you may request a second meeting within seven days to which both the faculty person and you, within the limits set by the department chair, may invite colleagues and students. The department chair, at their discretion, may request the presence of the college dean and the associate vice president for academic administration.
5. If the problem is not resolved to the satisfaction of either party, a written appeal may be made to the associate vice president who is empowered to make the final decision. The associate vice president will respond with a final decision in writing to those involved.

Appeal Procedure

A student who can provide specific reasons that he/she has been unjustly accused may appeal to the associate vice president for academic administration by sending an email including a well-written appeal letter with specific facts and any documentation available. All appeal decisions from the associate vice president for academic administration are final

Student Rights

FERPA, Nondiscriminatory Policy, and Other Student Rights

You have rights as students that are protected by law. This section summarizes some of those rights which are guaranteed to you and all students.

Notice of Nondiscriminatory Policy

John Brown University admits persons to its programs and activities without regard to race, color, national or ethnic origin, or gender. The university does not discriminate on the basis of race, color, national or ethnic origin, physical or mental disability, or gender in the administration of education policies, admissions policies, scholarship and loan programs, athletics, and other school-sponsored programs.

Rights of Access to Your Educational Records (FERPA)

The Buckley Amendment to the Family Educational Rights and Privacy Act of 1974 extends to all former and presently enrolled students at JBU the right of access to certain educational records maintained by this institution. Student rights include:

1. Inspection and review.
2. Explanation or interpretation of contents.
3. Duplication of the record at a standard fee of 10 cents per page.
4. A formal hearing, if necessary, to challenge the contents of any such record.

"Educational records" include those records, files, documents, and other materials which contain information directly related to a student and are maintained by this institution or by a person acting for this institution. Not included in this term are:

1. Records in the sole possession of the maker thereof, which are not accessible or revealed to any other person.
2. Records maintained by a professional or paraprofessional in medical or psychological treatment of the student and which are not available to anyone other than the persons providing such treatment.
3. Records of employees of this institution who are not presently in attendance and which pertain solely to their employment.
4. Confidential letters and statements of recommendation placed in the student's file prior to January 1, 1975.
5. If the student first signs a waiver the student will not have the access to confidential recommendations subsequently compiled respecting:

- a. admission to JBU
- b. application for employment
- c. receipt of honorary recognition

6. Financial records of parents of students.

Requests for access to educational records should be submitted in writing directly to the school official responsible for custody of the records. A standard form, "Student Request to Review Record," is available at the Registrar's Office. Consistent with time and record security limitations, access must be granted or permission denied and a reason stated within 45 days of the request to review the record. Access will be denied only for reasons specifically authorized by the act and applicable regulations.

An informal record review and resolution of conflict is urged. If this process does not prove satisfactory, the student may petition the Student Rights Committee for a formal hearing. Petitions for a hearing should be submitted through the registrar.

The Student Rights Committee has been appointed specifically to deal with student petitions under applicable federal laws and regulations, such as the Buckley Amendment. The student has the right to challenge the content of the record **only** on the ground that it is **inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student**. No challenges will be heard regarding the merit upon which individual **grades** have been based. The record may be amended, based upon the committee's findings, or the student may insert in the record a statement commenting upon or rebutting the document.

All determinations of the Student Rights Committee are subject to a final review by the President, if requested by the student in writing, **within two weeks** of the committee's decision.

JBU's Response to the Requirements of the Family Educational Rights and Privacy Act

A copy of the institutional policy adopted in response to the requirements of the Family Education Rights and Privacy Act (FERPA) may be obtained from the Registrar's Office. Any student having pursued the administrative remedy may submit a further appeal in writing to: the Family Educational Rights and Privacy Act Office (FERPA), Department of Health, Education, and Welfare, 330 Independence Avenue, SW, Washington, DC 20201.

Release of Personal Data

At its discretion, John Brown University may provide directory information in accordance with the provisions of the Family Education Rights and Privacy Act (FERPA). Directory information is defined as the information which would not generally be considered harmful or an invasion of privacy if disclosed. Directory information at John Brown University includes the following:

- a. Name
- b. Address
- c. Telephone

- d. Date and place of birth
- e. Major field of study and year in school
- f. Participation in officially recognized sports and activities
- g. Weight and height of members of athletic teams
- h. Dates of attendance
- i. Degrees and awards received
- j. The most recent previous educational agency or institution attended
- k. Parents' name and addresses
- l. Marital status (name of spouse)
- m. Religious preference

Students may request that directory information be withheld (non-disclosure) by selecting “Withhold Directory Information” at each term's electronic pre-registration. Also, the student may amend their FERPA status at any time by contacting the appropriate Center.

Statement for the Prevention of Drug and Alcohol Abuse

Behavioral Expectations: The behavioral expectations of JBU for every member of its community include prohibiting the possession, use, or distribution of illicit drugs and alcohol on its property or as part of its activities.

Treatment Support: Students may have as many sessions with the university counselor as the counselor deems necessary. Assessment and/or referral may be part of the process.

Behavioral Review and Actions: Students at JBU who are involved with alcohol and/or drug abuse are subject to review by the campus judicial system. The judicial process facilitates awareness, understanding, and restitution while encouraging desirable behavior and inhibiting undesirable behavior. The specific sanctions of the judicial process are as follows: admonition, formal warning, developmental contract, disciplinary probation, restitution, fines, denial of privilege, suspension, and dismissal.

Students who sell illicit drugs will have their relationship with the college terminated along with being referred to local authorities for prosecution.

Review of Drug and Alcohol Abuse Statement: This statement is subject to biennial review by John Brown University in order to implement necessary changes and ensure consistent application.

Requirement to Report Violation: It is a requirement of the Drug-Free Workplace Act of 1988 that workplace drug convictions of employees be reported by the employee to his/her employer within five days of conviction. A condition of employment at JBU is that this requirement be adhered to.

Requirement to Support Drug-Free Policy: It is also a condition of employment that employees understand and support the Statement for the Prevention of Drug and Alcohol Abuse at John Brown University.

Weapons, Fireworks, and Explosives

Arkansas state law prohibits the possession of guns on any campus or site. This includes all firearms, BB guns, pellet guns, paint pellet guns, Airsoft guns, and all other devices which expel a projectile through a barrel by using energy generated by an explosion, burning substance, carbon dioxide cartridge, compressed air, etc. In addition, ammunition, martial arts gear, machetes, knives, bows and arrows, slingshots, and similar items that could harm others must be kept off campus and university property.

Students are not to carry weapons, fireworks, or explosives in their vehicle or onto the premises or buildings affiliated with John Brown University.

Questions about state laws that apply to firearms should be directed to the campus safety coordinator at 479-524-7403. If you see suspicious activities please call campus security at 479-524-7162 or 911.

Harassment Policy

Harassment, Including Sexual Harassment

John Brown University is committed to an environment in which all people are treated with respect and dignity. Each individual has the right to live and study in an atmosphere that promotes learning opportunities and prohibits practices such as harassment. Therefore, John Brown University expects that all relationships among students and employees will be collegial and free of harassment. John Brown University encourages reporting of all perceived incidents of harassment. It is the policy of JBU to investigate such reports. JBU prohibits retaliation against any person who reports harassment or participates in an investigation of such reports.

Definitions of Harassment

Sexual harassment may include a range of subtle and not so subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include, but are not limited to: unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering, whistling or touching; insulting or obscene comments or gestures; display in the workplace of sexually suggestive objects or pictures; and other physical, verbal or visual conduct of a sexual nature.

Harassment on the basis of any other protected characteristic is also strictly prohibited. Under this policy, harassment is verbal or physical conduct that denigrates or shows hostility or aversion toward any person because of race, color, sex, national origin, age, disability, marital status, citizenship or any other characteristic protected by law or that of his/her relatives, friends or associates, and that: (i) has the purpose or effect of creating an intimidating, hostile or offensive environment; (ii) has the purpose or effect of unreasonably interfering with an individual's performance; or (iii) otherwise adversely affects an individual's opportunities. Harassing conduct includes, but is not limited to: epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes; and written or

graphic material that denigrates or shows hostility or aversion toward an individual or group and that is placed on walls or elsewhere on the campus or at outlying centers, or circulated in the workplace.

Reporting an Incident of Harassment, Discrimination or Retaliation

John Brown University encourages reporting of all perceived incidents of harassment or retaliation, regardless of the offender's identity or position. Students who believe that they have been the victim of such conduct should discuss their concerns with one of the University's Title IX Compliance Coordinators by email to TitleIXCoordinator@jbu.edu, or by phone to André Broquard 479.524.7229 or Amy Fisher 479.524.7128. (See complaint procedures below.)

In addition, JBU encourages students who believe they are being subjected to such conduct to advise the offender promptly that his or her behavior is unwelcome and request that it be discontinued. Often this action alone will resolve the problem. JBU recognizes, however, that an individual may prefer to pursue the matter through informal or formal complaint procedures.

Informal Complaint Procedure

If for any reason an individual does not wish to address the offender directly, or if such action does not successfully end the offensive conduct, the student should notify a University Title IX Compliance Coordinator by email to TitleIXCoordinator@jbu.edu, or by phone André Broquard 479.524.7229 or Amy Fisher 479.524.7128, who may, if the student requests, talk to the alleged offender on the student's behalf. In addition, there may be instances in which a student seeks only to discuss matters with one of the JBU designated representatives, and such discussion is encouraged.

A student reporting harassment or retaliation should be aware however that JBU may decide it is necessary to take action to address such conduct beyond an informal discussion. This decision will be discussed with the student. The best course of action in any case will depend on many factors and, therefore, the informal procedure will remain flexible. Moreover, the informal procedure is not a required first step for the reporting individual.

Formal Complaint Procedure

As noted above, students who believe they have been the victims of conduct prohibited by this policy statement or believe they have witnessed such conduct should discuss their concerns with one of the University's Title IX Compliance Coordinators by email to TitleIXCoordinator@jbu.edu, or by phone: André Broquard 479.524.7229 or Amy Fisher 479.524.7128.

John Brown University encourages the prompt reporting of complaints or concerns so that rapid and constructive action can be taken before relationships become irreparably strained. Therefore, while no fixed reporting period has been established, early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of harassment.

Any reported allegations of harassment, discrimination or retaliation will be investigated promptly.

The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or may have other relevant knowledge.

Confidentiality will be maintained throughout the investigatory process to the extent consistent with adequate investigation and appropriate corrective action.

Retaliation against a student for reporting harassment or discrimination or for participating in an investigation of a claim of harassment or discrimination is a serious violation of this policy and, like harassment itself, will be subject to disciplinary action. Acts of retaliation should be reported immediately and will be promptly investigated and addressed.

Misconduct constituting harassment, discrimination or retaliation will be dealt with appropriately.

Responsive action may include, for example, training, referral to counseling and/or disciplinary action such as warning, reprimand, housing reassignment, temporary suspension or dismissal, as JBU believes appropriate under the circumstances.

If a party to a complaint does not agree with its resolution, that party may appeal to the president of JBU. False and malicious complaints of harassment or retaliation as opposed to complaints, which, even if erroneous, are made in good faith, may be the subject of appropriate disciplinary action.

Conclusion

John Brown University has developed this policy to ensure that all its students can live and work in an environment free from harassment and retaliation. JBU will make every reasonable effort to ensure that all concerned are familiar with these policies and aware that any complaint in violation of such policies will be investigated and resolved appropriately.

Any student who has any questions or concerns about these policies should talk with one of the University's Title IX Compliance Coordinators who can be reached by email at TitleIXCoordinator@jbu.edu, or by phone: André Broquard 479.524.7229 or Amy Fisher 479.524.7128.

Finally, these policies should not, and may not, be used as a basis for excluding or separating students of a particular gender, or any other protected characteristic, from participating in academic and social activities or discussions. In other words, no one should make the mistake of engaging in exclusion in order to avoid allegations of harassment. The law and the policies of John Brown University prohibit disparate treatment on the basis of sex or any other protected characteristic, with regard to terms, conditions, privileges and perquisites of attendance. The prohibitions against harassment and retaliation are intended to complement and further those policies, not to form the basis of an exception to them.

AIDS Policy

No plan or policy can deal adequately with the AIDS phenomenon; yet the presence of this lethal disease without remedy forces colleges, hospitals, businesses, and many other organizations to

articulate procedures. At best, the JBU plan reflects updated medical opinion, legal considerations, review of other policies, and documented experience with the impact of the disease. For John Brown University, the special concern is how AIDS fits into the Christian world view. As Christians, it is our desire to ". . . *bring every thought captive to the obedience of Christ.*" (II Cor. 10:5b).

A descriptive document of the university's perspective on AIDS is available in the Student Development Office on the main campus.

The JBU policy shall be that a person with AIDS should be treated as any other with the exception of (1) consideration of the risk of infection to the person with AIDS or others, (2) the support necessary for the person with AIDS, and (3) the full cooperation of the person with AIDS in meeting guidelines for continued enrollment or employment.

The community standards of JBU may require discipline or employment of action for some due to the method of acquisition of AIDS, but people with AIDS will be viewed no differently than others who participate in similar actions.

Nondiscrimination: John Brown University will not exclude an individual from admission, employment, facilities usage, or activities solely on the basis of having AIDS. A person with AIDS may, however, be excluded from university functions based on medical determination of risk of infection to or from others. A short-term exclusion may be used when it is determined there is a need for additional medical diagnostic appraisal or a situation of such a serious and urgent nature that temporary exclusion of the infected person is in the best interest of all concerned.

Education as Key: Education is the primary method by which our university can deal with preventing and understanding AIDS. Concurrent with a campus AIDS policy is the need for an educational program that presents the community with current knowledge through diverse formats. A community that is aware of the truth about AIDS is better able to handle its reality in its members' lives. While the university's response in some cases may need to deal with the lifestyle expectation and standards set out in scripture, we also wish to respond to each individual person in Christian love and compassion. We must ". . . *bear each other's burdens*" and "*do good to all people*" (Gal 6:2, 10). We must ". . . *weep with those who weep*" with the compassion Christ had for those who were suffering (Luke 7:13; 10:33; 15:20).

Confidentiality: The rights of privacy and confidentiality will be maintained within the purview of those persons with direct administrative and health care responsibilities.

Testing: The university encourages students and employees who desire confidential AIDS testing to contact the Counseling Office. Pre- and post-AIDS counseling are also recommended. Students under disciplinary review for sexual intercourse and/or drug abuse may be asked to submit to a confidential blood test as a condition for continued enrollment.

Responsibilities of Persons Infected with AIDS: Persons with AIDS, ARC, or positive HTLV-III antibody test are required to (1) secure qualified medical care, (2) abstain from high-risk behavior, and (3) inform the university counselor of their situation.

Federal and State Regulations: JBU will comply with federal and state regulations and policies that protect the confidentiality of medical and educational records and with the requirements for timely reporting of test results or medical conditions to health authorities.

Evaluation: These policies will be reviewed regularly to seek to assure that they are based on the latest and most reliable medical information reasonably and generally available regarding management of AIDS cases. They may be modified at any time based on new findings and recommendations from medical and health agencies.

Guidelines for Use of Human Subjects in Testing

To ensure the ethical treatment of human participants in research, John Brown University has instituted the Human Subjects Committee of the Institutional Review Board to evaluate and monitor research with human participants carried out by JBU faculty, staff, administration, and students. Research that collects responses from subjects regarding sensitive aspects of personal behavior (e.g., illegal conduct, drug use, sexual attitudes or behavior, use of alcohol, rape, incest, racial attitudes) must undergo either full or expedited review. Also, research that involves psychologically invasive procedures such as detailed personality inventories *must* undergo either full or expedited review. Research procedures that do not require review by the Human Subjects Committee are listed below.

Human Subjects Committee Exemptions

Primary research survey procedures, interview procedures, or observation of public behavior are *exempt* from the review process in the following instances:

- Data are recorded so that subjects cannot be individually identified.
- There will be no disclosure of the human subjects' survey responses outside the research that could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation.
- The study is for taste and food quality evaluation or consumer acceptance.
- The procedures involve the public behavior of elected or appointed public officials or candidates for public office.

Secondary sources are *exempt* if publicly available or the secondary source information is recorded by the investigator in such a manner that subjects cannot be identified in any way.

Graduate and Online Undergraduate Degree Programs: Student Policy Statement

The mission of John Brown University is to provide a Christ-centered education that prepares people to honor God and serve others by developing their intellectual, spiritual and professional lives. JBU encourages all of its students to live by Christian commitments as articulated in scripture, including, for example, practicing kindness, stewardship, fidelity in marriage, chastity in singleness, forgiveness,

reconciliation, justice, and self-control and refraining from dishonesty, obscene language, pornography, and abuse of alcohol and other substances. However, JBU also recognizes that students in its graduate or online degree programs are adults, and are, therefore, responsible for their own choices about moral behavior.

Accordingly, JBU requests from each student exclusively enrolled in graduate school or online undergraduate degree program a sympathetic appreciation of, if not adherence to, JBU's Christian commitments. JBU reserves the right to address persistent behavior or advocacy in conflict with these Christian commitments that unduly disrupts the learning of other members of the JBU community.

Services and Resources

Office of Academic Assistance & Student Support Services

Students may contact the academic assistance coordinator for assistance in further developing their academic skills. This includes such areas as study skills, note-taking skills, time management, test-taking skills, and other skills that help students succeed academically. Study skills videos that help improve reading, writing, and math are available. The coordinator will help a student engage an individual tutor, if one is available, but payment is the responsibility of the student.

The Office of Academic Assistance on the Siloam Springs campus administers the CLEP and proctors tests for correspondence courses. For general information, fees, or to schedule an appointment at the Siloam Springs campus, call (479) 524-7471. The Rogers Center can be reached at (479) 631-4665.

Services for Students with Disabilities

It is the goal of John Brown University that all enrolled students be given equal opportunity to succeed in their quest for a higher education that is based upon our "Christ Over All" philosophy and that integrates the educational principles of "Head, Heart, and Hand." In accordance with the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the ADA, John Brown University is committed to providing reasonable accommodations to students who are disabled.

The director of student support services works with students and instructors to arrange appropriate assistance in learning and physical access. Students having documented disabilities are encouraged to contact Jarrod Heathcote, Director, by email jheathcote@jbu.edu, or by phone at (479) 524-7401.

Learning Resources

[John Brown University Library](#) - the Arutunoff Learning Resource Center

[Information Technology Services](#)

Student Development Office

Office of Christian Formation

The Office of Christian Formation (OCF) exists to lead the JBU community to become more like Christ through discipleship, corporate worship, and outreach. Within OCF are two primary divisions related to JBU students: Chapel and Student Ministries. For information, call (479) 524-7213.

Chaplain

The JBU Online Undergraduate Program chaplain serves JBU's adult learner population through pastoral presence and prayer. The chaplain writes a monthly devotion and receives and prays for any

prayer requests given on behalf of the students. In these and a variety of other ways, the chaplain supports the mission of John Brown University, fostering the spiritual growth, giving emotional support and assistance when needed.

Counseling Services

(JBU) Subsidized Counseling for JBU Online Undergraduate Students: Students who are currently enrolled full-time in online undergraduate classes are eligible to receive JBU-subsidized counseling services at counseling practices that have agreements with JBU in place. Counseling is for the purpose of helping the students work through personal concerns that might otherwise make continuing their education more of a challenge. For information, email Missy Swyers at mswyers@jbu.edu.