



## **2007 College Catalog**

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

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



# 2007 CATALOG

## General Information

Letter from the President .....	7
An Introduction to Louisburg College .....	8
Mission, Vision and Values .....	8
Heritage of Louisburg College.....	9
Campus and Buildings .....	11
Facilities and Special Support Services .....	12
Gifts to Louisburg College.....	12
Endowments.....	13

## Admissions

Admissions Requirements .....	22
Transfer Applicants.....	22
Readmission.....	23
Joint Enrollment.....	23
International Students .....	24
Louisburg Learning Partners.....	24
Enrollment Deposit .....	25
Nondiscrimination Policy .....	25

## Expenses and Financial Aid

Cost of Education.....	27
Payment Plans and Financing Arrangements .....	27
Refund Policy.....	28
Financial Aid-General.....	29
Grants and Scholarships.....	30
Academic Scholarships.....	31
Loan Programs .....	32
Work Programs .....	32
Veterans .....	33
Financial Aid Refund Policy.....	33

## Student Life

Introduction.....	34
-------------------	----

Student Organizations .....	34
Student Publications.....	35
Counseling Center.....	35
Religion on Campus.....	35
Cultural Activities.....	36
Student Conduct and Campus Regulations.....	36
Residence Hall Room Furnishings.....	37
Intramurals .....	37
Student Involuntary Medical Withdrawal Policy .....	37
<b>Athletics .....</b>	<b>40</b>
<b>Academic Information</b>	
Academic Policies and Procedures .....	43
Satisfactory Academic Progress .....	46
Academic Grievance Procedure.....	48
Academic Standards.....	49
Communication of Information .....	50
Privacy of Education Records.....	50
Recognition for Exceptional Achievements .....	50
Awards .....	51
<b>Curricula</b>	
Instructional Methods .....	54
Academic Support.....	54
Overview of Academic Programs.....	55
Transfer.....	56
Degree Programs.....	56
Academic Divisions .....	57
Course Descriptions .....	58
<b>Personnel</b>	
Faculty.....	77
Board of Trustees.....	82
Administration and Staff.....	84
<b>Index</b>	<b>86</b>

**LOUISBURG COLLEGE  
ACADEMIC CALENDAR  
2007-2008**

**2007 SUMMER SCHOOL**

May 15-June 9	Session I for Independent Studies (No classes on May 28 <sup>th</sup> )
June 26 - July 21	Session II (No classes on July 4 <sup>th</sup> )

**2007 FALL SEMESTER**

August 13	Fall Athletic Teams, Student Ambassadors Arrive
August 15	New Students Arrive, Orientation
August 20	Returning Students Arrive, New Student Pre-testing/Registration
August 21	First Day of Classes, add/drop begins
August 24	Last day to register or add/drop a course
September 3	Labor Day Holiday – no classes, administrative offices closed
September 11	Opening Convocation
	Last day students permitted to initiate withdrawal from course with a “W”
October 12	Mid-semester
October 15	Fall Break (No Classes)
October 27	Family Day
	Homecoming
October 26	Last day student course withdrawals permitted with “W,” “WP,” or “WF”
November 20	Thanksgiving Holiday begins <b>after</b> last class for students, No Classes after 5:00 p.m.
	Residence halls close at 5:00 p.m.
November 22, 23	Administrative Offices Closed
November 25	Residence halls open at 3:00 p.m.
November 26	Classes resume
November 29	Last day of classes
November 30	Reading Day
December 3	Examinations begin
December 7	Examinations end
	Residence Halls close at 5:00 p.m.
December 24-January 1	Administrative Offices Closed

**2008 SPRING SEMESTER**

January 6	New Students arrive
January 7	New Student Pre-testing/Registration
	Returning Students Arrive
January 8	First day of classes, add/drop begins
January 11	Last day to register or add/drop a course
January 21	Martin Luther King Day – no classes, administrative offices closed
January 29	Opening Convocation/Phi Theta Kappa Induction
February 4	Last day students permitted to initiate withdrawal from course with a “W”
February 29	Mid-semester
March 14	Last day student course withdrawals permitted with “W,” “WP,” or “WF”
	Spring break begins <b>after</b> last class (residence halls close at 5:00 p.m.)
March 21	Good Friday – Administrative Offices Closed
March 23	Residence halls open at 3:00 p.m.
March 24	Classes resume
April 1	Honors Banquet
April 17	Assessment Day
April 22	Awards Day
April 24	Last day of classes
April 25	Reading Day
April 28	Examinations begin
May 2	Examinations end

May 3

Residence Halls close at 5:00 p.m.  
Commencement

Dear Fellow Hurricane,

I am pleased that you have selected Louisburg College as the ideal college community to pursue your education. You have made a wise choice, and your experience at Louisburg College will provide the best possible foundation for personal growth and development.

What an opportunity to join other students in a college community having a powerful, life-changing mission: ***Related by faith to The United Methodist Church, Louisburg College is committed to offering a supportive community which nurtures young men and women intellectually, culturally, socially, physically, and spiritually. As a two-year residential institution, we provide a bridge for students to make a successful transition from high school to senior colleges and universities.***

The trustees, faculty, and staff of Louisburg College believe that it is a calling and privilege to support your personal and educational goals. We are committed to providing supportive community experiences, which will foster success in whatever field of study or career you may pursue.

As you enter Louisburg College, you will discover a school with an amazing 220-year history of educating and nurturing students. You will soon appreciate the caring faculty and staff whose commitment and service are unequaled. You will enjoy the benefit of successful athletic programs and engaging student activities. I urge you to take advantage of these opportunities and seize the most important moments of your life.

One of my favorite quotes is attributed to Supreme Court Justice Oliver Wendell Holmes, ***“The great thing in this world is not so much where you stand, as in what direction you are moving.”*** I am convinced that you are not a Louisburg College student by accident or happenstance. I believe that you are “standing in this college community” because of sacrifice, destiny, and a marvelous opportunity to move in the right direction.

I am committed to the premise that you will blossom and excel at Louisburg College. My hope and prayer is that you will start your future here and move forward into a blessed life of spiritual affirmation, critical thinking, appetite for learning, appreciation for heritage, willingness to serve, and an enduring commitment to excellence.

May God’s blessing and best be yours as you pursue your dreams.

With warm regards,

***J. Michael Clyburn***

J. Michael Clyburn, Ed.D.  
President

## *An Introduction to Louisburg College*

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

### **Location**

Louisburg College is located in Louisburg, the county seat of Franklin County, in the north central part of North Carolina. With a population of about 3,500, Louisburg combines the benefits of a small town with the advantages of a nearby metropolitan area. The town is approximately 30 miles northeast of Raleigh, the state capital, forty miles east of Durham, and about a hundred and fifty miles from the North Carolina coast. The Raleigh-Durham International Airport is only about 45 minutes from Louisburg. Located between Interstate 95 to the east and Interstate 85 to the west, the College is easily accessible to all major cities on the East Coast.

### **Accreditation**

Louisburg College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia, Telephone Number 404-679-4501) to award Associate degrees. The College is also accredited by the University Senate of The United Methodist Church and the North Carolina Board of Education. In addition, it is a member of the National Council of Independent Junior Colleges, the North Carolina Association of Colleges and Universities, the National Association of Independent Colleges and Universities, and the National Junior College Athletic Association. Accreditation documents can be reviewed by arrangement with the Office of the President.

### **Academic Sessions**

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

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

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

### *Vision*

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

### *Mission Statement*

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

### *Values*

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

## *Heritage of Louisburg College*

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

### **Franklin Male Academy**

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

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

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

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

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

### **Louisburg Female Academy**

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

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

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

### **Louisburg Female College**

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

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

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

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

### **Louisburg College**

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

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

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

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

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

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

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

During the school year 1986-87, Louisburg College held a Bicentennial Celebration in recognition of its unique two-hundred-year heritage. The first college flag was designed and displayed during the celebration and the first published history of the college, *Louisburg College Echoes*, was issued in 1988.

Dr. C. Edward Brown, Jr. served as interim president in 1992, and Dr. Ronald L. May was president of Louisburg College from January 1993 through May 1998. During Dr. May's tenure, Louisburg College initiated men's and women's soccer programs, and the College's accreditation was successfully reaffirmed. Dr. Brown again assumed the interim presidency in June 1998.

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

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

During Dr. Ponder's presidency, enrollment increased over 300 students. In 2003, Louisburg College received a \$1.8 million federal Title III grant for technology and its largest single bequest, a \$4 million estate gift from alumnus Jack Russell Morris. In January 2005, the renovation of Merritt Hall completed an \$11 million renovation project of three campus residence halls.

### *Campus And Buildings*

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

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

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

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

**Pattie Julia Wright Memorial Dormitory** was the gift of Richard H. Wright of Durham, North Carolina, in memory of his sister, Pattie Julia Wright, who was a member of the class of 1868. This dormitory, constructed in 1926, accommodates 106 students.

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

**Holton Gymnasium**, opened in 1951, contains a basketball court, classrooms, a recreation area and other physical education facilities. It is named for Samuel M. Holton, president of Louisburg College from 1947-1955.

**Benjamin N. Duke College Union Building** is a memorial to Benjamin N. Duke, who gave the Louisburg College properties to the North Carolina Conference in 1907. Erected in 1958, the building houses all the dining facilities. It joins the B. Everett Jordan Student Center.

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

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

**Fine Arts Center**, first used during the 1963-1964 session, houses the Art Department and the Music Department. An additional wing to the Fine Arts Building opened in 1974. This addition, the Cockrell Music Wing, houses four practice rooms, a studio and office, and a small auditorium for student recitals.

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

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

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

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

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

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

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

**Auditorium/Norris Theatre Complex** opened in 1989 and contains an auditorium seating 1,200, a theatre seating 175, and art exhibition galleries. This magnificent complex provides a showcase for performing and visual arts, for both the college community and the surrounding region. In 1992, the theatre was named in honor of the late Dr. J. Allen Norris, Jr., president of Louisburg College from 1975 to 1992, and for his wife, Beth Norris.

### *Facilities And Special Support Services*

**Cecil W. Robbins Library.** The Cecil W. Robbins Library is named in honor of the College's twenty-first president who served from 1955-1975. The library's primary purpose is to support the College's academic programs for students and faculty by providing print, non-print, and electronic media from both the library collection and other locations. There is open-stack access to the library's collection of approximately 50,000 volumes, and there are special collections of Methodist and North Carolina holdings. The library has approximately 5,000 microforms and non-print items, 167 periodical subscriptions, and access to approximately 2,600 online full-text periodicals.

An automated library system provides access to the library's collections. Orientation and bibliographic instruction are provided by professional librarians, and a library handbook that informs students of library resources and services is given to all freshman students. Services include individual and class instruction in use of the library's resources and online searching of remote databases, access to Internet, interlibrary loan for students and faculty, audio-tape duplication, and copying facilities for reproducing print and microform material from the collection.

The Cecil W. Robbins library will seat 250; reference, Internet, periodical, microform, and reserve areas are located on the ground level. The mezzanine provides additional reading and study areas and a small conference room. The Audiovisual Department and 100-seat multipurpose auditorium are located in the basement. The library's non-print collection, which provides media support for all areas of the College, is housed in the Audiovisual Department.

**Science Facilities.** Physical facilities for the sciences are located in the basement and first floor of Franklin Building. The first floor houses laboratories for chemistry and physics and two large lecture rooms. Also located on the first floor are faculty offices, a chemical stockroom, an instrument room, and a storage area.

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

**Tutoring Services.** A Math Lab, located in Taft Building, is open weekdays to provide students with an opportunity to receive extra instruction in all types of mathematics. The lab is staffed by faculty members from the Mathematics Department.

The English Department provides a Writing Center with the services of a tutor throughout the academic year. The tutor is readily available to students during scheduled sessions for help with writing for English and all other courses.

### *Gifts to Louisburg College*

Charitable giving for educational purposes is the heart of philanthropy as a personal investment. If one believes that the small church-related two-year college should be supported - that its programs should continue to provide opportunity for academic excellence in the atmosphere of individual care - then he or she will be impressed by the opportunities at Louisburg College.

Whether a gift is designated for capital improvement, endowment, scholarships, special memorials, or the annual fund, whether a gift takes the form of an outright gift of cash or property, a charitable remainder trust, or a

living trust, the wishes of the donor will be carried out at Louisburg. Wise estate planning, which maximizes tax savings and reduces taxation through charitable giving, is vital to both the donor and the College.

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

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

### *Endowments*

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

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

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

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

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

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

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

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

**William "Wimpy" F. Shelton Faculty Development Fund.** This faculty professional development endowment fund was established in memory of William "Wimpy" F. Shelton, a 1935 graduate of Louisburg College. The fund gives faculty members an opportunity to apply for special annual grants for additional study relating to their Louisburg College teaching responsibilities. Preference is given to faculty who teach business courses, given Shelton's identification with that academic program.

**Daisy Brantley Starnes Endowment Fund for the Educational Program in Music.** Because of his mother's interest in music, and as an expression of how much the Louisburg College music program meant to him as a

student, S. Judge Starnes, Jr., established this endowment fund to honor the memory of his mother, Daisy Brantley Starnes. Proceeds from this endowment are used to support the music program.

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

### Scholarships and Grants

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

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

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

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

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

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

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

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

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

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

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

of purpose in their educational goals.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

deserving female, learning-disabled student.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**The Vivian Proctor Mitchell Scholarship:**

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

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

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

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

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

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

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

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

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

**The Gary Ward Paul Memorial Scholarship:** Established in 1974 by Duffy L. Paul, '50, and Kathryn Ward Paul,

class of 1951, in memory of their son Gary Ward Paul of Raleigh. This scholarship is awarded annually to a student demonstrating need for financial assistance. Preference is given to students from Millbrook High School in Wake County.

**The Reginald W. Ponder, Sr. Scholarship:** This scholarship was established by St. Luke United Methodist Church in Sanford to honor the Reverend Dr. Reginald W. Ponder, who served as their pastor for many years. The Reverend Dr. Ponder was elected by the Board of Trustees as President of Louisburg College in 2002. This scholarship is awarded annually to students demonstrating seriousness of purpose and the need for financial assistance.

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

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

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

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

**The Edenton Street UMC Men's Bible Class Scholarship:** The Men's Bible Study Class of Edenton Street United Methodist Church in Raleigh established this scholarship to provide financial assistance to needy and worthy United Methodist students.

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

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

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

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

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

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

**The Mary Elizabeth Sorrell Memorial Scholarship:** Elizabeth S. Thompson established this scholarship through

the bequest of her estate to honor her late mother Mary Elizabeth Sorrell, class of 1896.

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

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

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

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

**The Harry R. Tucker / R.A. Scholarship:** This scholarship was established by a group of students from the late 1940's who wished to perpetuate the positive memories that had drawn them together during their years at Louisburg College.

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

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

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

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

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

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

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

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

## *Admission To The College*

Louisburg College welcomes students with the academic preparation and motivation to successfully complete a college degree program. Students who do not fully meet admissions requirements but show potential for success at the College may be offered conditional admission. Conditionally admitted students may be required to register for specified courses, and/or successfully complete course work during the summer prior to their enrollment at the College. Both first year and transfer applicants will be required to take placement tests and will be placed in courses according to test results.

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

### *Requirements for Admission*

#### **Freshman Applicants**

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

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

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

#### **Transfer Applicants**

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

Up to 32 semester hours of transfer or examination credit can be granted toward a Louisburg College degree. Credits will be accepted only for classes in which a grade of "C" or higher was received from regionally accredited institutions. Transfer credit for CLEP, advanced placement, and/or DANTES will be evaluated according to the College's established policies if such credit appears on office transcripts as credit previously earned. The final decision on the acceptability of such credit is reserved by the College.

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

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

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

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

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

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

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

### **Post-Graduate Enrollment**

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

### **Special Admissions Programs**

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

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

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

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

### **Joint Enrollment**

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

Applicants to this program must meet the following minimum requirements:

1. Follow the same procedures as freshman applicants. "Joint Enrollment" should be written across the top of the application form.
2. Be recommended by their high school principal or counselor. The principal or counselor recommending the student should submit appropriate course recommendations to the Office of Admissions and a copy of the student's high school transcript.

3. Have a 3.00 average on academic work completed through the junior year, and achieve a combined verbal and quantitative score of 950 on the SAT or composite score of 19 on the ACT with a verbal score of not less than 480 and eligibility for college level mathematics courses.
4. Secure written parental/guardian consent to participate in the program.
5. Be on track to complete the college preparatory curriculum as outlined earlier in the admissions requirements.

### **Early Admissions**

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

Applicants to this program must meet the following minimum requirements:

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

### **International Students**

Louisburg College welcomes qualified students from throughout the world. International students may obtain and submit applications by postal mail or e-mail. In addition to the completed application and the application fee of \$25.00, international students are required to provide official transcripts from all secondary schools, colleges, and universities attended. If transcripts are in a language other than English, *certified* English translations must be attached.

Evaluation of international students is on an individual basis. International students must also submit proof of English proficiency as demonstrated by a score of at least 500 on the Test of English as a Foreign Language (TOEFL), a score of at least 5.5 on the International English Language Testing System (IELTS), a composite score of 800 or higher on the SAT examination (17 or higher on the ACT), successful completion of an intensive English language program, and/or graduation from a secondary school in which English is the primary language of instruction.

The College normally sends letters of admission and I-20 forms by mail. International students who wish to have an admission letter and I-20 form sent by a commercial air delivery service such as UPS, Federal Express or DHL must submit an additional fee of \$50.00 with their applications.

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

### **Louisburg Learning Partners - Admission Requirements\***

- Secure admittance to Louisburg College.
- Submit current documentation with a learning disability diagnosis based upon at least an average intelligence quotient.
- Submit three letters of recommendation from a counselor or teacher that addresses academic strengths and areas of concern as well as commitment to learning and intellectual curiosity.
- Complete a personal statement of learning styles and strategies.
- Participate in an on-campus family interview to discuss goals and expectations.

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

### **Special Notes**

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

An applicant's file is not complete until **all** fore-mentioned documents have been submitted and:

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

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

### **Enrollment Deposit**

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

Returning students are encouraged to submit their deposits as early as possible. Timely submission of this non-refundable deposit ensures the student of retaining his/her pre-registration status and priority housing consideration. If a student is ruled academically ineligible to return, a full refund is made.

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

### **Medical Records**

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

### ***Nondiscrimination Policy***

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

Louisburg College supports the protection available to members of its community under all applicable Federal laws, including Section 504 of the Rehabilitation Act of 1973, the Americans with Disability Act of 1990, Title IX of the Educational Amendments of 1972, and Title VI and Title VII of the Civil Rights Act of 1964.

Any student, employee, or applicant who has a complaint or grievance should contact the Chief Academic Officer, 501 North Main Street, Louisburg College, Louisburg, North Carolina 27549 (919) 496-2521, ext. 220.

## ***Sexual Harassment***

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

## ***Students with Disabilities***

Louisburg College does not discriminate against qualified students with disabilities. It is the student's responsibility to request such accommodations and to provide current medical or diagnostic documentation with a clear statement of the disability and recommended accommodations from a qualified professional. Students may be required to be reevaluated if the documentation is older than three years or if the requested accommodation is not recommended in the documentation. Students should contact the Office of Learning Services, 501 N. Main Street, Louisburg College, Louisburg, North Carolina 27549, (919) 496-2521.

Students desiring extra fee-based disability services, see Louisburg Learning Partners Program described on page 54.

## *Cost of Education*

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

Louisburg offers a variety of financial aid programs to assist students who are not able to afford the full cost of education at the College. Students who feel that they may need assistance are encouraged to apply for financial aid. It is the hope of the College that no qualified student will be unable to attend due to financial limitations. See pages 23-35 for full details on the aid programs offered.

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

Books and supplies for all courses at Louisburg are sold by the College Bookstore. The approximate cost of books and supplies per year is \$800. These costs vary according to the curriculum and according to whether used books can be obtained.

Costs for transportation and personal expenses vary from student to student. For information on these variable costs, including the estimates used in determining eligibility for financial assistance, contact the Director of Financial Aid.

## *Payment Plans And Financial Arrangements*

Louisburg College offers a variety of payment plans and financing arrangements designed to help families better afford the cost of education. The Louisburg College Financial Aid and Business offices have full details on all plans listed. Please note: Charges are obligated on a semester-by-semester basis, and the official due date of charges is the date listed below for the one payment per semester plan. Refunds (in the event of a withdrawal) are made according to the refund policy as set forth in this catalog unless amended by the College. Payment plans currently offered include:

- 1. One Payment Per Semester** - All charges for each semester are due before the beginning of the semester on the dates indicated:

Fall Semester	August 1
Spring Semester	December 15

- 2. Two Payments Per Semester** - One half of all charges for each semester is to be paid on or before the following dates. To cover costs of administration, a charge of \$25.00 per semester is added to the first payment of each semester for those electing this plan. Students may elect this plan for either or for both semesters.

Fall Semester	August 1 Upon enrollment
---------------	-----------------------------

Spring Semester	December 15 Upon enrollment
-----------------	--------------------------------

- 3. Monthly Payments** - Through Academic Management Services, Inc. and Tuition Management Service, Inc., parents or guardians of Louisburg College students can choose a low-cost, flexible system for paying educational expenses in ten convenient monthly installments. The charge for either plan is an annual fee of approximately \$55.00 per year, which includes automatic life insurance on the enrolled parent or guardian.

There is no interest or finance charge. Payments are made beginning in June and continuing until the following March. After the first year, payments may be spread over a 12-month period for more convenient installments.

4. **Monthly Payment Plan (Veterans)** - Veterans of the United States Armed Forces who receive monthly payments for attending college may make arrangements to pay monthly installments directly to the Louisburg College Business Office. There is a charge of \$50.00 per year for this service, payable at \$25.00 per semester.
5. **Long-term Payment of College Expenses** - In addition to financial aid programs and the variety of available payment options, many families seek ways to spread the cost of higher education over a longer period of time, thus gaining easier monthly payments. Louisburg College students and their families currently use a number of different financing arrangements. These arrangements can be used in combination with student financial aid.

Financial Aid Office personnel are familiar with financing arrangements such as Federal PLUS loans and Unsubsidized Federal Stafford Loans, as well as other loan/financing options, which may be available to families. They will be pleased to discuss the relative benefits and costs associated with each. Loan programs are discussed on pages 33 and 34.

### ***Delinquent Payment Notice***

The use of any particular payment plan does not diminish the obligation of the student to pay all net charges for the current semester of enrollment. Louisburg College reserves the right to assess penalty and interest charges on payments made after the due date. Failure to meet financial obligations to the College by the date payment is required may result in the assessment of penalty and interest charges to the student. Continued delinquency may result in the account being placed with a collection firm. In such event, students may be liable for interest charges up to sixteen percent (16%) and late charges, attorneys' fees, etc. of up to four percent (4%) of the unpaid balance.

### ***Refund Policy***

Students terminating their enrollment at Louisburg College, for any reason, are expected to withdraw officially from the College. An official withdrawal form is obtained from the Admissions Office. If a student fails to complete an official withdrawal form, no guarantee of refund will be made, and the College shall not refund any deposit. A one-hundred dollar administrative fee will be charged to all withdrawing students.

For students officially withdrawing from the College, the refunding of tuition, fees, and board will be on a pro rata basis before the 60% point in the term. Once classes of the new term have begun, the refund calculation for withdrawals is based on tuition charges, board charges, and student fees (excluding any fees for insurance, course charges, or charges for supplies or books). There is no refund of tuition, fees and board after the 60% point in the term, and there is no refund of room charges after the beginning of classes of the term. In the event an applicant has prepaid a semester's expenses at Louisburg College and is subsequently found to be academically ineligible to attend, such applicant will be entitled to a full refund.

#### **LAST DATE OF CLASS ATTENDANCE % TUITION/BOARD REFUNDED**

Prior to 1 <sup>st</sup> day of term	100%
During 1 through 60% of term	pro rata%
After 60% point of term	0%

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

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

## *Financial Aid* *General Eligibility Requirements*

Louisburg College believes that all students should have the opportunity to attend the college of their choice, regardless of financial circumstances. While the student aid program is administered according to the nationally accepted policy that a student and his/her family have the primary obligation for financing a student's education, financial assistance is available to students who need help in paying the cost of education. This section gives general consumer information regarding aid programs at the College. Submit any request for additional information to the Financial Aid Office.

Eligibility for all aid programs at Louisburg College, except those designed to recognize exceptional academic, artistic, or athletic ability and some endowed scholarships, is based upon the need for funds as shown through a need analysis. All students who demonstrate need are awarded aid, as long as funds are available and the student meets specific program eligibility requirements. The amount of a student's award is based upon his or her need, and the Financial Aid Office creates an assistance package which meets the need of each qualified applicant. **The Free Application for Federal Student Aid (FAFSA)** should be completed and mailed as early as possible after January 1 of the award year, and for maximum consideration, submitted to the federal processor in Mt. Vernon, Illinois not later than March 1<sup>st</sup>. In addition to the paper application, students and their families may apply on the internet at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) for expedited processing. **Please be sure to avoid the site [www.fafsa.com](http://www.fafsa.com) which is a commercial site and charges a fee for submitting your financial aid application.** All applicants will be considered for assistance based on eligibility and in accordance with fund availability. Applications completed after this date will be considered for assistance based upon eligibility for assistance and in accordance with fund availability.

In order to receive any federal grant, loan, or work assistance, a student must be enrolled or accepted for enrollment as a regular student in a program leading to a degree; be carrying or planning to carry at least a half-time academic load (Federal Pell Grants may be obtained by less than half-time students under certain conditions); not owe a refund to a Title IV grant (Federal Pell, Federal Supplemental Educational Opportunity Grant, State Student Incentive Grant); not be in default on any Title IV loan or have made satisfactory arrangements to repay any defaulted loan (Federal Stafford, Federal PLUS, Federal Perkins) received at any institution; not have borrowed in excess of loan limits under Title IV programs; and sign a statement of educational purpose, saying that the Title IV funds will be used only for expenses related to study at the College. All recipients of federal aid must be citizens or permanent residents of the United States. In accordance with federal regulations, male recipients must certify their registration with Selective Service.

Continued receipt of financial assistance by aid applicants is dependent upon the establishment of continuing eligibility for aid based on satisfactory academic progress standards and upon continued funding of the programs at the College.

The Higher Education Act of 1965, as amended by Congress in 1980, mandates institutions of higher education to establish minimum standards of "satisfactory progress" for students receiving financial aid. Louisburg College makes these standards applicable to all programs funded by the federal government, including Pell Grants, Supplemental Educational Opportunity Grants, Perkins Loans, FFELP loans, and the Federal Work Study Program. These standards are also applicable to the State Contractual Scholarship Fund, North Carolina State Student Incentive Grants, and to certain Louisburg College-controlled scholarships.

Satisfactory progress standards evaluation will be done for all students at the end of each academic year for the next academic year. All students are provided a copy of the "Louisburg College Financial Aid Office Policy on Satisfactory Progress" in the "Student Handbook." Copies are also kept in the Financial Aid Office and are sent with award letters.

Financial aid appeals in writing may be made to the Director of Financial Aid who will convene an ad hoc committee to consider reinstatement of Federal, state or institutional aid if satisfactory academic progress was not achieved. Students will be notified within ten days of the decision. Students may also have their financial aid eligibility restored by successfully making up any credit or grade point average (GPA) deficiencies at their own expense in summer school sessions or another semester.

### **Applying For Financial Aid**

To apply for all forms of financial aid at Louisburg College, a student must submit needs analysis form(s) which have been approved by the Secretary of the United States Department of Education. The Free Application for Federal Student Aid (FAFSA) enables a student to apply for federal financial aid available at Louisburg. Additional applications may be required for students who wish to apply for state and institutional aid at Louisburg.

Louisburg's Financial Aid Office will mail all proper application forms needed to apply for all assistance available at the College to those prospective students who indicate an interest in applying for aid. Availability of applications will be disseminated to all returning students, and forms will be sent to others upon request. Note: For those aid programs that are not based on demonstrated need, a needs analysis form will not be requested.

### **Types Of Assistance**

Several different types of financial aid are available: scholarships, grants, on and off-campus employment, and loans. In most cases, aid is "packaged" so that students can receive assistance through more than one program. Although individual circumstances vary, the average aid package includes 40 percent self-help and 60 percent scholarships/grants.

There are many aid programs of each type offered to students. These programs come from a variety of sources: federal and state government; church, corporate, foundation, and other donors; Louisburg College endowment income and general funds.

## ***Grants And Scholarships***

### **Federal Grants**

**Federal Pell Grant.** This gift assistance is the foundation of the federal student financial aid program. Eligible students may receive awards up to \$4,050 in 2006-2007

**Federal Supplemental Educational Opportunity Grant.** FSEOG is a grant program in which eligible students may receive yearly awards ranging from \$100 to \$4,000. Preference is given to Federal Pell Grant recipients.

### **State Grants For North Carolina Residents**

**North Carolina Legislative Tuition Grant.** Grants not based on need are awarded to all who meet both the definition of full-time student and the legal residency requirements established by the State of North Carolina. For 2006-07, the grant was valued at \$1,900 per academic year. To meet the definition of full-time student, one must be enrolled in a minimum of 12 semester hours through October 1 of the fall semester and through the 10th day of classes of the spring semester. To meet the legal residency qualification for the NCLTG, the student must have maintained his/her domicile in North Carolina for at least the 12 months immediately preceding the date of first enrollment or re-enrollment. For details concerning residency and other requirements, contact the Financial Aid Office.

**State Contractual Scholarship Fund for Needy North Carolinians.** Legal residents of North Carolina may be awarded SCSF grant funds as determined by the financial aid system of the institution, using Louisburg's financial aid policy in conjunction with Federal Methodology to determine need. Individual awards are up to \$6,000 for each eligible recipient.

**North Carolina Teacher Scholarship-Loan Program.** Available through the North Carolina State Department of Public Instruction, these scholarship awards are initially made as loans, with one year's loan being canceled for each year of teaching service in North Carolina public schools.

**North Carolina State Student Incentive Grants (SSIG).** Available through the College Foundation (CFI) in Raleigh, Students with exceptional need are automatically considered by applying with the ***Free Application for Federal Student Aid***. In 2006-07 the value of the award was \$700 per year. Early application is essential as the funds are usually fully expended by the end of February.

**North Carolina National Guard Scholarships.** The North Carolina National Guard offers two scholarship programs for its members. The first, funded by the North Carolina General Assembly, can provide up to \$500 per year of college; the second, a federally funded program for new recruits, can provide an additional \$500 per year. For details, interested students should contact the North Carolina National Guard, Office of the Adjutant General, Attn.: AGPR, P.O. Box 26286, Raleigh, N.C. 27611.

### **Louisburg College Grants**

**Louisburg College Grant.** Students who are registered for and maintain a minimum load of twelve (12) semester hours and have financial need as determined by the Free Application for Federal Student Aid (FAFSA) are eligible for this grant in aid. The amount of the award is up to \$6200 per academic year. Students are eligible for renewal in their second year provided satisfactory academic progress is maintained.

**Franklin County Grant.** Students from Franklin County who are registered for and maintain a minimum load of twelve (12) semester credit hours and have financial need as determined by the federal government are eligible for this grant in aid. The maximum amount of the award is equal to one-quarter of the amount of tuition and fees. Recipients of athletic scholarships, merit scholarships, and/or Louisburg College Grants will have the amount of the Franklin County Grant reduced by the same amount of these other financial aid awards. Students are eligible for renewal for this grant in their second year of study provided they maintain satisfactory progress.

**Commuting Student Grant.** Commuting students from outside of Franklin County who are registered for and maintain a minimum load of twelve (12) semester credit hours and have financial need as determined by the federal government are eligible for this grant in aid. The maximum amount of the award is equal to one-fifth of the amount of tuition and fees. Recipients of athletic scholarships, merit scholarships, and/or Louisburg College grants will have the amount of the Commuting Student Grant reduced by the same amount of these other financial aid awards. Students are eligible for renewal of this grant in their second year of study provided they maintain satisfactory progress.

**Sibling Award.** Grants of \$1000 per year or \$500 per semester are awarded to siblings who are simultaneously enrolled as full-time students in a given semester.

### **Academic Scholarships**

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

**Leadership Scholarship.** Scholarships of \$1,000 are awarded annually to incoming freshman who have a minimum GPA of 2.75, an SAT score of 950, and participation in one or more high school activity which must include a non-athletic activity. Students may receive this award if they do not receive an academic scholarship of greater value. The Leadership Scholarship is renewable for the second year provided the recipient maintains an overall grade point average of 2.75 and is involved in one or more College-sponsored activity which must include a non-athletic activity.

**Faculty Awards.** Scholarships of \$2,000 are awarded annually to incoming freshman who have a minimum GPA of 3.0 and SAT score of 1000. Faculty scholarships are renewable for the second year provided the recipient maintains an overall grade point average of at least 3.0.

**Trustee Awards.** Scholarships of \$4,000 are awarded annually to incoming freshman who have a minimum GPA of 3.25 and SAT score of 1100. Trustee scholarships are renewable for the second year provided the recipient maintains an overall grade point average of at least 3.25.

**Presidential Awards.** Scholarships of \$6,000 are awarded annually to incoming freshman who have a minimum GPA of 3.5 and SAT score of 1200. Presidential scholarships are renewable for the second year provided the recipient maintains an overall grade point average of at least 3.5.

**Will and Sara Condon Rodgers Memorial Scholarship Endowment.** This academic scholarship was established in the will of the late Sara Condon Rodgers. The scholarship provides assistance up to two-thirds of the cost of annual tuition and fees. Candidates must meet the following initial requirements: minimum GPA of 3.0 and SAT score of 920. The Admissions Office notifies incoming freshman who meet initial standards that they may be eligible to compete for the need-based academic scholarship. With notification the student is requested to complete a financial statement and provide a written statement. Those meeting the need criteria as determined by the financial statement and submission of a personal statement will be given the opportunity to attend a scholarship competition which is held in the spring to select recipients of the scholarship. Students receiving the scholarship may renew it if they maintain a 3.0 GPA during their first year.

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

### ***Loan Programs***

**Federal Stafford Loan (interest-subsidized)** - Louisburg College students who demonstrate need for funds may borrow up to the amount of their need through a government subsidized Federal Stafford Loan, not to exceed annual loan limits. Maximum annual loan for first-year students is \$2,625. For sophomores, the maximum annual loan is \$3,500. Origination/insurance fees of up to 3% may be deducted from loan proceeds. Interest charges and repayment begin six (6) months after a borrower ceases to be enrolled at least half-time in any post-secondary institution, with a variable interest rate (not to exceed 8.25%) adjusted annually each July 1 in accordance with federal statute.

**Federal Stafford Loan (unsubsidized)** - For students who show little or no need for a Federal Subsidized Stafford Loan, an unsubsidized loan is available. Maximum annual borrowing levels, including any subsidized Federal Stafford Loan, may not exceed \$2,625 for first-year students or \$3,500 for students who have achieved sophomore status. Independent students may borrow up to an additional \$4000 over the above maximums as well as dependent students whose parent has been denied a PLUS Loan. Interest begins accruing on the date of disbursement with the rate adjusted annually each July 1 in accordance with federal statute (interest rate not to exceed 8.25%). Borrowers have the option to capitalize interest during enrollment or to make interest payments while attending college. Payments on principal plus interest begin 6 months after the student ceases to be enrolled at least half-time in any post-secondary institution. The interest rate while in school for 2005-06 is 4.70%, and in repayment the rate is 5.30%.

**Federal Perkins Loan** - Funding for this low-interest (5%) loan comes from the federal government and Louisburg College. Priority goes to students with exceptional need, as defined by the Louisburg College Financial Aid Office. Students may borrow up to \$4,000 each academic year. Interest and repayment begin nine months after the borrower has ceased to be enrolled at least half-time in any post-secondary institution.

**Federal PLUS Loan** – Parents may choose to apply for a Parent Loan for Undergraduate Students (PLUS). The loan is available in yearly amounts up to the cost of education less financial aid, based on a credit review by the lender. Origination/insurance fees (not to exceed 3%) are deducted from the proceeds. Interest is variable and begins accruing from the date of disbursement (rate not to exceed 9%). The rate is adjusted each July 1 as prescribed by federal statute. Repayment begins within 60 days after disbursement of funds. For the year of 2005-06, the interest rate is 6.10%.

**United Methodist Loan** - The United Methodist Student Loan Fund offers 6% interest loans of up to \$2,500 per year to members of the United Methodist Church who are in degree programs at Louisburg College. Recipients must show financial need by completing a required financial statement. Interest accrues from the date the loan check is issued, but repayment does not begin until six (6) months after the borrower leaves school. A valid cosigner is required.

**Alternative Loans** - In addition to the loans listed above, there are other loans available to students and their families. Need is not a factor in determining eligibility for these non-need-based private loans, however there are credit checking requirements, credit/income analysis, and coborrower (cosigner) requirements usually associated with these loans. Please contact the Office of Financial Aid for further information and applications for these loans. Many of these loans have interest rates similar or slightly higher to Federal PLUS loans.

### ***Work Programs***

**Federal Work Study Program** - The Federal Work Study Program, provides on and off-campus jobs to students who need financial assistance. Recipients of Federal Work Study awards generally work 8-10 hours per week and may receive awards totaling up to \$1,000 during the academic year. Job assignments are made by the Financial Aid Office, with consideration given to students' job preferences, class schedules, work experience, health, and academic progress. The rate of pay for jobs in this program is the federal minimum wage of \$5.15.

**Off-Campus Job Opportunities** – Many area employers submit requests for part-time employment for students during the academic year and vacations. Current available jobs are posted on Office of Financial Aid bulletin boards and information may also be available in the student life office. Students may also discuss their employment needs with financial aid staff who may know of immediate openings. All students are encouraged to contact directly employers of interest in their part-time job search.

### ***Veterans***

Louisburg College is approved to provide education under Provisions of Chapter 34, Title 38, U.S. Code, G.I. Bill effective June 1966; Chapter 36, Title 38, U.S. Code, the children of deceased or disabled veterans; Public Law 89-483, for disabled veterans; Public Law 94-502, and Public Law 93-508.

Many veterans are eligible for financial support to attend college. Before communicating with Louisburg College about benefits under this program, the prospective recipient should complete all requirements at the regional Veterans Administration Office.

Generally, children of deceased veterans and veterans with total and permanent disabilities are eligible for financial benefits to attend college when the parent's death or disability resulted from service in the Armed Forces. The Registrar's Office assists with these requests.

For further information, write the Veterans Administration Regional Office, 251 North Main Street, Winston-Salem, N.C. 27102. Information may also be obtained from the North Carolina Department of Veterans' Affairs, P.O. Drawer 27611, Raleigh, N.C.

Students receiving benefits from the Veterans Administration are allowed two semesters to remove probationary status, after which benefits are terminated. Veterans who are terminated for unsatisfactory progress must go through College Readmission Counseling before they can be re-certified for education benefits.

Academic and conduct requirements and regulations apply equally to all students, veterans and non-veterans alike.

Records of progress are kept by this institution on all students, veterans and non-veterans alike. Progress records are furnished to all students at the end of each scheduled school term.

Veterans may be eligible to receive academic credit for military service or training. Louisburg College uses the American Council on Education guidelines to determine credit to be awarded for military schooling. For more information, contact the Registrar.

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

For students who receive federal aid and withdraw before the 60% point in the semester, financial aid funds will be returned to the federal aid programs based on a ratio of the number of calendar days attended in the semester to the total number of calendar days in the semester or summer school term. The documented last date of attendance will be used to determine any amount refundable to federal, state, and institutional financial programs. Funds will be returned in the following order: Unsubsidized Federal Stafford Loan, Subsidized Federal Stafford Loan, Perkins Loan, Pell Grant, Supplemental Educational Opportunity Grant (SEOG) and any other Title IV funds. For North Carolina students, program refunds will be made according to state regulations. All scholarships received from outside sources will be retained unless otherwise restricted. Any institutional aid will also be refunded back to the college on a pro-rata basis. If a student attends sixty percent or more of classes in a given semester, no federal, state, private or institutional program refunds will be made. Please contact the Office of Financial Aid for a full, detailed description of the financial aid refund policy, including all aid funds/programs.

# STUDENT LIFE

## *Introduction*

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

As a private, church-related institution, Louisburg College takes responsibility to act *in loco parentis* (in place of the parent). Students are expected to support the policies and regulations as stated in the catalog and the student handbook, and by enrolling each student agrees to follow these policies.

The Student Life staff provides leadership in planning a balanced program for resident and commuter students. The out-of-class activities include a variety of campus organizations, publications, religious life, cultural events, intramurals and athletics.

## *Student Organizations*

Throughout the years the list of organizations has changed based on student interest and participation. Students are encouraged to form new clubs and plan events by working with the Student Life staff. The Student Activities Office and faculty advisors are eager to assist students with forming organizations and interest groups.

**Campus Activity Board.** The Campus Activity Board plans and facilitates various campus events and intramural programs. Students are encouraged to participate in the CAB to offer input and suggestions regarding campus activities. Through CAB students have an opportunity to be involved at all levels of campus events, including planning, advertisement, facilitation, and evaluation. This group meets bi-weekly and is advised by a member of the Student Life Staff

**Louisburg College Chorale.** The Chorale meets twice a week and gives a Christmas Concert and a Spring Concert each year. The chorale studies the classics, folk songs, spirituals, and music from the Broadway stage. Emphasis is placed on tone quality, balance, phrasing, dynamics, and interpretation. A small group of 12 to 15 students is selected from the Chorale to compose the Louisburg College Ensemble. This group performs for various occasions on campus, presents concerts throughout the year at various churches in North Carolina, and makes an extended performing tour during Spring Break.

**Christian Life Council.** A non-sectarian group, the Christian Life Council coordinates all campus religious activities and certain service projects in which students are involved. Open to all students, this group meets weekly for fellowship and study. It sponsors Bible study groups, discussions of timely topics, three special religious services annually, and an off-campus retreat. Among its long-standing service projects are visits of the American Red Cross Bloodmobile and Disaster Relief efforts.

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

**Fellowship of Christian Athletes.** This interdenominational group of student-athletes seeks to enhance and strengthen their faith through fellowship, service projects, and chapel services.

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

**Residence Hall Council.** Each residence hall community group selects a representative for Residence Life Council as its governing body. The RLC serves as a forum for resident ideas and concerns, as well as plans and publicizes

residence hall activities and fundraising projects. One member of the RLC also serves as a non-voting member of the Student Government Association Student Council.

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

**Student Government Association.** Each Louisburg College student is a member of the SGA and is represented through its officers: President, Vice President, Secretary/Treasurer, and Freshman and Sophomore Student Council. The purpose of the SGA is to maintain harmony within the student body and to serve as the liaison between the student body and the College administration. The legislative arm of SGA is the Student Senate. Additionally, the SGA is the organizing agency for the Student Center/Dining Committee, the Elections Committee, and the Judicial Committee. Students are encouraged to be an active participant in Student Government, whether through membership in the Executive and Student Councils or by attending weekly meetings.

### ***Student Publications***

*The Storm* is a campus publication edited by the students under the supervision of a staff advisor. It contains original poetry, prose, photography, and illustrations by Louisburg College students, faculty, and staff.

### ***Counseling Center***

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

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

Release of information regarding your counseling may be done at your request to the people you designate. You will sign a consent to release information; what you want and don't want released and to whom.

State and federal laws and/or professional ethics place some limits on confidentiality and may require your information to be released. Information may be released without your permission if you state you seriously intend to harm yourself or another person(s), if you report or describe abuse, neglect, or sexual abuse of children or vulnerable adults, or if subpoenaed by a court.

### ***Religion on Campus***

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

description under "Student Organizations") and under the direction of the Chaplain, whose office is located in the Clifton L. Benson Chapel and Religious Life Center.

**Chapel.** Services of worship are conducted at 11:00a.m on Tuesdays and at 11:00am every 2<sup>nd</sup> and 4<sup>th</sup> Sunday in Benson Chapel. Additional worship services are also scheduled as deemed appropriate. On these occasions, the Chaplain, guest ministers of various denominations, faculty members, and students preach or present religious programs.

### ***Cultural Activities***

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

The Louisburg College Concert Series features distinguished and professional performers in a balanced schedule of both classical and popular performing arts, including music, dance, and drama.

Student creative arts programming is provided in the chorale, the literary newsmagazine, poetry and fiction readings, and residence hall programs. Students are also encouraged to enter their work in sculpture, paintings, drawings, and ceramics in Art Gallery exhibits.

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

### ***Student Conduct and Campus Regulations***

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

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

Alcoholic beverages must not be brought into the buildings or onto the campus grounds of Louisburg College. A student found in possession of alcoholic beverages or any illegal substance on campus may be suspended from Louisburg College. Refer to the Student Handbook for more detailed information.

**Motor Vehicles.** Any student at Louisburg College may park a vehicle on campus provided he or she conforms to all traffic and parking regulations and has properly registered the vehicle. Specific parking areas are provided for students, faculty, staff, and employees, but the College does not insure or provide insurance for personal property or personal vehicles.

**Housing.** The following classifications of students may secure off-campus housing if they desire:

- a) Students who are 21 years of age or older at the time of enrollment.
- b) Married students.
- c) Students who have been in attendance at Louisburg College for at least four semesters.
- d) Students who meet the criteria for financial independence as determined by the financial aid office.
- e) Students who live within commuting distance with their parent/guardians.

All other students must live in Louisburg College housing or commute from the home of their parents or close relatives. Any student who falsifies his/her status to avoid living on campus will be assigned a room and charged rent regardless of whether or not the student resides on campus.

1. All housing arrangements are to be made through the Assistant Dean for Student Life.

2. A student whose academic load drops below 12 hours is no longer a full-time student and may be required to move out of the residence hall and commute from home.
3. Any student who changes rooms or removes or exchanges furniture without the consent of the Assistant Dean for Student Life is subject to disciplinary action.
4. A student must get permission from the Residence Hall Mentor before having guests overnight in residence hall rooms, and overnight guests must complete a registration form and submit to the Residence Hall Mentor.
5. Guests of the opposite sex are permitted in students' rooms and residence hall hallways only during published visitation hours.
6. Any student who damages furniture or buildings must pay the expense of repairs. Each occupant of a room will be held responsible for its care and preservation.
7. Any student with specific housing needs because of a disability or medical condition must provide documentation, in advance, to the Dean of Students. Requests will be reviewed with the ADA Coordinator to determine the validity of the request. Such requests may restrict the student to housing in specific residence hall locations.

### ***Residence Hall Room Furnishings***

The College provides the necessary furniture for residence hall rooms. Students should bring with them bed linen (all beds in the residence halls are single), including sheets, blankets and pillows; towels; a reading lamp; and any other articles which would add to the comfort and attractiveness of their college home. Electric fans, rugs, curtains, lamps, pictures, and easy chairs are not furnished but may be supplied by the student. Some items may not be brought into the residence halls, including window air-conditioning units, firearms, pets, fireworks, electric heaters, and cooking appliances. A complete list of approved/unapproved items for residence hall rooms is included with the student's housing application packet and the Student Handbook.

### ***Intramurals***

Intramurals at Louisburg College are sponsored by the Student Life Office. They are designed to promote physical fitness, community citizenship, and good sportsmanship. The Intramural Program offers numerous activities, including Flag Football, Basketball, Soccer, Softball, Table Tennis, Billiards, and Volleyball. Intramurals are facilitated by the Intramurals Coordinator, and students are encouraged to participate in the events as well as provide suggestions and feedback through the Campus Activities Board.

### ***Student Involuntary Medical Withdrawal Policy***

#### **1. PURPOSE**

One of the college's purposes is to ensure equality of educational opportunity while fostering an environment that promotes the education, service, maturation, and safety of all members of its community. Periodically, college officials become aware of a student who may be seriously interfering with this purpose because of a mental, emotional, physical, or psychological health condition. In these situations, College officials may consider the appropriateness of involuntary medical withdrawal according to the standards and procedures described in this policy.

An involuntary medical withdrawal should not be imposed when judicial, academic, or other responses to the student's situation are readily available and can be addressed through those avenues. Additionally, when possible

and appropriate, efforts will be made to persuade the student to voluntarily withdraw and to follow a course of treatment needed to resume student status.

Involuntary medical withdrawal is not a substitute for appropriate disciplinary action. A student suffering from a mental disorder who is accused of a disciplinary violation should not be diverted from the disciplinary process unless, as a result of the mental disorder, the student either lacks the capacity to respond to the charges or did not know the nature of and quality of the act in question. Further, this policy should not be used to dismiss socially or politically eccentric students who have not otherwise engaged in behavior which poses a danger to themselves or to others, or which substantially disrupts normal College activities.

## **2. COMPOSITION OF THE WITHDRAWAL PANEL**

The Medical Withdrawal panel will consist of the following members:

- a. Vice President of Student Life (chair)
- b. Vice President of Academic Life
- c. Vice President of Enrollment Management
- d. Chair of the Faculty Student Life Committee
- e. Assistant Dean for Counseling  
(Non-voting advisor regarding mental health issues).

## **3. COMMENCEMENT OF THE INVOLUNTARY MEDICAL WITHDRAWAL PROCESS**

The Involuntary Medical Withdrawal process will commence when the student's condition involves one or more of the following:

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

An interim medical withdrawal will be imposed when the student presents a real and present danger to others.

Any member of the College community who has reason to believe that a student may meet the standard for involuntary medical withdrawal described above may contact the Vice President of Student Life. If the Vice President of Student Life determines, based on the above criteria, that the student should be referred to the IMW panel, a recommendation will be submitted to the IMW panel and the student in question. The panel will convene for the conference within three business days of the recommendation, and the student will be notified of the conference. If, in the Vice President of Student Life's judgment, the student does not meet the standard for IMW, the Vice President of Student Life may take any other action deemed appropriate, including initiating disciplinary action or recommending that the student seek treatment.

The Vice President of Student Life will also inform the parents or guardians of the conference, though they may not attend the conference.

## **4. THE CONFERENCE**

At the conference, the Vice President of Student Life will provide the IMW panel all evidence relevant to determine whether the student is subject to IMW under the standard set forth in section 5. The evidence may include witnesses, written reports, documents or written statements, and/or an independent mental health professional's written evaluation. The IMW panel may at its discretion require the student be evaluated by a mental health professional.

The student's rights at the conference shall include:

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

The members of the IMW panel may also ask questions of the student and/or any witnesses. The Vice President of Student Life may exclude evidence that is not relevant or is cumulative.

The conference will be closed to the public and the evidence presented will be kept confidential. The conference will be recorded via audiocassette and shall be preserved as part of the student's confidential counseling record.

## **5. THE DECISION OF THE PANEL**

A student will be subject to involuntary medical withdrawal if the IMW panel concludes that, in its judgment, the student has exhibited behavior as listed in section 3 or is a real threat to engage in such behavior. The IMW panel will base its decision on evidence presented at the conference. The concurrence of all panel members will be required to withdraw a student under this policy. If the IMW panel concludes that the student does meet the standard for IMW, the panel shall so state in a written decision from the Vice President of Student Life that will include its reasons for this conclusion. This decision will be reviewed by the President of the College. If the President is in agreement with the panel, the decision will be communicated to the student within 24 hours. This decision is final.

Students who are involuntarily withdrawn must vacate the campus immediately. Resident students will be given 24 hours to remove their belongings from campus. Students refusing to leave campus or who present a real and present danger will be escorted from campus by local law enforcement. Appropriate legal action to prevent the student from returning to campus will be initiated.

The panel may, at its discretion, permit a student who meets the standard for medical withdrawal to remain enrolled on a probationary basis under specified conditions which may include, but are not limited to, participation in a documented, on-going treatment plan, acceptance of and compliance with a behavioral contract, a housing relocation, a lighter academic course load, or any combination.

## **6. VOLUNTARY MEDICAL WITHDRAWAL**

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

## **7. READMISSION**

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

## **8. RECORDS AND FEES**

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

## ATHLETICS

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

### **Hurricane Baseball**

The Louisburg College baseball program has been one of the most successful programs in the country for the past forty-nine years. The Hurricanes have won twenty-five conference championships, eleven district championships and have made ten appearances in the NJCAA College World Series. In 2002, the Hurricanes finished 51-11 (a school record for wins) and made their tenth trip to the College World Series in Grand Junction, Colorado, finishing sixth in the country. During the course of the past forty-nine years, over eighty-eight players have signed professional contracts. In the program's history, fourteen Louisburg College alumni have played major league baseball. Numerous players have continued to play baseball at four-year institutions. The baseball program competes year-round on Frazier Field and remains a huge source of pride for our campus and our community.

### **Hurricane Basketball (Women's)**

The women's basketball program at Louisburg College is among the most respected women's basketball programs in the United States. Two NJCAA National Championships, two NJCAA National runner-up finishes, and nineteen top sixteen finishes in the national tournament have made Louisburg College one of the most successful teams in the history of the NJCAA National Tournament.

The Hurricanes won the NJCAA National Championship in 1992 and followed it with a second place finish in 1993. In the past nineteen seasons, the program has compiled an amazing 488-88 record which includes seventeen Region X Championships. Individual honors have been equally impressive; seventeen Hurricanes have been accorded NJCAA All-American honors.

Former Louisburg College student-athletes have continued their basketball careers at universities such as the University of North Carolina at Chapel Hill, North Carolina State University, Western Kentucky University, University of Maryland, Kansas University, East Carolina University, University of North Carolina at Charlotte, Old Dominion University and Virginia Tech. The team competes in Holton Gymnasium on the campus of Louisburg College.

### **Hurricane Basketball (Men's)**

The men's basketball team is rich in tradition. The Hurricanes have won three Region X Championships and have competed in the District Championship four times in the last nine years. In 2006, Franklin county native Aaron Denton begins his tenure as head coach, replacing longtime coach J. Enid Drake. Coach Drake posted 694 wins in his 41 years as head basketball coach at Louisburg and was inducted into the JUCO Basketball Coaches Hall of Fame in 2001. The Region X Coach of the Year award was renamed in Coach Drake's honor during the 2005 season.

Hurricane players have consistently received top regional and national honors, and numerous student-athletes have gone on to play for four-year colleges and universities including the University of North Carolina at Chapel Hill, North Carolina State University, the University of Hawaii, and Lenoir-Rhyne College. The team competes in Holton Gymnasium on the campus of Louisburg College.

### **Hurricane Cross-Country (Men's)**

Recruitment is an important on-going process for our newly founded cross-country teams. Louisburg College endeavored to complete a roster of five female and five male runners for the 2006 fall season. The cross-country teams competed in several races during the fall and spring. Our runners will continue to face competition from both junior and senior colleges and universities. Look for our runners competing in the fall of 2007.

### **Hurricane Cross-Country (Women's)**

Recruitment is an important on-going process for our newly founded cross-country teams. Louisburg College endeavored to complete a roster of five female and five female runners for the 2006 fall season. The cross-country

teams competed in several races during the fall and spring. Our runners will continue to face competition from both junior and senior colleges and universities. Look for our runners competing in the fall of 2007.

### **Hurricane Football**

After a seventy year absence, in the fall of 2005 football has made its return to the Louisburg College campus. The team has competed for the past two seasons against college club programs, junior college programs and junior varsity programs in North Carolina, Virginia, and Georgia. In 2005, the team finished with a winning record of 5-3. The program is beginning to take shape with the signing of many new recruits including some of the top athletes in the Southeastern US. Louisburg College is the first NJCAA school in North Carolina, South Carolina, Virginia and Tennessee to carry a football program. Louisburg College is excited to be able to offer collegiate football to its student body and is anticipating an exciting fall season.

### **Hurricane Golf (Men's)**

The Louisburg College men's golf team has evolved over the past three years into a successful and competitive program. Louisburg College has won the Region X Division III Golf Championship each year from 2004-2006. The team competes against other Division I, II, and III NJCAA, NAIA, and NCAA opponents. The program has produced many talented golfers including the 2005 and the 2006 tournament medalists at the Region X Golf Championships. Three times in the last decade, Louisburg College has placed third in the National Division III NJCAA Golf Tournament. In June 2005, the team placed 8<sup>th</sup> in the nation with a member of our team placing 7<sup>th</sup> overall. In April 2006 the golf team was ranked as the #1 division III NJCAA team in the country.

The program recruits top student-athletes from all over the United States and internationally. The team has the privilege of playing on many of the best courses in North Carolina, South Carolina, and Virginia while playing home matches at Bull Creek Golf & Country Club and at The River Golf & Country Club in Louisburg, NC.

Playing a strong fall and spring season golf schedule, the team prepares each year for end-of-season competition and the national championship.

### **Hurricane Golf (Women's)**

In the fall of 2003, Louisburg College instituted its first women's golf team. The team practices and hosts matches at Bull Creek Country Club in Louisburg, NC. For maximum exposure, many of the matches and tournaments will be in conjunction with junior and senior colleges and universities. Team recruitment is both state and nation wide. The women's golf team holds tryouts in the fall and spring; interested student-athletes should contact the women's golf coach.

### **Hurricane Soccer (Men's)**

In recent years, the Louisburg College men's soccer program has become widely recognized as a highly competitive program. The team competes in NJCAA Region X and has captured an incredible six-consecutive Region X championship titles (2000-2006). Additionally, the team has claimed five district championships (2001-2003, 2005-2006) and the program has made four appearances at the NJCAA National Championships (2001-2003). Most recently, in 2006, the team made an appearance in the NJCAA final four. The team has been ranked in the top ten of the NJCAA for the last six years (2001-2006). By all accounts, the men's soccer program at Louisburg College has established itself as an exceedingly successful soccer program.

The team plays a tough schedule, which includes other top two-year schools as well as several four year schools. In the past seven years, Louisburg College has produced 43 all-region players, ten all-district players and ten NJCAA All-Americans. Ninety percent of our student-athletes have gone on to pursue their soccer careers at four-year institutions after graduating from Louisburg College; this includes several NCAA Division I institutions. Our soccer facilities consist of two Bermuda grass fields, and are among the best on the east coast.

### **Hurricane Soccer (Women's)**

The Women's Soccer program is now in its twelfth season competing at the NJCAA Division I level. The program has steadily improved each year and is proud of its five Region X Championships (1999-2003). The strength of the program is reflected in the individual honors bestowed upon its student-athletes. In the program's short history, it has produced two NJCAA All-Americans and many of our student-athletes have received other regional accolades as well. Several student-athletes have continued to pursue their soccer careers at four-year

colleges and universities. The program's philosophy is based on the idea to produce student-athletes of high standards both academically and athletically. Louisburg College expects to continue attracting top student athletes to its soccer program, maintaining the proud Hurricane tradition.

### **Hurricane Softball**

The softball program has amassed numerous accolades both on and off the field. The Lady Hurricanes are recognized as one of the top NJCAA programs in the country. In 1991, 1997, 1999 and 2005 the team finished in the Elite Eight at the NJCAA Championships in Hutchinson, Kansas. In the past 25 years, the softball program has proudly achieved an overall record of 575-331. This record includes thirteen Region X and six District J championship titles. The program has produced twenty NJCAA All-Americans and sixteen Academic All-Americans. Over sixty players have received scholarships to play at four-year schools and numerous others have transferred to major universities to finish their academic pursuits.

The team is currently playing on a beautiful 200-foot lighted facility (Sheilah R. Cotten Field) with in-ground irrigation and a batting cage. The softball team successfully competes against NJCAA Division II and III schools and plays a fall and spring schedule of approximately 60 games.

### **Hurricane Volleyball**

The 2006-07 year marked the fourth season for the volleyball program at Louisburg College after a 25-year absence. The spring of 2005 resulted in the program's first graduating class. Several of our volleyball alumni have continued to pursue their volleyball careers at four-year institutions and our current members are attracting interest from many of the four-year schools in the region. This young program has produced members of the NJCAA Region X all-region team 2003-2006.

## ACADEMIC POLICIES AND PROCEDURES

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

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

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

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

**Attendance, Course Participation, and Performance Expectations.** Because Louisburg College is a learning community, the College expects all students to:

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

The standard attendance policy of the College permits students one unexcused absence per semester for each class meeting per week for a course (for example, two unexcused absences per semester are permitted for a class that meets two times per week); however, individual faculty members may establish alternate attendance policies. The instructor shall inform students of attendance and other course policies at the first class session of the term. Any student who misses the first class session will be dropped from the course. The College requires attendance at a minimum of 80 percent of the class meetings for course credit. The College Registrar verifies absences for College-sponsored activities, and the Assistant Dean of Student Life verifies absences for all other reasons.

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

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

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

**Change of Courses:** A course may be added within the first week of classes or dropped within four weeks after registration if the change is approved by the student's advisor, the Registrar, and the instructor involved. The forms provided must be fully processed to make approved changes official. No credit will be allowed on any course for which the student has not properly registered.

**Change of Grade:** Once grades are recorded by the Registrar, they (except for "I" and "IP") can be changed only if the faculty member made an error in determining or recording the grade. Submission of work after the Registrar has recorded a grade is not an acceptable basis for changing a grade. To change a grade, the faculty member must complete a change-of-grade request form indicating the cause of the error and must submit that form to the Academic Dean. If the Academic Dean approves the request, the Academic Dean will forward it to the Registrar, who will record the change of grade.

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

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

**Course Withdrawal:** Students are permitted to withdraw officially from a course from the beginning of the second week of classes through two weeks after midterm. If the withdrawal occurs during the first four weeks of the semester, a withdraw (W) grade will be recorded on the student's transcript. The grade (withdraw-W, withdraw passing-WP, withdraw failing-WF) recorded on transcripts for a withdrawal after that time is according to the recommendation of the instructor. Failure to attend classes does not constitute official withdrawal from a course. Students are committed to a standard grade (A through F) beginning the third week after midterm.

**Degree Completion Time:** A student taking longer than five years to complete all degree requirements will need to meet the graduation requirements of the catalog in effect at time of graduation. A student may be advised to repeat coursework if it has been longer than five years since the course was successfully completed.

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

**Examination:** Final examinations are held in all courses.

**Hour Load:** The normal academic load for students is a schedule of 16 semester credit hours. A full-time load, however, is defined as being any combination of 12 semester credit hours or more of classes. An additional charge is made for each credit hour over 17 with the semester credit hour charge being equal to the part-time per credit hour charge. Students must petition the Academic Dean in writing when desiring to take more than 19 credit hours in any given semester.

A maximum of six credit hours from one-hour courses may be included in meeting graduation requirements.

Students will not be charged overload tuition resulting from registering for DRA 101-Rehearsal and Performance, ENG 153/253-Introduction to Journalism, HUM 180-Humanities, INT 102-First Year Seminar, MSL 101/102/201/202, MUS 111/112-Chorale, MUS 131/132/231/232-Piano, MUS 141/142/241/242-Voice, MUS 160/170/180/260/270/280 – instrumental courses, physical education activity courses (PED 205/207/208/209/213/214/215/216/217).

**In-Progress Grades:** A grade of "IP" may be given when a student in a developmental course (ENG 097, ENG 098, MAT 099) when a student has completed a majority of exit competencies but not all exit competencies. A student receiving an "IP" grade has one semester to retake and complete the course. A student may not be given and

“IP” grade in any developmental course more than once. The “IP” grade receives zero (0) quality points when computing the grade-point-average.

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

**Independent Study Courses:** A student may be permitted in extraordinary situations to perform regular coursework as a tutorial provided a full-time faculty member of Louisburg College consents and the Academic Dean approves. A syllabus and a course outline are required for all tutorial courses. The prior approval of the instructor, division chairperson and Academic Dean is required before the student can register for the course. Only courses less than three semester credit hours may be authorized to be taken by any student after the 60% point of the term. The student is responsible for any additional expense incurred.

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

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

**Participation in Commencement:** Only students who have successfully completed all graduation requirements may participate in commencement. This policy cannot be waived except in extreme circumstances and with the approval of the Academic Affairs Committee.

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

A - Excellent	4 quality points per semester hour
B - Good	3 quality points per semester hour
C - Average	2 quality points per semester hour
D - Below Average	1 quality point per semester hour
W - Withdrawal	Not counted as hours attempted.
WP - Withdrawal Passing	Not counted as hours attempted.
WF - Withdraw Failing	0 quality points, counted in hours attempted.
F - Failure	0 quality points, counted in hours attempted.
I - Incomplete*	Course considered attempted but no quality points earned.
IP - In Progress	0 quality points
AU - Audit	No credit
N - No Grade	No grade at midterm.

**Registration:** Each semester the Registrar designates a preregistration period prior to the semester and a registration day just before classes begin. Registration is not permitted after the first week of classes.

Students must register for at least 12 semester hours to be considered full-time. (Note: Full-time status is required for dormitory residency and some forms of financial aid). The amount of credit for most courses is based upon the amount of class time required each week, i.e., 150 minutes for three semester hours.

The normal full-time student load is 15 to 16 hours, exclusive of physical education courses. Lighter loads (12 to 14 hours) are sometimes required or recommended, based upon such factors as academic record, nature of the courses, transfer requirements and graduation requirements. Additional tuition will be incurred for enrollment over 17 semester hours.

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

**Residency Requirement** – At least 32 of the last 41 credit hours of study at the associate degree level must be completed in residence at Louisburg College

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

<b>Full-time Semester/Part-time Year</b>	<b>Semester Credit Hours Earned<sup>*1</sup></b>	<b>Minimum GPA to Remain in Good-Standing</b>	<b>Academic Probation<sup>*2</sup></b>	<b>Academic Suspension<sup>*2</sup></b>
1	12	1.7	1.0-1.7	Lower than 1.0
2	24	1.8	1.5-1.8	Lower than 1.5
3	36	1.9 <sup>*3</sup>	1.7-1.9	Lower than 1.7
4	48	2.0	1.9-1.999	Lower than 1.85

Notes:

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

Definitions

1. Good Standing: Students meeting published minimum GPA and semester credit hour requirements.
2. Progress Probation: Students not satisfying published minimum semester credit hour requirements.
3. Academic Probation: Students not satisfying published minimum GPA requirements for good standing or earning a semester GPA of less than 1.0. In order to enroll for the following semester:
  - a. Rising second semester students on academic probation must contract to improve their cumulative GPA by a minimum of 0.50 or remove probationary status at the end of that semester;
  - b. Rising third semester students on academic probation must contract to improve their cumulative GPA by 0.20 or remove probationary status at the end of that semester;
  - c. Rising fourth semester students must contract to improve their cumulative GPA by 0.15 or remove probationary status at the end of that semester; or
  - d. Students entering their fifth or subsequent semester must contract to remove probationary status at the end of that semester.

4. **Academic Suspension:** Students not satisfying published minimum GPA requirements to continue as a student or earning a semester GPA of lower than 0.50. Academically suspended students may not register for classes at Louisburg College for two semesters with summer terms counting as one semester.

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

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

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

**Suspensions and Expulsions:** If a student is suspended, the student's permanent records will be so noted. If suspension or expulsion occurs within the first four weeks of the semester, no grades are assigned. If suspension or expulsion occurs after the first four weeks of the semester, WP or WF grades are assigned as warranted.

**Transcripts:** The Registrar's Office is the repository of academic records. At the end of each academic term, a grade report is provided to each student. Academic transcripts, upon a signed written request by the student, are released to other colleges, universities, prospective employers, or other third parties. The first transcript is issued at no cost, all subsequent transcripts are issued at the cost of \$5.00 each. There is a \$7.00 fee for a faxed transcript. Transcript requests are not processed during the opening week of school each semester.

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

All services are contingent upon no outstanding college accounts or other college obligations.

**Withdrawal from College Enrollment:** Any student desiring to withdraw from the College must follow official withdrawal procedures. The student must visit the office of the Dean of Students to initiate the process. Withdrawing students are assigned grades according to procedures outlined above (see Course Withdrawal).

**Academic Integrity Policy:** All Louisburg College students are expected to uphold standards of honesty and integrity in their academic pursuits and are responsible for producing only their own work in all classes. Cheating, plagiarism, or lying for academic advantage undermines academic integrity. Students are responsible for understanding these violations as explained below.

**Cheating:** Students must complete all tests and examinations without help from any source. They may not look at any other student's paper or any book or notes while taking tests unless specified by the instructor. Possession of notes while taking tests is considered evidence or intention to cheat. Students may not talk to any other student while tests are being given without explicit permission from the instructor. These rules apply to all assignments unless specified by the instructor.

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

Students must submit work that is their own. They may not submit work that has been produced by anyone else. They may not give their work to other students to plagiarize. They are encouraged to get ideas or suggestions from other sources when the instructor permits this.

**Academic Misrepresentation:** Students must not lie about absences or assignments to gain academic advantage. Students are responsible for asking for clarification from their instructors should they have questions about these violations. Violations will result in a conference with the instructor who will review evidence of the offense. The instructor has the authority to determine the severity of the penalty related to the course, such as zero (0) for the assignment or awarding an “F” for the final grade of the class according to the sanctions listed below.

**Process:** Any faculty member having evidence of a violation of the academic integrity policy shall meet with the student to inform him/her of the infraction of the policy. The faculty shall notify the Vice President for Academic Life providing him/her with documentation of the violation. The Vice President for Academic Life shall conduct a hearing with the student to review the documentation. The Vice President for Academic Life shall advise the faculty of possible sanctions permissible and applicable and discuss with the faculty the course of action the College should take should the violation not be the first infraction of the academic integrity policy by the student. The Vice President for Academic Life shall notify the student of the sanction imposed by the faculty member and by the College if applicable.

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

#### **Louisburg College Academic Grievance Procedure**

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

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

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

1. A written statement of complaint must be submitted to the involved staff or faculty member not later than 30 days from the end of the semester in which the grievance occurs. A student with an accommodation grievance must submit a written complaint not later than 5 days after the initial consultation with the involved staff or faculty. The student must consult with the person involved within one week of submission of the written statement.
2. If resolution of the problem is not achieved with the person involved, the student may direct the grievance in writing to the next higher level.
  - A. Grievances involving faculty members, but not related to accommodations for students with disabilities, are directed to the appropriate academic division chair.
  - B. Grievances involving staff members or academic division chairs are directed to the chief academic officer. The division chair or the chief academic officer will consult with the student and the involved staff or faculty member.

- C. Grievances concerning accommodations for students with disabilities are directed to the College ADA Advisory Committee for guidance and recommendations.
3. As a last step, and only after steps 1 and 2 above have been followed, the student may direct the grievance in writing, including a description of the allegations and supporting documentary evidence, to the President of the College. The President will appoint a Grievance Committee consisting of staff, faculty and students.
4. The Grievance Committee will review the written grievance and all supporting documentation and may hear oral presentations and consult with all involved parties. The committee will render its recommendations for disposition of the case in writing to the President of the College within two weeks of the last consultation/hearing. The President will notify all involved parties of his/her final decision concerning the grievance.

## *Academic Standards*

### **Graduation Requirements**

The requirements for all Associate in Arts and Associate in Science degrees include a minimum of 64 semester hours with a “C” (2.00) average and with a minimum grade of “C” in each competency requirement (see below). At least (58) of the hours used toward graduation must be in courses carrying two or more semester hours credit.

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

Students transferring credit to Louisburg College from other institutions must have at least two semesters in residence at Louisburg College, must earn at least 32 semester hours at Louisburg and must earn at least a “C” (2.00) average on Louisburg College work to qualify for graduation. Quality points at other institutions are not used in computing averages for graduation.

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

### **Academic Competency Requirements**

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

- Placement at the twelfth grade level on the College’s standardized reading placement test.
- Completion of a reading course with a grade of “C” or higher and placement at the twelfth grade level on the reading exit exam.
- Completion of two or more **reading-intensive** courses with a grade of “C” or higher.

**Writing competency** may be demonstrated through completion of **ENG 111 - Expository Writing and ENG 112 Argument Based Writing and Research** with grades of “C” or higher.

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

- Completion of **ENG 230 - Public Speaking** with a grade of “C” or higher.
- Meeting requirements of division speech test.

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

- Completion of **MAT 105 College Algebra** with a grade of “C” or higher.
- Completion of any higher level math course (other than Probability and Statistics and Engineering Graphics) with a grade of “C” or higher.

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

- Passing score on the College’s computer literacy skills exam.
- Completion of a computer information/science course with a grade of “C” or higher.

## *Communication of Information*

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

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

E-mail is efficient and effective, but students may come to view it as spam if it is overused. The registrar's office therefore should make sure that only high-priority matters are directed to student accounts via e-mail to ensure that its impact is not diluted with other information of lower priority being sent via hard-copy to students' post office boxes. Forthcoming deadlines, scholarship opportunities, and course schedule changes—important matters that are time-sensitive—are good candidates for notification to student accounts by e-mail.

### **Portals**

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

## *Privacy of Education Records*

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

Local policy explains in detail the procedures to be used by the College for compliance with the provisions of the Act. Copies of the policy can be found in the following offices: Dean of Students, Academic Dean, Registrar, and Admissions.

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

Under the FERPA Act, students have the right to

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

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

Questions concerning the Family Educational Rights and Privacy Act may be referred to the Academic Dean or Registrar.

## ***Recognition for Exceptional Achievements***

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

**Graduation with Honors:** Associate degree students with a grade point average of 4.00 will be graduated *summa cum laude*, those with a grade point average of 3.80 will be graduated *magna cum laude*, and those with a standing of 3.50 will be graduated *cum laude*. All grades earned in all post secondary institutions shall be used in determining eligibility for graduation honors.

**Graduation with Recognition:** Students earning a Louisburg College cumulative grade point average of 3.0 to 3.5 will be recognized in the program during commencement.

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

### **Honor Fraternities**

**Phi Theta Kappa.** Phi Theta Kappa is an international junior college scholarship-character fraternity, corresponding to Phi Beta Kappa in four-year institutions. The Gamma Upsilon Chapter of Phi Theta Kappa was chartered and organized at Louisburg College in December, 1938. Membership is presently open to freshman with a minimum grade point average of 3.50 and to sophomores with a minimum grade point average of 3.30. Continued membership is contingent upon students maintaining a 3.00 grade point average. Good moral character and recognized qualities of citizenship are also emphasized for membership.

## **Awards**

### **Commencement Day Awards Presentations**

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

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

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

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

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

### **Awards Day Presentations**

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

**The David Whitman Shearin Scholarship Award:** The Business/Computer Studies faculty annually awards a plaque and scholarship to a rising sophomore. The faculty elects the most outstanding representative of the Business/Computer Studies program in scholarship, activities, strength of character, and general conduct.

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

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

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

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

**The Peter A. Carlton Award in Biology:** Dr. Patrick W. Carlton, '57, and Richard A. Carlton have established an annual award for the student with the highest academic achievement in biological sciences. This award is given in memory of their father, Peter A. Carlton, an educator and longtime friend of Louisburg College.

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

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

**Drama Awards:** Drama awards are presented annually to recognize the Best Actress, Best Actor, Best Supporting Actress and Best Supporting Actor in a College production. In addition, the Tatsey Award is presented.

**Foreign Language Awards:** These awards are presented to outstanding French and Spanish students each year. One student is awarded the Blumfeld Scholarship.

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

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

**Resident Assistant of the Year Award:** Awarded to the Resident Assistant who has demonstrated service and responsibility beyond expectations.

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

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

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

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

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

**The Felton R. Nease Awards in Biology:** These cash awards, established in 1983 by the wife and daughter of Dr. Felton R. Nease, Professor Emeritus of Biology at Louisburg College, are presented annually to the male and female freshman who have proven excellence and plan careers in biology.

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

**Award in Social and Behavioral Sciences:** An annual award is presented by the Department of Social and Behavioral Sciences to the sophomore who has the most outstanding record in the field. A grade point average of 3.50 on 15 hours in the social sciences and at least a 3.00 average on all other courses is required to be considered for the award.

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

**Grady K. Snyder Award:** Honoring Grady K. Snyder, who taught in the Mathematics Department for 30 years and was department chair for 22 years, this award is presented to the student who has given outstanding effort in mathematics.

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

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

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

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

**Non-Major Science Award:** To recognize the non-science major who has achieved excellence in science.

# CURRICULUM DESCRIPTION

## *Instructional Methods*

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

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

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

**Independent Study.** In most academic disciplines, provision is made for individuals of exceptional ability and initiative to study under the guidance of an instructor on a one-to-one basis. The student, with an instructor who is a specialist in the field, develops a concentrated course of study in his or her area of interest. The requirements and course credit will vary with the subject and type of project pursued. A short description of the independent study project is attached to the student's permanent record.

**Cooperative Education.** This method provides students with unique opportunities to combine classroom instruction with work experience in an educationally sound way. The co-op student, while engaged in a well-defined academic program, also pursues a planned and well-structured, off-campus, work-centered learning experience. The work and learning experience is closely monitored and evaluated by the work supervisor and a College faculty or staff member. Co-op students may be placed in businesses, industries, schools, hospitals, or community-service agencies, as well as local, state, or federal government.

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

## *Academic Support*

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

### **First-Year Seminar**

All first-year students enroll in INT 102 – Crossroads, a class that explores learning for success in college. The goal is to help students identify and employ individual strengths to build adaptive techniques that can assist them in becoming confident, independent persons and learners. Each Crossroads class is comprised of about 17 students who are supported by faculty, staff, and administrators. The course members share in academic, social, and cultural activities.

### **Small Classes**

The average class size is sixteen, which provides greater contact with instructors and a greater opportunity for academic success.

### **Academic Advisors**

Full-time and select part-time faculty members serve as academic advisors and carry an average advisee load of only 17 students.

**Librarians with Faculty Status**

Three full-time and one part-time librarians staff our “teaching” library. At least one is librarian is available during library hours to assist students with their library needs.

**Office of Counseling Services**

A full-time counselor is available to students who desire to discuss academic, social, or personal issues.

**Math Lab**

The Math Lab is open weekdays to provide opportunities for students to receive assistance in their mathematics courses. Tutoring is available from Math Department faculty and staff members during posted Math Lab hours.

**Reading Lab**

The Reading Lab provides individual computer-aided assistance to students with reading needs. Appointments may be made with the reading instructor through the semester.

**Writing Center**

The Writing Center provides individual assistance with writing for English and other classes. The Writing Center is open weekdays. Appointments may be made with the tutor throughout the semester.

**Louisburg Learning Partners**

LLP is a fee-based program which offers comprehensive professional mentoring services to select students with learning disabilities.

**Academy**

The Academy program is a fee-based program which offers comprehensive professional mentoring services to any Louisburg College student.

### *Overview of Academic Programs*

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

1. **Associate in Arts and Associate in Science** curricula with multiple transfer-oriented options.
2. **Associate in Science in Business** curriculum with multiple transfer-oriented options.
3. **Louisburg Learning Partners (LLP)** - The Louisburg Learning Partners program in the Division of Learning Services is a comprehensive fee-based tutorial program for college students with specific learning disabilities and/or attention deficit hyperactivity disorder that exceed reasonable accommodations usually offered at the postsecondary level. Students enrolled in LLP have the benefit of working with faculty who are specially trained in teaching students with learning disabilities. LLP addresses learning differences by providing intensive and interactive partnerships that are designed to promote self-reliance and life-long learning skills. Specific advantages include individual tutorials with a learning specialist, strategy based instruction, content tutoring, academic coaching, priority registration, and academic advising.

A summer transition program for LLP students is available. Students enrolled in LLP will participate in Crossroads, a three-hour transferable course that will promote active learning and problem solving.

Interested students who are admitted to Louisburg College must also meet the LLP admission requirements. Apply as soon as possible as space is limited. For more information, contact the LLP Program Director.

4. **Special Programs** - Special non-degree courses provide opportunities for people to improve their professional and job skills and to broaden and develop their personal interests. Continuing Education Unit (CEU) credits, at the rate of one CEU for each 10 hours of class participation, are awarded in several

programs to qualified students. Programs are developed upon demand and interest, and they include such diverse courses and learning experiences as acting, economics, folklore, ceramics, field biology, science camps, and learning skills. Courses are structured in terms of particular program requirements, with a variety of learning activities such as workshops, laboratory settings, field exercises and traditional classroom presentations.

### *Transfer Programs*

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

Almost any academic major may be started at Louisburg College. Selections of specific courses fulfilling each requirement in the curriculum should be made in terms of the student's prerequisite skills, expected major, and anticipated transfer requirements. Louisburg College maintains current information on transferability of courses through close coordination and transfer agreements with numerous colleges and universities. A variety of pre-majors have been developed in cooperation with the University of North Carolina System and are intended as blueprints for guiding students who plan to transfer into the system. Additional pre-majors have been established with various other institutions for direct admission into professional programs. Faculty academic advisors guide their advisees in course selection, as well as career and transfer exploration.

Students who are **undecided about a college major** will find ample opportunity to explore a variety of options at Louisburg College. The undecided student should follow the **General College pre-major in either arts or science**.

\* All students should refer to the Academic Information section regarding demonstration of competencies for the five Academic Competency Requirement areas.

### *Degree Programs*

#### **Associate in Arts Degree in General College**

<b>Fall I</b>	<b>Spring I</b>	<b>Fall II</b>	<b>Spring II</b>
ENG 111	ENG 112	Literature	Literature/ENG 241/110/120
ART/DRA/MUS Elective	Lab SCI Elective	REL (Bible) Elective	REL/PHI Elective
HIS Elective	MAT 105	CIS Elective	HIS Elective
INT 102	INT 102	Lab SCI Elective	Free Elective
SOC SCI Elective	ENG 230	Free Elective	Free Elective
Free Elective	SOC SCI Elective	HEA100/PED 110	

#### **Associate in Science Degree in General Science**

<b>Fall I</b>	<b>Spring I</b>	<b>Fall II</b>	<b>Spring II</b>
ENG 111	ENG 112	Math/SCI Elective	Math/SCI Elective
Lab Science Elective	Lab Science Elective	Math/SCI Elective	Math/SCI Elective
CIS Elective	MAT Elective	History Elective	SOC SCI Elective
MAT 105	INT 102	Literature Elective	REL Elective
PE/Health Elective	ENG 230	Free Elective	Free Elective
INT 102	Humanities Elective		

#### **Associate in Science Degree in Business**

<b>Fall I</b>	<b>Spring I</b>	<b>Fall II</b>	<b>Spring II</b>
ENG 111	ENG 112	ACC 120	ACC 121
MAT 105	History Elective	ECO 201	ECO 202
BUS 131	Soc Sci Elective	BUS 230	MAT 121
CIS Elective	ENG 230	Science Elective	Literature/Fine Art Elective
HEA100/PED 110	REL Elective	BUS Elective	BUS 290
INT 102A	INT 102B		

## ACADEMIC DIVISIONS

### **Division of Humanities**

*Mr. Edwin Neagle, Chair*

The humanities are a vibrant component of human living, in general, and of the learning foundation that is Louisburg College, in particular. In carrying out its purpose, the division supports the College's mission of preparing students for transfer to senior institutions. By teaching courses dealing with issues of personal and social consequences, the division contributes to the College's mission of preparing students "to meet the challenges of living and working in a modern society."

The visual and performing arts open doors of self-expression through the disciplines of art, music, and drama. Artistic curricula and activities stimulate students and members of the community to realize their creative potential and develop an awareness and appreciation of cultural diversity.

Religion and philosophy equip students with a basic knowledge of the Bible, as well as with topics that contribute to their general intellectual and spiritual development and help them recognize the fundamental importance of religion and philosophical inquiry to fulfilled human existence.

Language studies instruct students in how to transmit their ideas clearly, cogently, and coherently in written and oral forms. Courses in composition, literature, and speech challenge students to explore varied cultures and ideas and to analyze and think critically.

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

*Dr. Martha Bragg, Chair*

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

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

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

### **Division of Social Science**

*Mr. Robert Rector, Chair*

The primary purpose of the Division of Social Science is to provide courses in business, computer-related studies, education, government, history, psychology, and sociology that are essential to students wishing to transfer to four-year institutions and/or to fulfill the requirements for two-year college degrees from Louisburg College.

In addition to offering courses for students seeking social science electives, the division offers courses needed by students who wish to meet College requirements in history and social science for the Associate in Arts, Associate in Science in Business, and the Associate in Science degrees, and

The division provides a spectrum of studies that promotes problem-solving communication skills. The division contributes to the overall effectiveness of the general college program by providing opportunities for students to develop as analytical thinkers, to integrate their learning, and to apply their knowledge in ways that are relevant to their lives and careers.

Access to the offerings of the division is provided in a framework of the liberal arts tradition and with close faculty-student rapport. The division supports the College mission by emphasizing the role of the College as a teaching institution that values the individual student. The division also supports the College mission by serving as a resource for the community.

## **Division of Business Studies**

*Ms. Patrice Nealon, Chair*

The business program is designed for students interested in the exciting and challenging world of business. Outstanding employment prospects await the student in many careers including Accounting, Finance, Marketing and International Business. Increasingly, many students decide to 'be their own boss' choosing entrepreneurship as a field of study.

The division supports the College's mission to prepare students by providing a bridge for a successful transition to four year colleges and universities. Program requirements include a strong liberal arts emphasis with a required business core including Accounting, Economics, Statistics and Business electives. Business electives are offered to provide flexibility for individual student interests and professional development.

Students are our primary focus and are active partners in the educational process. To prepare tomorrow's business leaders, the curriculum emphasizes critical thinking, ethical decision making, oral and written communications, teamwork and an appreciation of leadership that incorporates service to others. The faculty strive to infuse student learning with a spirit of enthusiasm, professionalism and the goal of their students to excel.

## **Division of Health and Physical Education:**

*Mr. Michael Holloman, Chair*

The Division of Health and Physical Education endorses a philosophy that the key to health is the quality of one's lifestyle, which has physical, mental, emotional, social, and spiritual aspects. Therefore, the aim of the health and physical education program is to promote health and wellness through the acquisition of skills and knowledge that can be integrated into a holistic lifestyle. Students will gather knowledge of the functions of physical exercise through an understanding of a healthy body, health maintenance, physical exercise and sports fitness. The department also provides instruction that is designed to prepare students to pursue careers in areas such as fitness, recreation, sports medicine, and sports management.

## **Course Descriptions**

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

### ***ACCOUNTING***

#### **ACC 120. ACCOUNTING I**

**4 SHC**

An introductory course in accounting principles and practices that covers analysis and recording of business transactions, the basic accounting cycle, and financial statements that apply to service, merchandise, and manufacturing enterprises. Use of general ledger software complements manual solution of problems. **FA (RI)**

#### **ACC 121. ACCOUNTING II**

**4 SHC**

A continuation of accounting principles and practices relating to proprietorships, with particular attention to partnerships and business corporations. Emphasis is on interpretation and use of accounting data for management decisions. Topics include financial statement analysis, funds statements, cash flow analysis, budgetary and costing systems, cost-volume-profit relationships, break-even and marginal analysis. Use of general ledger software complements manual solution of problems. *Prerequisite: Accounting 120 or permission of the instructor.* **SP (RI)**

### ***ART***

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

**3SHC**

The student's understanding and appreciation of art will be enhanced by familiarity with three areas of art: the language of art (visual elements, principles of design, and style), the nature of the media used in art, and the history of art. Students will discuss how art has enhanced our environment and raised social consciousness across the span

of recorded history. Via slide lecture, video and CD-ROM presentations, students will grow aesthetically into a life-time of the visual arts. **FA, SP**

**ART 133. ART HISTORY 3,SHC**

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

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

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

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

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

**ART 136. CERAMICS-POTTERY 3 SHC**

Exposure to basic techniques which produce functional pottery. A working knowledge of clay, glaze, and kilns will be covered and historical precedents will be studied. Emphasis will be placed on learning how to throw on the potter's wheel in this studio course. **SP**

**ART 137. FOUNDATION-DRAWING 3 SHC**

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

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

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

***ASTRONOMY***

**AST 100. INTRODUCTION TO ASTRONOMY 4 SHC**

An introduction to the history and present state of the astronomical and astrophysical sciences for non-science majors. Topics include astronomy in ancient civilizations, early telescopic astronomy, modern observational astronomy, early theories of the universe, modern astrophysics and models of the universe, and cosmic origins. The course also contains a laboratory section which includes scientific measurements and an introduction to amateur observational astronomy, including observation of constellations and planets. **FA, SP (RI)**

***BIOLOGY***

**BIO 100. ENVIRONMENTAL BIOLOGY 4 SHC**

Presents an ecological approach to humans and their position in the ecosystem, and is supported by basic principles of plant and animal biology. Topics include specific problems in the areas of population, natural resources depletion and pollution. Films, readings, and simulations are used to study these topics. This course consists of 3 hours of lecture and one 2-hour demonstration/recitation period per week. *This course is designed for non-science majors and will not count toward the science requirement for the Associate in Science degree. This course does not fulfill the lab science requirement for graduation.* **(RI)**

**BIO 101. PRINCIPLES OF BIOLOGY 4 SHC**

A study of the basic principles and concepts of living organisms with special emphasis on the structure and functions of cells, energy requirements of organisms, plant and animal diversity, development, evolution and heredity. Open to all students and required for students taking advanced biology courses. The course includes a laboratory section in which students are introduced to basic techniques of laboratory work and experimentation. **FA, SP (RI)**

**BIO 102. BOTANY**

**4 SHC**

A survey of the plant kingdom covering taxonomy, morphology, evolution, genetics, and ecology is presented. This course is geared towards science majors but is open to any student interested in the subject material. The course includes a laboratory section in which students are introduced to basic botanical concepts in the laboratory and in the field. *Prerequisite: Biology 101 with a grade of "C" or higher.* **FA, SP (RI)**

**BIO 103. ZOOLOGY**

**4 SHC**

A survey course of the animal kingdoms. The course will introduce students to the wide diversity of animal life and will examine how these organisms reproduce, acquire and transform energy, and sense and interact with their environment. The course is geared towards science majors but it is open to any student interested in the subject material. The course includes a laboratory section in which students are introduced to basic zoological concepts through dissection, experimentation, and examination of live and preserved specimens. *Prerequisite: Biology 101 with a grade of "C" or higher.* **SP (RI)**

**BIO 104. HUMAN BIOLOGY**

**4 SHC**

A study of the human body, focusing on the structure, functions and common disorders of the major organ systems is presented. The topics of genetics, development and evolution are included. This course consists of 3 hours of lecture and one 3-hour laboratory per week. Not open to students who have successfully completed Biology 205. *This course is designed as a lab science requirement for non-science majors and will not count toward the 20-hour science requirements for the Associate in Science degree. Prerequisite: Biology 101 with a grade of "C" or higher or permission of the instructor. Course offered based upon sufficient demand.* **SP (RI)**

**BIO 201. MICROBIOLOGY**

**4 SHC**

A study of microorganisms emphasizing the principles and techniques of bacteriology with reference to virology, protozoology, physiology and mycology. The laboratory section encompasses basic microbiology research techniques such as microscopy, aseptic technique, microbial cultures, media preparation, visualizing bacteria, and biochemical means of identifying microorganisms. Students also learn how to sterilize solutions, workspaces, and contaminated materials. *Prerequisite: Biology 101 with a grade of "C" or higher, Chemistry 101 or permission of instructor.* **(RI)**

**BIO 202. FIELD BIOLOGY**

**4 SHC**

A study of plants and animals in their natural habitats with emphasis on habitats, collection, identification, and ecological relationships. Field work emphasizes flora and fauna of the Piedmont, but field trips to the North Carolina Mountains and the Coastal Plain are included. Particular attention is paid to field techniques and to identification of plants and animals by use of keys. *Prerequisite: Biology 101 (Biology 102 and/or 103 recommended but not required.) Course offered based upon sufficient demand.* **(RI)**

**BIO 205. HUMAN ANATOMY AND PHYSIOLOGY I**

**4 SHC**

A study of the structure and functions of the human body from the molecular, cellular, and tissue levels or organization. The integumentary, skeletal, muscular, digestive and endocrine systems are covered. The course includes a laboratory section in which students are introduced to basic concepts in human anatomy through dissection and examination of live and preserved specimens. *Prerequisite: Biology 101 with a grade of "C" or higher and either Chemistry 101, 105, or its equivalent or permission of instructor.* **FA (RI)**

**BIO 206. HUMAN ANATOMY AND PHYSIOLOGY II**

**4 SHC**

A study of the structure and functions of the human body including nervous, circulatory, respiratory, excretory and reproductive systems. The course includes a laboratory section in which students are introduced to basic concepts in human physiology through experimentation and examination of live and preserved specimens. *Prerequisite: A Grade of "C" or higher in Biology 205 or its equivalent.* **SP (RI)**

**BIO 209. MOLECULAR BIOLOGY AND GENETICS** 4SHC  
Principles of inheritance, structure and function of nucleic acids, gene expression, and genetic engineering. Three lecture hours and three laboratory hours per week. *Prerequisite: Biology 101 with a grade of "C" or higher.* **SP**

**BIO 210. INDEPENDENT STUDY** 1-4 SHC  
Independent laboratory, field, and library investigation carried out under the supervision of the biology staff. *Prerequisite: Biology 101 with a grade of "C" or higher, sophomore standing and permission of the biology staff.*

## **BUSINESS**

**BUS 131. INTRODUCTION TO BUSINESS** 3 SHC  
A survey course providing the student an introduction and solid foundation in the core disciplines of business—including finance, marketing, management, and human resources. An understanding of the core disciplines and their relations to one another will contribute to student success in the specified higher level business courses. Students enrolled in these courses will be challenged to integrate course specific knowledge through appreciative inquiry, application, and active learning. **FA, SP**

**BUS 210. INDEPENDENT STUDY** 1-3 SHC  
A directed individual study course designed to permit students opportunity for examining special topics through research, special projects, and reading. *Prerequisite: Dependent upon topic.*

**BUS 230. BUSINESS COMMUNICATION** 3 SHC  
A study of the principles and applications of good written and oral communications. This course is designed to develop critical writing and communication skills by providing instruction and practice in effective human relations and in preparing business letters, memoranda, reports, resumes and various employment search messages, and other organizational documents. *Prerequisite: English 111 or permission of instructor.* **SP**

**BUS 243. BUSINESS LAW** 3 SHC  
A study of the legal practices and principles applied to contracts, sales, product liability, government regulations of business, business torts and crimes, bailments, negotiable instruments, partnerships, corporations, and insurance. **FA, SP**

**BUS 261. MARKETING** 3 SHC  
A course designed to introduce the student to the basic concepts, practices, and analytic techniques of marketing. The survey will include market decision making, buyer behavior, channels of distribution, marketing research, and international marketing. *Prerequisite: Business 131* **FA, SP**

**BUS 271. PRINCIPLES OF MANAGEMENT** 3 SHC  
An introduction to management principles, practices, and research. The topics are approached through the management function/process framework. Extensive examinations of domestic and international cases and examples are included. A computerized competitive management simulation is used with participation lasting for the duration of the course. *Prerequisite: Business 131* **FA (RI)**

**BUS 272. HUMAN RESOURCE MANAGEMENT** 3 SHC  
A course designed to study the theories and practices that relate to personnel administration, management-labor relations; employee selection, training, rating, promotion, discharge, hours of work, and methods of payment; handling of personnel problems; policies with regard to affirmative action programs; and international human relations management. *Prerequisite: Business 131. Course offered based upon sufficient demand.*

**BUS 282. PERSONAL FINANCE** 3 SHC  
An introduction to personal finance. Topics include household budgeting, banking services, insurance, income taxes, consumer credit, and time value of money. Emphasis will be placed on helping students understand and make decisions about buying health and life insurance, buying versus renting a home, car buying decisions, creating a budget, investment planning and managing personal income. *Pre/Co-requisite: MAT 103* **SP**

**BUS 290. PROFESSIONAL DEVELOPMENT****1SHC**

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

**CHEMISTRY****CHM 101. GENERAL CHEMISTRY I****4 SHC**

An introductory course covering fundamental concepts: atomic and molecular theory, chemical bonding, classification by Periodic Law, chemical reactions and stoichiometry. This course includes a 3-hour laboratory session where critical thinking and basic laboratory skills are emphasized. *Prerequisite or corequisite: Math 105 or equivalent.* **FA (RI)**

**CHM 103. GENERAL CHEMISTRY II****4 SHC**

A continuation of Chemistry 101. The course includes quantitative stoichiometry, chemical equilibrium, acid-base reactions, and electrochemistry. This course includes a 3-hour laboratory session where critical thinking and basic laboratory skills are emphasized. *Prerequisite: Chemistry 101 with at least a "C", scoring 70% or above on the ACS test, or permission of the instructor.* **SP (RI)**

**CHM 105. CHEMISTRY OF LIFE I****4 SHC**

An introduction to general, organic and biochemistry. This is a survey course focusing on general inorganic chemistry. Topics covered include stoichiometry, equilibria, kinetics, acids and bases, and phases of matter. The course includes a 3-hour laboratory session where critical thinking and basic laboratory skills are emphasized. *This course is not offered to students who have completed Chemistry 101.* **FA (RI)**

**CHM 106. CHEMISTRY OF LIFE II****4 SHC**

A survey course focusing on organic and biochemistry. Topics covered include nomenclature, mechanisms, classes of compounds, metabolism, enzymes, and body fluids. The course includes a 3-hour laboratory session where critical thinking and basic laboratory skills are emphasized. *Prerequisite: Chemistry 105 with at least a "C", scoring 70% or above on the ACS standardized test, or permission of the instructor.* **SP (RI)**

**CHM 201. ORGANIC CHEMISTRY****4 SHC**

The essential principles and reactions of organic compounds with interpretation through electronic structures and reaction mechanisms are covered. Topics include electronic structure, stereochemistry, nomenclature, and reaction mechanisms of alkanes, alkenes, alkynes, alcohols, ethers, aldehydes, ketones, alkyl halides, and aromatic molecules. The 3-hour laboratory component involves instruction in experimental techniques of modern organic chemistry emphasizing stereochemical modeling, chemical separations, and reactions of alkanes, alkenes, and aromatic compounds. *Prerequisite: Chemistry 103 with a "C" or higher or permission of the instructor.* **FA (RI)**

**CHM 202. ORGANIC CHEMISTRY II****4 SHC**

A continuation of Chemistry 201. Topics include structure and reactions of alkyl halides, alcohols, ethers, carboxylic acids, aldehydes, ketones, aromatic compounds, and amines; introduction to the chemistry of heterocycles, carbohydrates, and amino acids; nomenclature of organic compounds; synthesis; and reaction techniques. The 3-hour laboratory component involves instruction in experimental techniques of modern organic chemistry emphasizing multi-step syntheses, unknown identification, and reactions involving alcohols, ketones, aromatic compounds, carboxylic acids, and their derivatives. *Prerequisite: Chemistry 201 with a "C" or higher or permission of the instructor.* **SP (RI)**

**COMPUTER INFORMATION SYSTEMS****CIS 100. INTRODUCTION TO COMPUTERS AND THEIR APPLICATIONS 3 SHC**

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

**CIS 103. COMPUTER-BASED INFORMATION PROCESSING 3 SHC**

A study of the fundamentals of computerized information processing in an organizational environment. Topics include data representation and organization, database structures, networks, telecommunications, operating system functions, function and architecture of computer hardware and software technologies, and programming languages. Instruction includes supervised structured laboratory exercises using a major relational database management system. **SP (RI)**

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

This course introduces Internet navigational tools and services and World Wide Web examining strategies. Topics include using internet protocols, browsers, search engines, web page creation, file compression/decompression, e-mail, and other related topics. A variety of issues are addressed, such as privacy, security, usability, accessibility, and copyright. Upon completion, students should be able to use e-mail, evaluate web sites, and code simple web pages using HTML, find and use various internet resources, and retrieve and decompress files. **FA, SP**

**CIS 203. DESKTOP PUBLISHING 3 SHC**

Designed to instruct students in word-processing concepts and practical applications of one of the most popular word-processing software programs available today - WordPerfect. Word-processing will provide personal use and computer literacy for General College Transfer Students and will help prepare business students for the emerging information age and global marketplace and the automated business office. Most of the features of WordPerfect will be studied - beginning with document preparation and continuing Desktop Publishing through the use of graphics and fonts. *Prerequisite: Keyboarding skills.* **SP**

**DRAMA**

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

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

**DRA 102. ACTING I 3 SHC**

An introduction to college dramatics. The early part of the course consists of classroom lectures on such aspects of theater as: stage terminology, play interpretation, character analysis, character development and self-discipline. The latter part of the course consists of using the lecture material in a practical sense through classroom skits and improvisations. **FA**

**DRA 103. ACTING II (Film Acting) 3 SHC**

The study of the skills and techniques of film acting used in television and movies. Students will learn through the implementation of monologues, scene presentation and improvisations. All class exercises are videotaped. **SP**

**DRA 121. INTRODUCTION TO STAGECRAFT 3 SHC**

The study of fundamentals of theater technology, including construction of basic set pieces, techniques of stage decoration, lighting, projection, and construction of stage properties, and basic drafting techniques and design principles. **SP**

**DRA 132. INTRODUCTION TO DRAMA 3 SHC**

The study and analysis of plays from the Greek era to the present. Major emphasis is placed on such playwrights as Aeschylus, William Shakespeare, Tennessee Williams and Arthur Miller. **FA**

**DRA 133. INTRODUCTION TO MUSICAL THEATER 3 SHC**

A lecture course which traces the origins and development of the musical theater in America. From the early amateur entertainment of the colonists through the multi-million dollar modern professional musicals, the devolvement of America's musical traditions and innovations are examined. *Course offered based upon sufficient demand.*

**DRA 134. SET AND COSTUME DESIGN 3 SHC**

The study of the basic elements of designing settings and costumes for theatrical stage production. These elements include styles of design, history of scenic design, history of clothing styles, planning a stage design layout, basic costume construction techniques, and rendering techniques for illustrating designs.

**DRA 210. INDEPENDENT STUDY**

**1-3 SHC**

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

**ECONOMICS**

**ECO 101. GENERAL ECONOMICS**

**3 SHC**

An introductory course to the concepts of microeconomics and macroeconomics as applied to consumer decisions. Topics include financial planning, home financing, credit, insurance, investments, retirement planning, and information gathering. The relationship and the effects of macroeconomics or national policies on individual consumers are examined. **FA**

**ECO 201. PRINCIPLES OF ECONOMICS (MICROECONOMICS)**

**3 SHC**

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

**ECO 202. PRINCIPLES OF ECONOMICS (MACROECONOMICS)**

**3 SHC**

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

**EDUCATION**

**EDU 116. INTRODUCTION TO EDUCATION**

**4 SHC**

Acquaints students with the general field of education and helps them decide for which educational field they are best suited. Topics treated include the historical, social and philosophical development of American education; the applications of learning theory to educational systems and structures; and educational finance and educational evaluation. Field experiences in public school settings are required. Open only to second semester sophomore students or by permission of the instructor. *Corequisite: Psychology 201.* **FA**

**ENGLISH**

**ENG 097. READING AND CRITICAL THINKING WORKSHOP**

**3 SHC**

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

**ENG 098. DEVELOPMENTAL WRITING**

**3 SHC**

Review and concentrated drill in English fundamentals with particular attention to grammar and parts of speech, spelling, punctuation, capitalization, and vocabulary. The main objective is to equip the student with the skills necessary to succeed with the first college level course, English Composition 111. Writing assignments are frequent

but short. Attention is also given to arrangement development and of thoughts in written form. *This course does not count towards graduation requirements.* **FA, SP**

**ENG 110. INTRODUCTION TO COMMUNICATION 3 SHC**

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

**ENG 111. EXPOSITORY WRITING 3 SHC**

The required first course in a series of two designed to develop the ability to produce clear expository prose. Emphasis is placed on the writing process including audience analysis, topic selection, thesis support and development, editing, and revision. Upon completion, students should be able to produce unified, coherent, well-developed essays using standard written English. Students must earn a grade of “C” or better to exit this class. *Prerequisite: Appropriate Placement Test scores or successful completion of appropriate developmental writing courses.* **FA, SP**

**ENG 112. ARGUMENT-BASED WRITING & RESEARCH 3 SHC**

The second in a series of two courses. This course introduces research techniques, documentation, styles, and argumentative strategies. Emphasis is placed on analyzing information and ideas and incorporating research findings into documented argumentative essays and research projects. Upon completion, students should be able to summarize, paraphrase, interpret, and synthesize information from primary and secondary sources using standard research format and style. Students must earn a grade of “C” or better to exit this class. *Prerequisite: A grade of “C” or better in English 111.* **FA, SP (RI)**

**ENG 120. INTERPERSONAL COMMUNICATION 3 SHC**

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

**ENG 131. INTRODUCTION TO LITERATURE 3 SHC**

Introduces the principal genres of literature. Emphasis is placed on literary terminology, devices, structure, and interpretation. Upon completion, students should be able to analyze and respond to literature. *Prerequisite: A grade of “C” or better in English 111.* **FA, SP (RI)**

**ENG 153. INTRODUCTION TO JOURNALISM 1, 2 SHC**

A study of various aspects of journalism. Students become acquainted with assignment practices, reporting techniques, design and layout, proofreading, photography, deadlines, and journalistic ethics and responsibilities. Class members compose the staffs of student publications. NOTE: Three semester hours of credit is received at the conclusion of the year. This course counts as a Humanities or free elective. *Prerequisite: English 111 or permission of the instructor.*

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

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

**ENG 215-216. WORLD LITERATURE 3,3 SHC**

Important works of European literature from Homer to Solzhenitsyn are read in translation; emphasis is placed on the contribution of these to modern thought. In addition, selections from the literary wealth of Iran, India, China, Japan, and elsewhere are included. Both semesters or either semester may be elected. *Prerequisite: Grades of C or better in English 111 and 112. Course offered based upon sufficient demand.* **(RI)**

**ENG 221-222. ENGLISH LITERATURE 3,3 SHC**

General survey with emphasis upon selected major authors and works in the light of the historical background and the development of literary types and artistic effects with consideration of literature as an expression of the thoughts, ideals, and life of the writers and the periods. A limited amount of critical and research writing parallels the subject matter. *Prerequisite: Grades of "C" or better in English 111 and 112.* **FA, SP (RI)**

**ENG 226. THE SHORT STORY 3 SHC**

A study of the short story as a genre, emphasizing several of its elements. Students also study its development, focusing especially on the contributions of American writers. In addition to critical writing which parallels the subject matter, students write an original short story. *Prerequisite: Grades of "C" or better in English 111 and 112.* **FA, SP (RI)**

**ENG 230. PUBLIC SPEAKING 3 SHC**

Oral communication, listening skills, conversation and discussion techniques, principles of semantics, guided practice in informal and formal speaking. Special emphasis on speech as a way of improving human relations and critical thinking. Students must earn a grade of "C" or better to exit this class. *Prerequisite: A grade of "C" or better in English 111.* **FA, SP, SU**

**ENG 231-232. AMERICAN LITERATURE 3,3 SHC**

General survey, including a study of the major writers and their works with attention to American social and political history as reflected in the literature. Consideration of phases of literary development in America and of the aims and literary theories of the authors is included. A limited amount of critical and research writing parallels the subject matter. *Prerequisite: Grades of "C" or better in English 111 and 112.* **FA, SP (RI)**

**ENG 236. AFRICAN-AMERICAN LITERATURE 3 SHC**

This course provides a survey of the development of African-American literature from its beginnings to the present. Emphasis is placed on historical and cultural context, themes, literary traditions, and backgrounds of the authors. Upon completion, students should be able to interpret, analyze, and respond to selected texts. *Prerequisite: Grades of "C" or better in English 111 and 112.*

**ENG 237. TWENTIETH CENTURY AMERICAN AND BRITISH POETRY. 3 SHC**

A survey course in modern American and British poetry with emphasis on selected poets from the two distinct periods of twentieth century literature. First, the major "modern" writers: Yeats, Pound, Eliot, Frost, Stevens, Cummings, Williams and Auden. Second, the poets who have had the most impact since World War II: Lowell, Berryman, Merwin, Roethke, Dickey, Thomas, Larkin, Hughes, Bukowski. The course is supplemented by readings in the form of theory and poetry with a limited number of critical papers and explications of poems. *Prerequisites: Grades of "C" or better in English 111 and 112. Course offered based upon sufficient demand.* **(RI)**

**ENG 238. TWENTIETH CENTURY AMERICAN AND BRITISH FICTION 3 SHC**

A survey course of the modern and contemporary novel, with some short fiction; parallel reading in literary criticism and history; writing assignments and reports on assigned and independent reading with attention to fictional elements of style, theme, structure, and point of view. *Prerequisite: Grade of "C" or better in English 111 and 112. Course offered based upon sufficient demand.* **(RI)**

**ENG 239. FILM LITERATURE 3 SHC**

Survey of film history and genres with emphasis on film techniques and film syntax and rhetoric - to be accomplished through film viewing and readings and to include early beginnings, the Silent Era, the comedians, the coming of sound, significant directors, war and post-war films, and recent and current offerings. A consideration of film as an art form with attention to film classics is covered. Emphasis will be on developing critical criteria to enhance enjoyment and appreciation. *Prerequisite: Grades of "C" or better in English 111 and 112. Course offered based upon sufficient demand.* **(RI)**

**ENG 241. CREATIVE WRITING 3 SHC**

An introductory course in the writing of imaginative literature, specifically poetry and fiction. Some contemporary writers are read and discussed; however, the major emphasis is on the students' works, which are read and discussed in class weekly. *Prerequisite: A grade of "C" or better in English 111.* **FA**

**ENG 253-Intermediate Journalism****1, 2 SHC**

A continuation of Introduction to Journalism with students assuming primary responsibility for production of the college newsmagazine. Note: Three semester hours of credit is received at the conclusion of the year. This course counts as a Humanities or free elective. *Prerequisite: ENG 153.*

**GEOGRAPHY****GEO 111. WORLD REGIONAL GEOGRAPHY****3 SHC**

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

**HEALTH****HEA 100. HEALTH****3 SHC**

A study of what constitutes health and wellness and how one might obtain optimal health and wellness. A study of current health problems, including drug use and abuse, chronic and degenerative disease, and environmental health hazards. **(RI)**

**HED 282. INJURIES, FIRST AID, AND CPR****3 SHC**

A course designed to provide instruction in the prevention and treatment of movement injuries. Course material includes an introduction to athletic training, the fundamentals of injury prevention and evaluation, and the management of the most common dance and sport-related conditions. Practical hours give students the opportunity to work with a certified athletic trainer in the field.

**HISTORY****HIS 101. WESTERN CIVILIZATION FROM 1300 TO 1815.****3 SHC**

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

**HIS 102. WESTERN CIVILIZATION SINCE 1815****3 SHC**

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

**HIS 111. AMERICAN HISTORY TO 1865****3 SHC**

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

**HIS 112. AMERICAN HISTORY SINCE 1865****3 SHC**

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

**HIS 141. GENEALOGY AND LOCAL HISTORY****3 SHC**

This course explores the role of local and family historians. Emphasis is placed on historical and genealogical research techniques, including a survey of local, state, and national repositories. Students will be prepared to conduct genealogical and local history research and to complete major research projects in local or family history.

Emphasis will be on North Carolina research. This course is suggested for history pre-majors and other interested students. (This course transfers as an elective within the university system.) *Prerequisite: English 111.*

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

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

**HIS 221. NORTH CAROLINA HISTORY** **3 or 4 SHC**

A survey of North Carolina history from its beginning to the present. This course highlights the key trends and personalities in state politics, economy, and society. Events are placed in southern and national perspective, with specific communities as case studies. A variety of primary sources are used. To receive four hours credit, a student must also be enrolled in History 222. **SP (RI)**

**HIS 222. INTRODUCTION TO HISTORICAL RESEARCH** **1 SHC**

A course designed to augment the student's skills in research and writing. Instruction is provided in research methodology, use of libraries and other repositories, use of primary and secondary sources, and the stages involved in the process of writing a research paper. Students will select a North Carolina research topic from the areas of state, local, family, or Louisburg College history. *Prerequisite: English 112 or permission of the instructor.* **SP (RI)**

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

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

***HUMANITIES***

**HUM 180.** **1 SHC**

A course designed to encourage student attendance at cultural events on the Louisburg College campus. These events involve the disciplines of art, music, drama, lecture, dance and film. Attendance at approximately 13 to 15 events is required per semester. The attendance requirements will vary each semester as the number and types of events vary. The course may be taken more than once but does not fulfill the three-hour Fine Arts graduation requirements. **FA, SP**

***LEADERSHIP***

**LDR 101. PRINCIPLES OF LEADERSHIP I** **3 SHC**

The purpose of this introductory course is to enable students to learn about leadership competencies, to explore practical applications of leadership through participatory classroom exercises and interviewing community leaders, and to identify and develop their current leadership skills. Among the topics covered are: individual and team skills improvement, conflict resolution and problem solving, team building, and development of action plans to resolve individual, work, and community problems.

***MATHEMATICS***

**MAT 099. ELEMENTARY ALGEBRA** **3 SHC**

Designed to prepare a student for college-level courses in mathematics. Topics include properties of the real number system, arithmetical operations, algebraic expressions, products and factors, linear and quadratic equations, operations with square roots, and applications to physical problems. This course may be a required prerequisite but does not count towards graduation requirements. **FA, SP**

**MAT 103. INTERMEDIATE ALGEBRA****3 SHC**

The course includes the real number system and algebraic manipulations. Algebraic topics include functions, graphs, exponents, radicals, factors, algebraic functions, linear equations, inequalities, and quadratic equations. Completion of the course will allow the student to continue with such courses as MAT 104, MAT 105, and MAT 121. *MAT 103 does not satisfy the Associate in Science mathematics requirement. Prerequisite: High school Algebra I, or Algebra IA and IB, or equivalent, and mathematics placement test score as designated by the Mathematics Department; or a grade of "C" or higher in MAT 099.* **FA, SP**

**MAT 104. FINITE MATHEMATICS****3 SHC**

A survey of several topics relevant to the general education of the student. The topics include linear mathematical models, linear programming, set theory, permutations and combinations, probability concepts, statistic, probability distributions, compound interest, and annuities. *Prerequisite: MAT 103 with a grade of "C" or higher or equivalent.* **SP**

**MAT 105. COLLEGE ALGEBRA****3 SHC**

A review of intermediate algebra, properties of the complex number system, equations and inequalities, functions and graphs including those of polynomial functions, systems of equations, matrices and determinants. *Prerequisite: High school Algebra I and II, or their equivalent, and a mathematics placement test score as designated by the Mathematics Department; or grade of "C" or higher in MAT 103.* **FA, SP**

**MAT 109. PRECALCULUS ALGEBRA****3 SHC**

A rigorous functional approach to topics necessary for calculus, chemistry, and physics. These topics will include polynomial and rational functions, logarithmic and exponential functions, conics, and linear and non-linear systems. This course will provide the student with the opportunity to develop the mathematical maturity necessary for the calculus. *Prerequisite: High school Algebra I, II, and an advanced mathematics course, and a mathematics placement test score as designated by the Mathematics Department; or a grade of "C" or higher in MAT 105.*

**MAT 110. TRIGONOMETRY****3 SHC**

A study of the trigonometric functions and graphs, identities, inverse functions, and trigonometric equations, with an introduction to polar coordinates. Emphasis will be placed on the use of circular functions and radian measure. Applications of the trigonometric functions will provide understanding of the concepts. *Prerequisite: High school Algebra I and II and Geometry, or their equivalent, and a mathematics placement test score as designated by the Mathematics Department; or a grade of "C" or higher in MAT 105.* **FA, SP**

**MAT 111. PRECALCULUS ALGEBRA AND TRIGONOMETRY****4 SHC**

This course is designed for first-year students as a one-semester review for calculus. An integrated treatment of algebra and trigonometry. The course includes algebraic and trigonometric functions, exponential and logarithmic functions, inequalities, and elementary analytic geometry. Credit cannot be received for both MAT 109 and MAT 111 or MAT 110 and MAT 111. *Prerequisite: High school Algebra I and II, Geometry, and an advanced high school mathematics course which includes trigonometry and a placement test score designated by the Mathematics Department.* **(FA)**

**MAT 121. INTRODUCTION TO PROBABILITY AND STATISTICS****3 SHC**

Emphasis on comprehension and application of the basic concepts of probability and statistics. Emphasis will include basic elements of probability, the binomial and normal distributions, sampling theory, descriptive statistics, and statistical inference. The course is designed to satisfy a basic requirement for students in various disciplines: physical, biological, and health sciences, as well as mathematics, business and engineering. *Prerequisite: Mathematics 103 or 105 or permission of the Mathematics Department.* **SP**

**MAT 201. CALCULUS AND ANALYTICAL GEOMETRY I****4 SHC**

Plane analytic geometry and calculus of one variable. Includes functions, graphing, limits, continuity, derivatives of algebraic functions, applications of extrema, antidifferentiation, the Fundamental Theorem of Calculus, and applications of the definite integral. *Prerequisite: MAT 109, MAT 111, equivalent course, or a placement test score designated by the Mathematics Department.* **(FA, SP)**

**MAT 202. CALCULUS AND ANALYTIC GEOMETRY II****4 SHC**

Includes transcendental functions, the calculus of inverse functions, techniques of integration, sequences, convergence of infinite series, functions in polar coordinates, parametric equations, conic sections, indeterminate limit forms, and ordinary differential equations. *Prerequisite: MAT 201 and either MAT 110 or MAT 111 or equivalent. (FA, SP)*

**MAT 203. CALCULUS AND ANALYTIC GEOMETRY III 4 SHC**

Includes analytic geometry of three dimensional space, differential calculus of multivariable functions, vectors in space, vectors in plane, applications of partial derivatives, line and surface integrals, and multiple integration. *Prerequisite: MAT 202 or equivalent. (SP)*

**MAT 210. INDEPENDENT STUDY 2-4 SHC**

Independent study in specialized mathematics subjects under the supervision of mathematics staff. Course design, goals, content and requirements vary with the project attempted. The purpose is to provide exceptional mathematics students the opportunity for an in-depth supervised study of a subject area not covered in the structured mathematics courses offered.

**MAT 280. LINEAR ALGEBRA 3 SHC**

Provides topics used to formulate models and to solve and interpret solutions using an algorithmic approach. Topics include linear algebra, linear programming, simplex method, sets and counting, probability, mathematics of finance, and logic. Upon completion, students should be able to demonstrate both an understanding of the theoretical concepts of finite mathematics and the ability to solve related problems. *Prerequisite: MAT 201 with a grade of "C" or higher. (FA, SP)*

**MAT 285. INTRODUCTION TO DIFFERENTIAL EQUATIONS 3 SHC**

First order differential equations with applications, second order linear differential equations with applications in mathematics and other areas of elementary matrix algebra, systems of linear equations and applications; Laplace transforms; Fourier series. *Prerequisite: MAT 202 with a grade of "C" or higher. (FA, SP)*

**MILITARY SCIENCE AND LEADERSHIP**

**MSL 101. LEADERSHIP AND PERSONAL DEVELOPMENT 1 SHC**

The course introduces students to the personal challenges and competencies that are critical for effective leadership. Instructors explain and illustrate how the personal development of life skills such as critical thinking, goal setting, time management, physical fitness, and stress management relate to leadership, officership, the Army profession, and daily life. Leadership principles within the current context of a university are emphasized. Application is also made to leadership in military and civilian settings that include government, corporate, and non-profit organizations.

**MSL 102. INTRODUCTION TO TACTICAL LEADERSHIP 1SHC**

This course overviews leadership fundamentals such as setting direction, problem-solving, listening, presenting briefs, providing feedback, and using effective writing skills. Students explore dimensions of leadership values, attributes, skills, and actions in the context of practical, hands-on, and interactive exercises. Students apply learning to their immediate university context as well as to a variety of military, government, corporate, and non-profit situations.

**MSL 201. INNOVATIVE TEAM LEADERSHIP 1SHC**

The course explores the dimensions of creative and innovative tactical leadership strategies and styles by examining team dynamics and two historical leadership theories that form the basis of much of modern leadership frameworks (trait and behavior theories). Students practice aspects of personal motivation and team building in the context of planning, executing, and assessing team exercises and participating in leadership labs. Students study historical leaders from a variety of backgrounds, Lincoln, Grant, and Lee to Gandhi, Kennedy, and Mother Theresa.

**MSL 202. FOUNDATIONS OF TACTICAL LEADERSHIP 1SHC**

The course examines the challenges of leading tactical teams in complex contemporary operating environments. Instructors highlight dimensions of course of action analysis, the execution of orders, and the achievement of mission. Students develop greater self awareness as they assess their own leadership styles and practice

communication and team building skills while studying the theoretical basis of situational and contingent leadership. Students analyze recent and historical military case studies to gain insight into the importance and practice of teamwork and tactics in real world scenarios. Parallels are drawn to the competitive and cross-cultural environments of most modern corporations.

## **MUSIC**

### **MUS 101-102. MUSIC THEORY**

**3,3 SHC**

Courses that provide some understanding of the way music works and prepares the student for advanced studies of music theory and history necessary for a degree in music. The objectives of each course include establishing a basic foundation of chords, part-writing, and analysis. Courses must be taken sequentially. *Prerequisites: Permission of the instructor required. Course offered based upon sufficient demand by special arrangement with the instructor.*

### **MUS 111-112; 211-212. CHORALE**

**1,1,1,1 SHC**

Choral singing for mixed voices. Sacred and secular music. One major concert is given each semester. Attendance at events in which the chorale performs is required. *Prerequisite: Permission of the instructor. FA, SP*

### **MUS 121-122; 227-228. ENSEMBLE.**

**1,1,1,1 SHC**

Chamber choral ensemble, selected by audition, which performs sacred and secular chamber choral music ranging from Renaissance madrigals to contemporary pieces, as well as Latin, German, and French masterpieces. The Ensemble presents a variety of public performances, on and off campus. *Co-requisite: Chorale. Permission of instructor. FA, SP*

### **MUS 131-132; 231-232. PIANO**

**1-2 SHC**

Major and minor scales, arpeggios, hands together. Pieces by standard classic and modern composers, etudes, Bach inventions, sonatinas, and sonatas are selected for study according to individual's ability and interest. Participation in student recitals whenever required. Students may also take beginning piano lessons. *Permission of instructor. FA, SP*

### **MUS 140. VOICE CLASS**

**1 SHC**

Voice lessons given in small groups. Students learn fundamental techniques, including breathing, relaxation, and voice conservation. Repertory will be chosen by instructor.

### **MUS 141-142; 241-242. VOICE**

**1-2 SHC**

The techniques of voice production in singing: breathing, resonance, diction, interpretation, developing technique and style. Folk and art songs, sacred songs, classic and modern vocal literature are studied. Italian, French, and German songs are selected according to the student's ability and need. Participation in student recitals whenever required. *Corequisite: Chorale. Permission of instructor. FA, SP*

### **MUS 151. MUSIC APPRECIATION**

**3 SHC**

A study of Western music from the Middle Ages to the present day. Course exposes students to trends in music that are similar throughout this entire period. Emphasis on history, repertory, composers, performance practice, and socio-political influences on music. **FA, SP**

### **MUS 160/260. BEGINNING/INTERMEDIATE PERCUSSION 1 SHC**

The art of percussion: To learn rolls, strikes, duration, notes, and not values. Emphasis will be placed on familiarizing the student with the basic fundamentals and monumental works from the standard literature. This course is designed specifically to teach rudimental percussion general education requirements. It is open to all college students.

### **MUS 170/270. INTERMEDIATE/ADVANCED WINDS**

**1SHC**

The art of winds: Flute/piccolo, clarinets, saxophones, mellophones, trumpets, trombones, baritone/euphonium, sousaphone. A survey of music literature and fundamentals playing. Emphasis will be placed on familiarizing the student with fundamental works from the standard literature. Students will learn to recognize simple and complex

rhythms, notes, and general language. This course is designed specifically to further develop students' abilities in the playing of the woodwinds and brass winds instruments.

**MUS 180/280. PEP BAND**

**2 SHC**

A survey of music literature of the 20<sup>th</sup> and 21<sup>st</sup> centuries. Emphasis will be placed on performance and familiarizing the student with works of standard and contemporary literature. The course is designed specifically to enhance college events with performances during basketball games, pep rallies, and other college functions.

**MUS 210. INDEPENDENT STUDY**

**1-3 SHC**

Independent study in specialized music subjects as discussed in advance between the instructor and student. Such offerings might include: Music Theory/Harmony/Ear-Training covering harmonic analysis, part-writing from a given bass or treble line (rules of voice-leading), and sight-singing from the Common Practice (Classical and early Romantic) period. Successive semesters might follow this description beginning with the chromaticists in the 1860s through Impressionistic works and atonal analysis. Other private study available in Composition, Elementary School Education, Conducting, and Organ.

***PHILOSOPHY***

**PHI 112. INTRODUCTION TO PHILOSOPHY**

**3 SHC**

An examination of the basic fields, problems, and concepts of philosophy. Emphasis is given to vocabulary and basic ideas of selected philosophers, ancient and modern. **FA, SP (RI)**

**PHI 114. INTRODUCTION TO ETHICS**

**3 SHC**

A study of ethical theories, both classical and modern, philosophical and religious. The relation of ethical theory to certain issues of contemporary concern will be examined. **FA, SP (RI)**

***PHYSICAL EDUCATION***

**PED 100. TEAM SPORTS**

**1 SHC**

102-Beginning Basketball, 103-Intermediate Basketball, 104-Softball, 105-Volleyball, 106-Soccer, 107-Ultimate Frisbee.

**PED 110. FITNESS/WELLNESS**

**2 SHC**

This course will provide the necessary guidelines to implement a lifetime exercise and healthy lifestyle program so one can stay healthy and realize the highest potential for well-being. It will also provide the student with a physical activity where these guidelines may be practiced.

**PED 200. INDIVIDUAL AND DUAL SPORTS**

**1 SHC**

201-Beginning Badminton, 202-Beginning Tennis, 203-Intermediate Tennis, 204-Archery, 205-Table Tennis/Pool, 206-Intermediate Badminton, 207-Fitness Education, 208-Weight Training, 210-Beginning Snow Skiing, 211-Modern Jazz, 212-Aerobics, 213-Beginning Hiking and Backpacking, 214-Intermediate Hiking and Backpacking, 215-Advanced Hiking and Backpacking, 216-Cross Country, 217-Conditioning and Fitness, 218-Fitness Walking, 219-Advanced Fitness Walking, 220-Isometrics/Isotonic Exercise, 223-Intermediate Snow Skiing, 225-Beginning Golf, 226-Intermediate Golf

**PED 271. SPORTS MEDICINE/ATHLETIC TRAINING I**

**3 SHC**

This is an introductory course designed to teach the fundamentals of sports medicine/athletics training. Included is the history (past and present) of athletics training as well as the classification, prevention, recognition and the rehabilitation of athletics injuries at the beginning level. **FA**

**PED 272. SPORTS MEDICINE/ATHLETIC TRAINING II**

**3 SHC**

This is an advanced athletics training class designed to expand the student's knowledge in anatomy, prevention, and rehabilitation of athletics injuries; with special attention given toward the recognition of athletics injuries.  
*Prerequisite: PED 271 SP*

**PED 280. FIRST AID/CPR**

**1 SHC**

This course will cover in detail many of the illnesses and injuries which require emergency first aid and care. At the same time, it meets the requirements for the American Heart Association's standard First Aid and CPR Certification.

**PED 291. ATHLETICS TRAINING/PRACTICUM I**

**1 SHC**

The practicum is designed to introduce many of the taping and wrapping skills involved in the field of athletics training. The student must also show competence in various basic skills that accompany the field athletics training. The student will complete a minimum of 100 to a maximum of 250 hours, with supervision in the athletics training room and environment. *Pre or co-requisite: PED 272. FA*

**PED 292. ATHLETICS TRAINING/PRACTICUM II**

**1 SHC**

Practicum II involves advanced athletics training responsibilities. This includes advanced taping procedures, physical therapy duties, usage of modalities, as well as handling the responsibility for an intercollegiate athletics team. Organizational and administrative duties are also introduced at this stage. *Prerequisite: PED 291. SP*

**PHYSICS**

**PHY 100. PHYSICAL SCIENCE**

**4 SHC**

An introduction to several areas of physical science for non-science majors. Topics include motion, Newton's laws, heat, optics, chemistry, earth science, and geology. This course includes a laboratory component where measurements, calculations and graphing will be used to demonstrate various principles of physical science.  
*Prerequisite: MAT 103 or a higher-level mathematics course.*

**PHY 201. COLLEGE PHYSICS I**

**4 SHC**

The first semester of a two-semester introductory course in non-calculus physics. Algebra, trigonometry, and geometry will be used heavily. Primary emphasis is on physical principles and the development of problem solving ability. Among the topics covered are: mechanics, periodic motion, sound, heat, and thermodynamics. This course includes a 3-hour laboratory session where critical thinking and basic laboratory skills are emphasized.  
*Prerequisites: MAT 110 or 111. FA (RI)*

**PHY 202. COLLEGE PHYSICS II**

**4 SHC**

A continuation of Physics 201. Among the topics covered are: electromagnetism, circuits, optics, and modern physics. This course also includes a 3-hour laboratory session. *Prerequisites: College Physics I. SP (RI)*

**PHY 203. UNIVERSITY PHYSICS I**

**4 SHC**

A vector and calculus-based introductory physics course for pre-engineering students. Primary emphasis is on physical principles and the development of problem-solving ability. The course will cover concepts from classical mechanics, periodic motion, sound, heat, and thermodynamics. This course includes a 3-hour laboratory session where critical thinking and basic laboratory skills are emphasized. *Prerequisites: Math 201. Pre/co-requisite: Math 202. FA (RI)*

**PHY 204. UNIVERSITY PHYSICS II**

**4 SHC**

A continuation of Physics 203. The course will cover concepts from electricity, magnetism, optics, and modern physics. This course includes a 3-hour laboratory session where critical thinking and basic laboratory skills are emphasized. *Prerequisites: Physics 203, Math 202. SP (RI)*

**POLITICAL SCIENCE**

**POL 201. AMERICAN NATIONAL GOVERNMENT**

**3 SHC**

A study of the national government with emphasis on the development of the Constitution of the United States; the legislative, executive, and judicial branches; pressure groups; opinion formation; political parties; elections; and civil liberties. **FA (RI)**

**POL 202. STATE AND LOCAL GOVERNMENT 3 SHC**

A study of state and local government with emphasis on the historical development of state governments; their role in the federal system; state constitutions; police power; voting; elections; public opinion; legislative, executive, and judicial branches; and finances. Aspects of local government studies include the historical role of cities, types of city government, financing city government, types of county government, and financing county government. **SP (RI)**

**PSYCHOLOGY**

**PSY 201. GENERAL PSYCHOLOGY 3 SHC**

A general survey of psychology as a behavioral science. This course includes lectures, demonstrations, or outside reading in the areas of motivation, sensory processes, perception, learning, emotion, intelligence, and mental health. **FA, SP**

**PSY 202. PSYCHOLOGY OF CHILDHOOD 3 SHC**

The psychological development of the normal child with emphasis on bio-social influences in growth and development. *Prerequisite: Psychology 201.* **SP**

**PSY 221. INTRODUCTION TO EXCEPTIONAL CHILDREN 3 SHC**

This introductory course acquaints students with the characteristics of exceptional learners and their education. It is appropriate for individuals preparing to be general educators or for those planning to be special educators. Emphasis will be placed on the characteristics, strengths and weaknesses, and educational approaches to students with exceptionalities. *Prerequisite: PSY 201*

**PSY 281. ABNORMAL PSYCHOLOGY 3 SHC**

An examination of the various psychological disorders, as well as theoretical, clinical, and experimental perspectives of the study of psychopathology. Emphasis is placed on terminology, classification, etiology, assessment, and treatment of the major disorders. Upon completion, students should be able to distinguish between normal and abnormal behavior patterns as well as demonstrate knowledge of etiology, symptoms, and therapeutic techniques.

**RELIGION**

**REL 100. THE BIBLE YESTERDAY AND TODAY 3 SHC**

A historically-critically oriented study of the Jewish and Christian scriptures with emphasis on those Biblical books and passages having the greatest impact on Western culture in the past and today. Designed for students who intend to take only one Biblical course. Not open to students who have received credit for Religion 101 or 102. *Course offered based upon sufficient demand.* **FA, SP (RI)**

**REL 101. OLD TESTAMENT 3 SHC**

A study of the Jewish Scriptures or Old Testament and the religious community that produced it; based primarily on a critical examination of the literature within the historical setting of the first two millennia B.C.E. A more detailed course than Religion 100. **FA, SP (RI)**

**REL 102. NEW TESTAMENT 3 SHC**

A study of the New Testament and the Christian community that produced it; based primarily on a critical examination of the literature within the historical setting of the last two centuries B.C.E. and the first two centuries of the Common Era. **FA, SP (RI)**

**REL 104. MAJOR RELIGIONS OF ASIA 3 SHC**

An introduction to Islam, Hinduism, and Buddhism, the principle religions of the Middle East, Southern Asia, and the Orient. *Course offered based upon sufficient demand. (RI)*

**REL 105. RELIGION IN AMERICA TODAY 3 SHC**

A survey of contemporary religious institutions, movements, issues, and personalities in the United States, with some attention to their history. Readings from recent books, current periodicals, and official church publications. Extensive use of videos. *Course offered based upon sufficient demand. (RI)*

**REL 110. WORLD RELIGIONS 3 SHC**

This course introduces the world's major religious traditions. Topics include Primal religions, Hinduism, Buddhism, Islam, Judaism, and Christianity. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied. **(RI)**

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

Independent study in the Department of Religion and Philosophy. Advanced work by the student, developed in consultation with the instructor. *Prerequisites: fulfillment of graduation requirements in the Department of Religion and Philosophy, and approval by the division chair.*

**SOCIOLOGY**

**SOC 201. PRINCIPLES OF SOCIOLOGY 3 SHC**

An introductory survey of human society and the role of culture, biological factors, geographical environment, and the group in understanding collective human behavior with special emphasis on human ecology, population, social stratification, social institutions, social mobility and the significance of social change. **FA, SP**

**SOC 213. SOCIOLOGY OF THE FAMILY 3 SHC**

Covers the institutions of the family and other intimate relationships. Emphasis is placed on mate selection, gender roles, sexuality, communication, power and conflict, parenthood, diverse lifestyles, divorce and remarriage, and economic issues. Upon completion, students should be able to analyze the family as a social institution and the social forces which influence its development and change. **FA**

**SOC 285. SOCIAL ISSUES 3 SHC**

An introductory sociological analysis of aspects of North American culture that are the source of contemporary social issues such as crime, mental illness, drug addiction, alcoholism, sexual deviancy, race relations ,and poverty. **SP (RI)**

**SPANISH**

**SPA 101. BEGINNING SPANISH 3 SHC**

Introduction to the fundamentals of grammar and conversation and introduction to Hispanic culture. Normally for students with no previous instruction in Spanish. *Course offered based upon sufficient demand. FA*

**SPA 102. BEGINNING SPANISH 3 SHC**

A continuation of elementary college Spanish for students who have completed Spanish 101 or one or two units of high school Spanish with a grade of C or above. *Course offered based upon sufficient demand. SP*

**SPA 201. INTERMEDIATE SPANISH 3 SHC**

An intensive review and development of basic grammar and vocabulary; development of conversation and composition skills; readings from Spanish and Spanish-American authors. *Prerequisite: two or three high school units or Spanish 102 with a grade of C or above. Course offered based upon sufficient demand. FA*

**SPA 202. INTERMEDIATE SPANISH 3 SHC**

A continuation of intermediate college Spanish for students who have completed Spanish 201, or three or four units of high school Spanish with a grade of C or above. *Course offered based upon sufficient demand.* **SP**

**SPA 211-212. INTRODUCTION TO HISPANIC LITERATURE 3,3 SHC**

Readings and discussions of selections of Spanish and Spanish-American literature. *Course offered based upon sufficient demand.*

**SPA 221. CONVERSATION AND PHONETICS 3 SHC**

A course stressing practice in speaking Spanish. Particular attention is paid to phonetics, pronunciation, intonation, fluency, correctness of sentence structure, and vocabulary of everyday situations. *Prerequisite: three years of high school Spanish or permission of the instructor. Course offered based upon sufficient demand.*

## **Interdisciplinary Courses**

**CED 275. COOPERATIVE FIELD WORK 1-12 SHC**

Cooperative field work experience available in all curricula of the College. The student, in cooperation with his or her divisional coordinator and employer, formulates educational and vocational objectives relevant to his or her field of study. All work assignments are controlled and require the student to file periodic work reports and a final comprehensive summary on the educational value of the work experience. A student enrolled in the Associate in Arts or Associate in Science degree programs may earn up to 12 semester hours of credit for cooperative work experience in lieu of electives.

**DFT 170. ENGINEERING GRAPHICS 3 SHC**

Introduction to problem solving through engineering drawing and graphical representation by instrument, computer-aided design (CAD), and freehand techniques. Methods for description of size and shape of spatial elements include dimensioning; multiview and isometric projections; sectional and auxiliary views; detail and assembly drawings. *Prerequisite: Permission of instructor. SP (RI)*

**INT 102. FIRST YEAR SEMINAR 2, 1 SHC**

A seminar designed to help first-year students make the transition from high school to college. Discussion oriented. Topics include living with a roommate, study skills, time management, test preparation and stress management, as well as many other topics of interest to new college students.

**REC 125. INTRODUCTION TO PARKS AND RECREATION 3 SHC**

A survey of the foundations of parks and organized recreation; backgrounds and theories, objectives and principles; social and economic factors associated with parks and recreation. **FA, SP (RI)**

**SPM 279. INTRODUCTION TO SPORTS MANAGEMENT 3 SHC**

Planning, organizing, leading and evaluating within a sport context; fundamentals of accounting, budgeting, economics, marketing, strategic planning, ethics, and their place in sports settings; techniques of personnel, facility, and sporting event management. **SP**

## THE FACULTY FALL 2007

**Laura Arrington** (2002), Instructor of Learning Services, B.A., M.S., The University of North Carolina at Chapel Hill

**Tommy Atkinson** (2002), Instructor of Physical Education, B.S., Mount Olive College; M.A., Campbell University

**M. Ryan Avett** (2005), Instructor of Computer Information Systems, B.S., M.S. North Carolina State University

**Scott Brade** (2006), Instructor of Health and Physical Education, B.S., Alma College, Michigan; M.A. Western Michigan University

**Martha F. Bragg** (1982), Professor of Mathematics, B.S., M.A., Appalachian State University; Ph.D., North Carolina State University.

**Lynne Brock** (2005), Associate Professor of Education, B.A., University of North Carolina at Chapel Hill; M.Ed., North Carolina State University

**Matthew A. Brown** (1983), Professor of Business and Engineering Graphics, A.S., Louisburg College; B.S., M.C.E., North Carolina State University; M.B.A., Georgia State University.

**Jay Clarke** (2007), Assistant Professor of Mathematics,

**Dolly Conner** (2004), Instructor of Learning Services, B.G.S., M.S., Radford University

**Sheilah R. Cotten** (1977), Associate Professor Sociology, B.S., M.A., East Carolina University.

**Aaron Denton** (2006), Instructor of Business, Health and Physical Education, B.S., Guilford College; M.B.A., The University of North Carolina at Greensboro.

**Curtis G. Edgerton** (2001), Assistant Librarian, B.A., University of North Carolina, Willmington; M.L.S., North Carolina Central University.

**Jerry Edwards** (2005), Instructor of Physical Education, B.S. North Carolina Wesleyan College; M.S., Eastern Kentucky University

**James Craig Eller** (1970), Professor of English, B.A. Berea College; M.A., Appalachian State University.

**Genya Forkish** (2005), Assistant Professor of Mathematics, M.S., NCCU; Ph.D., Moscow Institute of Mines.

**Rodney S. Foth** (2001), Executive Vice President and Vice President for Academic Life, B.A., Anderson University; M.A., Ed.D., Ball State University.

**Genya Forkish** (2005), Assistant Professor of Mathematics, B.S., M.S. Ph.D., Moscow Institute of Mines; M.S., North Carolina Central University

**Donald Gines** (2005), Instructor of Physical Education, B.S., M.S. Eastern Illinois University

**Tara Hamilton** (2006), Assistant Professor of Chemistry, B.S., Old Dominion University; Ph.D., University of Kentucky.

**Patricia G. Hinton** (1998), Head Librarian, B.F.A., Virginia Commonwealth University; M.S.L.S., North Carolina Central University.

**William J. Hinton, Jr.** (1983), Professor of Art, A.F.A., Chowan College; B.F.A., East Carolina University; M.F.A., Alfred University.

**Michael L. Holloman** (1987), Assistant Professor of Physical Education, A.A., Louisburg College; B.S., Atlantic Christian College; M.A.Ed., East Carolina University.

**Gloria Holloway** (2006), Chaplain and Director of Church Relations, B.A., NCCU; Master of Divinity, Duke University.

**Amy C. Johnson** (2002), Instructor of English, B.A., The University of North Carolina at Wilmington; M.Ed., The University of North Carolina at Chapel Hill.

**Lawrence Johnson** (2004), Assistant Professor of English, B.A., Mississippi College; M.A., M.F.A., University of Arkansas

**Candace Jones** (1996), Instructor in the Library, B.S., Barton College

**Laura L. Kinzinger** (1990), Associate Professor of English, A.B., Vassar College; M.F.A., University of North Carolina at Greensboro.

**Karen Martin** (2004), Instructor of Learning Services, B.A., Peace College

**David C. Minard** (1998), Assistant Professor of Physics and Astronomy, B.S., University of Illinois at Urbana-Campaign; M.S., Marquette University.

**Robert Mohlmann** (2005), Instructor of Physical Education, B.A., High Point University.

**Edwin Y. Neagle** (1999), Associate Professor of English, B.A., Elon University; M.A., North Carolina State University

**Patrice Nealon** (2005), Associate Professor of Business, B.B.A., University of Cincinnati; M.B.A., De Paul University

**Jeffrey V. Olbrys** (2001), Instructor of Mathematics, B.S. The University of the State of New York; M.A., Georgia State University.

**Robert E. Rector** (1972), Associate Professor of History, B.A., East Texas State University; M.A., University of South Carolina.

**Adam Reekie** (2007), Instructor of Physical Education

**David A. Sexton** (1998), Assistant Professor of Physical Education and Men's Soccer Coach, B.H. University of London; M.S. University of North Carolina at Chapel Hill.

**Charles B. Sloan** (1986), Director of Institutional Research, Assistant Professor of Education and Religion, A.A., DeKalb College; BSED, M.Ed., Georgia Southern University; M.Div./RE, Southeastern Baptist Theological Seminary.

**Charles M. Smith** (1979), Professor of Drama, B.S., East Carolina University; M.Ed., University of North Carolina at Chapel Hill; M.A.Ed., Northwestern State University of Louisiana.

**Jane Thomas** (2005), Instructor of Biology, B.A., West Texas A & M University; M.A., West Texas A & M University

**John Wayde Vickrey** (1985), Professor of English and Religion, B.A., Union University; M.A., University of Mississippi; M. Div., Southeastern Baptist Theological Seminary.

**Janis E. Walden** (2000), Assistant Professor of Learning Services, B.A. Converse College; M.Ed., North Carolina State University.

**H. Tyrone Washington** (2001), Instructor of Mathematics, B.S., Fayetteville State University; M.S., North Carolina State University.

**James M. White** (1999), Instructor of Psychology, B.A., East Carolina University; M.A.Ed., North Carolina State University

**Kaye Yudusky** (2005), Instructor of Learning Services, B.A., Campbell University; M.A., University of Maine

**Part-Time Faculty (2007)**

**Wendy Bailey**, (2004), Computer Information Systems, B.A., Mary Baldwin College, M.A., California State University – Dominguez Hills

**Benjamin Berube** (2007), Political Science, B.A., University of North Carolina at Pembroke

**Twana Biram** (2004), English, B.A., Moody Bible Institute

**Billie Branam** (2005), English, B.S., Barry College

**Susan Bridgeman** (2004), Mathematics, B.S. State University College at Oneonta; M.A.T., Adelphi University

**Diane Cook** (2004), Biology, B.S., The Pennsylvania State University; Ph.D., Hahnemann University

**Leej Copperfield** (2005), English, B.A., Bryan College; M.A., Duke University

**Jackie Hand** (2007), Dance Performance, B.F.A., Ohio State University; M.A., University of Oregon

**Allen de Hart** (1956), Physical Education, B.A., High Point University; M.A., University of Virginia

**Alicia Eller** (2004), Spanish, B.A., Meredith College

**Billie Evans** (2004), Computer Information Systems, B.S., MBA East Carolina University

**Colin Everhart** (2007), Biology, B.S., M.S., University of Akron; Ph.D., East Carolina University

**Diane Fleming** (2004), English, B.A., Atlantic Christian College; M.A. East Carolina University; Ed.D., Nova Southeastern University

**Russ Frazier** (2001), Physical Education, B.S., North Carolina State University; M.A., University of North Carolina at Chapel Hill

**Nancy Hammersley** (2006), Business, B.S., M.B.A., Lynchburg College

**Melissa Hart** (2006), Business, B.S., Northern Virginia Community College, University of Maryland; M.B.A. North Carolina State University

**Gwynneth Lindsey** (2007), Mathematics, B.S., M.S., Mississippi College

**Zelda Lockhart** (2007), English, B.A., Norfolk State University; M.A., Old Dominion University

**Craig Markham** (2003), Health and Physical Education, B.S., Barton College; M.S., George Mason University

**Jack McNulty** (2006), Biology, B.A., Long Island University; Ph.D., Duke University

**Robert Miller** (2007), Psychology, B.A., Appalachian State University, M.D., Southeastern Baptist Theological Seminary

**Louise Mitchum** (2006), Interdepartmental, B.S., Clemson University; M.S., University of North Carolina at Chapel Hill; Ph.D., University of South Carolina

**Timothy Nifong** (2005), Biology, B.S., University of North Carolina at Wilmington; J.D., Ph.D., University of North Carolina at Chapel Hill

**Helen Othow** (2007), English/French, B.A., Saint Augustine's College; M.A., North Carolina Central University; Ph.D., University of Wisconsin

**Charles Joshua Parrott** (2007), Religious Studies, B.A., M.D., Southeastern Baptist Theological Seminary

**Glendora Thomas-Powell** (2000), Assistant Professor of Music, B. A., St. Augustine's College; M.A., North Carolina Central University.

**Donna Rhoden** (2006), Mathematics, B.Ch.E, Georgia Institute of Technology

**Brian Sanders** (2004), Business, B.B.A., M.B.A., Campbell University

**Maurice Simmons** (2006), Recreation Administration, B.S., M.Ed, Sports and Recreation Management

**Stacy Sowell** (2006), Physical Education, B.A., Shaw University; M.A., North Carolina A & T State University

**Larry Speakman** (2007), Music Education, B.A., Westminster Choir College; M.M., East Carolina University

**Sidney Stafford** (1967), Religion and Philosophy, B.A., University of Southern Mississippi; M.Div., Duke University; M.A., University of North Carolina at Chapel Hill

**Jina Stamey** (2000), Sports Management, B.S., Barton College; M.S., Sports Studies, High Point University

**Maggie Stewart** (2007), English, B.A., M.A., North Carolina State University

**Janet Taylor** (2007), Biology, B.A., University of North Carolina at Charlotte, M.S., Ph.D., North Carolina State University

**Michael Tedder** (2007), Math Education, B.S., M. Ed., Auburn University

**Rickie Wagstaff** (2001), History, M.Ed., Campbell University

**Norma White** (2006), Library Services, B.A., University of North Carolina at Chapel Hill

**William Woods** (2006), Music, B.S., North Carolina A & T State University; M.A., Combs College of Music

### **Emeriti**

**Wayne D. Benton** (1959), Professor of History, A.B., Atlantic Christian College; M.A., East Carolina University.

**Robert A. Butler** (1962), Professor of Sociology, A.B., M.A., University of North Carolina at Chapel Hill; M.A.T., Duke University.

**Ruth M. Cooke** (1949), Professor of Physical Education, B.S., University of North Carolina at Greensboro; M.A., Columbia University.

**Jasper Enid Drake** (1965), Associate Professor of Physical Education and Men's Basketball Coach, B.S., Wake Forest University; M.Ed., East Carolina University.

**Gloria Jean Fischer** (1990), Associate Professor of English, B.A., M.A., University of North Carolina at Charlotte.

**Clara Wright Frazier** (1962), Instructor of Chemistry, A.A., Louisburg College; A.B., Meredith College.

**Russell W. Frazier** (1959), Professor of Physical Education and Baseball Coach, B.S., North Carolina State University; M.A., University of North Carolina at Chapel Hill.

**Charles Joseph Farmer** (1965), Professor of Religion, A.B., Davis and Elkins College; M.Div., Western Theological Seminary; M.Ed., University of Pittsburgh.

**Sarah Elizabeth Foster** (1945), Professor of Music, B.M., Greensboro College; M.A., Columbia University.

**Julia Holt Kornegay** (1956), Instructor of Art, A.A. Louisburg College; A.B., University of North Carolina at Chapel Hill; M.A., California State College, Dominguez Hills.

**Walter N. McDonald** (1956), Professor of Religion, A.B., B.D., Duke University.

**Felton R. Nease** (1957), Professor of Biology, B.S., M.S., University of Oklahoma; Ph.D., Duke University.

**Patricia Greene Palmer** (1967), Professor of Biology, A.A., Garner-Webb College; B.S., Appalachian State University; M.A.T., Duke University; Ph.D., North Carolina State University.

**Judith B. Parrish** (1965), Librarian, B.S., M.A.Ed., East Carolina University.

**Betsy Leonard Pernell** (1960), Professor of Business Education, A.A., Louisburg College; A.B., Atlantic Christian College; M.A., East Carolina University.

**C. Ray Pruette** (1949), Professor of Chemistry and Physics, B.A., M.A., East Carolina University; Fellow in the American Institute of Chemists.

**Grady K. Snyder** (1956-60)(1965), Professor of Mathematics, A.B., M.Ed., University of North Carolina at Chapel Hill.

**Arnold L. Wright** (1967), Professor of English, A.B., M.A., University of North Carolina at Chapel Hill.

**Josephine P. Zealand** (1959), Librarian, A.B., University of North Carolina at Greensboro.

## BOARD OF TRUSTEES

### Class of 2008

Richard T. Clayton*	Raleigh
Lynn W. Eury	Raleigh
William O. Galloway	Louisburg
Emily T. Gardner	Warrenton
Ann J. Goodwin*	Wilson
Billy R. Merritt	Reidsville
Beth M. Norris	Raleigh
William F. Roberson*	Durham

### Class of 2009

Lucy T. Allen*	Louisburg
Michael W. Boddie	Rocky Mount
William John Cameron*	Eden
Donald W. Fish	Raleigh
Clyde P. Harris*	Wilson
Fred I. Joseph	Greensboro
James P. West	Raleigh

### Class of 2010

Phyllis Y. Bailey	Durham
Edgar J. Boone *	Raleigh
Raymond B. Hodges*	Louisburg
R.C. Hunt	Wilson
Robert L. Jones	Raleigh
Ely J. Perry*	Kinston
Lisa M. Robert	Jacksonville, FL
John F. Strotmeyer	Richmond, VA

### Class of 2011

Randy L. Bridges	Burlington
David T. DeBerry	Durham
William H. Dove *	Rocky Mount
Rodney G. Hamm *	Cary
W. Seymour Holt	Indianapolis, IN
Thomas W. Parson, IV	Jarratt, VA
Sue C. Robertson*	Raleigh
Roger G. Taylor	Rocky Mount

\* elected by Board of Institutions

### ***HONORARY TRUSTEE***

Alfred W. Gwinn, Jr.	Raleigh
----------------------	---------

### ***Ex-Officio Trustees***

Louisburg College SGA President  
Louisburg College Alumni Association President  
Raleigh District Superintendent, NC United Methodist Conference

***OFFICERS of the BOARD of TRUSTEES (2007-2008)***

Chairman: William John Cameron  
Vice Chairman: R. C. Hunt  
Vice Chairman: Michael W, Boddie  
Secretary: Lucy T. Allen  
Assistant Secretary: Thomas W. Parson, IV  
Recording Secretary: Faye S. Griffin

***EXECUTIVE COMMITTEE***

William John Cameron, Chairman  
Lucy T. Allen  
Michael W. Boddie  
Edgar J. Boone  
Raymond B. Hodges  
R. C. Hunt  
Ex-officio: President J. Michael Clyburn

Robert L. Jones  
Beth M. Norris  
Thomas W. Parson, IV  
William F. Roberson  
Sue C. Robertson.  
John F. Strotmeyer

***Ex-officio All Committees***

William John Cameron, Board Chair  
J. Michael Clyburn, College President

**TRUSTEES EMERITI**

Thomas E. Chandler  
Charles M. Davis  
Mildred P. Fry  
Ben E. Jordan, Jr.  
Reginald W. Ponder, President Emeritus  
B.B. Pruitt, Jr.  
John A. Rogers  
Hal A. Thompson  
James A. Weathers  
Lois Brown Wheless

Burlington  
Louisburg  
Raleigh  
Southern Pines  
Raleigh  
Louisburg  
Kittrell  
Raleigh  
Louisburg  
Louisburg

## The Administration and Staff (2006)

### Office of the President (Main Building, Second Floor)

J. Michael Clyburn President; B.A., Trevecca Nazarene College; M.A. Middle Tennessee State University; Ed.D., University of Tennessee  
Faye S. Griffin Administrative Assistant

### Admissions Office (Davis Building, Second Floor)

Stephanie M. Buchanan Director of Enrollment Management, M.B.A., East Carolina University  
Rachel Berry Admission Representative; B.S., North Carolina State University  
Brian Merrit Admissions Representative; B. A., M.Ed., Appalachian State University  
Holly Mitchell Admission Representative; B.A., University of North Carolina at Wilmington  
Carmen Johnston Administrative Assistant

### Business Office (West Main Building, First Floor)

Marvin Miller Chief Financial Officer; M.B.A., University of Pittsburgh  
M. Sharon Moore Business Manager; B.A. B.S., Barton College  
Kim Joyner Accounts Receivable Clerk  
Phyllis Ihrle Payroll Clerk, L.P.N, Watts School of Nursing  
Frances Edwards Administrative Assistant  
Kate Cardwell Title III Administrative Assistant  
Terrie Dunn Title III Administrative Assistant  
Margaret E. Hill Switchboard Supervisor, Postmistress & Printing Supervisor  
Brandy L. Gupton Bookstore Manager

### Financial Aid Office (Davis Building, Second Floor)

Sean van Pallandt Director of Financial Aid; Ed.D., University of Tennessee  
Leah N. Hill Associate Director of Financial Aid; B.A., North Carolina Wesleyan College

### Office of the Executive Vice President/Vice President of Academic Life (West Main Building, Second Floor)

Rodney S. Foth Vice President; Ed.D., Ball State University  
Rose Gill Administrative Assistant

### Office of Institutional Advancement (West Main Building, Second Floor)

Sandra S. Rushing Director of Development; B.M., University of North Carolina at Greensboro  
Jade Biggio Director of Publications and Media Relations; B.A., University of North Carolina Chapel Hill  
Mary Kate Keith Director of Alumni and Annual Giving; B.A., Stonehill College  
Dianne A. Nobles Manager of Donor Services; A.A. Louisburg College

### Office of Institutional Effectiveness (Main Building, Second Floor)

Morris G. Wray Vice President for Administration and Institutional Effectiveness; Ph.D., Vanderbilt University  
Charles B. Sloan Director of Institutional Research; M.Ed., Georgia Southern University

### Registrar (Davis Building, Second Floor)

Martha E. Hedgepeth Registrar; B.S., Barton College  
Sandra A. Beasley Assistant Registrar

### Student Life Office (Davis Building, First Floor)

Jason E. Modlin	Vice President of Student Life; M.A., East Carolina University
Jina Stamey	Associate Dean of Student Life; M.A., East Carolina University
Gloria Holloway	Chaplain; M.Div., Duke University
Fonda Daigneault	Associate Dean for Counseling; M.A., Seton Hall University
Shannon Brade	Administrative Assistant

**Library** (Cecil W. Robbins Library, Taft Building, and Davis, First Floor)

Patricia G. Hinton	Head Librarian; M.S.L.S., North Carolina Central University
Curtis Edgerton	Assistant Librarian; M.S.L.S., North Carolina Central University
Candace Jones	Assistant Librarian; B.S., Barton College
Norma White	Assistant Librarian; B.A., University of North Carolina at Chapel Hill
Linda K. Robertson	Audiovisuals

**Physical Plant** (Maintenance and Wright Buildings)

Eric Johnson	Director of Facilities
--------------	------------------------

**Athletics Personnel** (Holton Gymnasium)

Michael L. Holloman	Athletic Director and Women's Basketball Coach
Thomas Atkinson	Men's Baseball Coach
Scott Brade	Assistant Football Coach
Travis Everhart	Assistant Football Coach
Wilmont Perry	Assistant Football Coach
Tori Wheless	Cross Country Coach
Aaron Denton	Men's Basketball Coach
Jerry Edwards	Assistant Baseball Coach
Donald Gines	Women's Fastpitch Softball Coach
Jenna Hinton	Sports Information Director and Women's Volleyball Coach
Michael Michalakakis	Women's Soccer Coach and Men's Golf Coach
Rick Mohlmann	Football Coach
David A. Sexton	Men's Soccer Coach
Paul Jago	Assistant Men's Soccer Coach
Charles B. Sloan	Men's Golf Coach
Julia Southwick	Women's Golf Coach
Danielle Willsie	Head Athletic Trainer

**Other Administrative and Staff Personnel**

Judy Green	Administrative Assistant, Faculty & Learning Services
Robert B. Poole	House Manager and Technical Director of the Auditorium/ Norris Theater
Jessyln Thomas	Writing Center

## Index

- Academic Policies and Procedures, 43
- Academic Programs, 56
- Academic Progress, Satisfactory, 46
- Academic Sessions, 8
- Academic Standards, 49
- Accreditation, 8
- Administration and Staff, 85
- Admissions Application Procedures, 22
- Advising, Academic, 43
- Athletics, 40
- Attendance, Course Participation, and Performance Expectations, 43
- Audit of Course, 43
- Awards, 51
- Baseball, 40
- Basketball, 40
- Board of Trustees, 83
- Buildings, 11
- Catalog in Effect, 43
- Change of Course (Drop-Add), 44
- Change of Grade, 44
- Cheating, 47
- Classification of Students, 44
- Club Athletics, 44
- Communication of Information, 50
- Conditional Admissions, 14
- Conduct and Regulations, 36
- Contacting Louisburg College, inside front cover
- Cost of Education, 27
- Counseling Services, 35
- Course Descriptions
  - Accounting, 58
  - Art, 58
  - Astronomy, 59
  - Biology, 59
  - Business, 61
  - Chemistry, 62
  - Computer Information Systems, 62
  - Computer Science, 63
  - Cooperative Education, 75
  - Drama, 63
  - Economics, 64
  - Education, 64
  - English, 64
  - Geography, 67
  - Health, 67
  - History, 67
  - Humanities, 68
  - Leadership, 68
  - Mathematics, 68
  - Military Science and Leadership, 70
  - Music, 71
  - Philosophy, 72
  - Physical Education, 72
  - Physics, 73
  - Political Science, 73
  - Psychology, 74
  - Religion, 74
  - Sociology, 75
  - Spanish, 75
- Course Withdrawal, 44
- Cross Country, 40
- Cultural Activities, 36
- Curricula, 54
- Dean's List, 51
- Degree Application, 44
- Degree Completion Time, 44
- Degree Programs, 56
- Degree Requirements, 49, 56
- Diploma, Duplicate, 44
- Disabilities, Students with, 26
- Divisions, Academic, 57
- Emeriti Faculty, 80
- Endowments, 13
- Enrollment Deposit, 25
- Entrance Requirements, 22
- Examinations, 44
- Facilities, 12
- Faculty 2006, 77
- Financial Aid
  - General Eligibility Requirements, 29
  - How to Apply, 30
  - Types of Assistance, 30
- Financial Arrangements, 19
- Football, 41
- Gifts to Louisburg College, 12
- Golf, 41
- Grades and Grade Reports, 45
- Graduation Requirements, 49
- Graduation with Honors, 51
- Grants
  - Federal, 30
  - State of North Carolina, 30
- Grievance Procedures, Academic, 48
- Heritage, 9
- History of
  - Franklin Male Academy, 9
  - Louisburg College, 10
  - Louisburg Female Academy, 9
  - Louisburg Female College, 9
- Housing and Furnishings, 37
- In-Progress Grade, 44
- Incomplete Grade, 45
- Independent Study Course, 45
- Instructional Methods, 54
- Integrity, Academic, 47
- Intramural Sports, 37
- Joint Enrollment, 23
- Leave of Absence, 45
- Loan Programs, 32
- Louisburg Learning Partners, 24, 55
- Midterm Grades, 45
- Marshals, 51
- Medical Records, 17
- Mission Statement, 8
- Motor Vehicles, 36
- Nondiscrimination, 25
- Organizations, Student, 34
- Payment Plans, 19
- Phi Theta Kappa, 51
- Privacy of Educational Records, 50
- Publications, Student, 35
- Readmission, 15
- Refund Policy, 20, 32
- Registration, 45
- Religion on Campus, 35
- Repeat of Course, 46
- Scholarships and Grants, 22
- Sexual Harassment, 18
- Soccer, 41
- Softball, 42
- Student Involuntary Medical Withdrawal Policy, 37
- Summer School, 8
- Support, Academic, 54
- Suspensions and Expulsions, 47
- Transcripts, Academic, 47
- Transfer Students, 14
- Trustees, 83
- Tutorial Services, 55
- Values, 8
- Veterans, 32
- Vision, 8
- Volleyball, 42
- Withdrawal from College, 47
- Withdrawal from Courses, 44
- Work Programs, 32