COURSE DESCRIPTIONS – Summer 2016

**BIO 111**  Human Anatomy & Physiology I
The course is the first semester of a two-semester sequence concerning the structure and function of the human body. The course focuses on the study of cell chemistry, cell physiology, tissues, integumentary system, skeletal system, muscle system, and nervous system. Prerequisite: satisfactory completion of minimum proficiency requirements. Cr 3

**BIO 112**  Practical Human Anatomy & Physiology I
Laboratory experiences illustrating concepts and principles introduced in BIO 111. The course will cover the following topics: metrics, language of anatomy, cell physiology, tissues, integumentary system, skeletal system, muscular system, and nervous system. Prerequisite: BIO 111 or concurrent. Cr 1.5

**BIO 113**  Human Anatomy & Physiology II
This course is a continuation of BIO 111. The structure and function of the endocrine, cardiovascular, respiratory, digestive, and urinary systems will be discussed. Prerequisite: grade of C- or higher in BIO 111. Cr 3

**BIO 114**  Practical Human Anatomy & Physiology II
Laboratory studies of the structure and function of the endocrine, cardiovascular, respiratory, reproductive, digestive, and urinary systems. Prerequisite: grade of C- or higher in BIO 112; BIO 211 or concurrently. Cr 1.5

**BIO 281**  Microbiology for Health Sciences
This course is a comprehensive introduction to cellular, biochemical, and genetic aspects of prokaryotes. Viruses and some eukaryotic micro-organisms are also considered. Prerequisites: grade of C- or higher in CHY 107 or CHY 113 and grade of C- or higher in BIO 105 or BIO 111. Cr 3

**BIO 282**  Microbiological Laboratory
The laboratory explores basic techniques of isolation and cultivation of microorganisms, primarily bacteria and fungi. In addition, biochemical, molecular, and genetic analyses of microorganisms are introduced. Prerequisite: grade of C- or higher or concurrent enrollment in BIO 281 or BIO 311; or permission of instructor. Cr 2

**BUS 342**  Leadership
The purpose of this course is to help students be more effective exercising leadership. To do this, the course will first teach the distinction among leadership, authority, and management, and also among different leadership situations. The course will then provide experiential exercises and exposure to tools and techniques appropriate to the various challenges. Prerequisites: BUS 340 (C or higher) and junior standing. Limited offerings. Cr 3

**HCE 686**  Internship: Counselor Education
This course provides an opportunity for students to integrate formal coursework with on-the-job experience in selected institutions. Prerequisite: HCE 690. Cr 1-15

**HUM 304**  Writing Children’s Literature: How to Craft Compelling Stories
An exploration of how details, characters, and voices create compelling children’s stories. This course will include text readings, multiple online writing assignments, along with analyzing several children’s books and critiquing and commenting on classmates’ work. Students will also write their own children’s picture book. This course has been approved by the State Department of Education for content area in secondary English. Cr 3

**LAC 269**  Exploring Careers, Choosing Life Roles
In this mid-level course in the career development series, students relate self-knowledge to career and life roles, with an emphasis on gaining and managing career information; learning various career and life decision-making strategies; and communicating formative academic, co-curricular, and professional experiences in such formats as accomplishment statements and informal interviews. Offered fall, spring, summer. Cr 1.5

**LAC 413**  Job Search Skills for the 21st Century
In this final course in the career development series, students assume active agency in career planning through learning how to market themselves to prospective employers. They learn to create and use the tools needed for career placement, such as cover letters, resumes, and interviews. Prerequisite: LAC 269. Offered fall, spring, summer. Cr 1.5

**LAC 447**  Internship
This online course provides students the opportunity to work in their chosen field to evaluate their interest and acquire basic skills needed to market themselves effectively. Students participate in an online seminar in which they learn about and reflect on workplace issues. Students wishing to take more than 3 credit hours must have permission from their faculty advisors. Prerequisite: LAC 413. Offered fall, spring, summer. Cr 3-6

**LCC 150**  Statistics for Informed Decision Making
This ENTRY-PHASE course introduces and applies quantitative analyses to address real world questions. It applies descriptive statistics, sampling and significance testing, correlation, and regression analysis to issues related to the four themes of the Common Core. The course provides the opportunity to interpret and analyze statistical decision making, and identifies data misconceptions and misuses. Cr 3

**LCC 370**  Toward a Global Ethics
This writing instruction course assists students in articulating and assessing their own values. It examines the range of ethical theories and positions and explores the influence of particular cultural ideologies on ethical beliefs. The course considers the ethical principles implied by democracy, sustainability, justice, and difference. It examines ethical issues and dilemmas faced by individuals, organizations, and nations while exploring personal and collective decision-making processes in a global context. Prerequisite: Core Area C. Cr 4

**LCC 480**  Senior Seminar
This course provides writing instruction experience for students from LAC’s four degree programs. Students complete a major research and writing project addressing one of the four themes of the Common Core from an interdisciplinary approach. Prerequisite: ENG 100C or LCC 110C; LCC 200E or LCC 370E; HUM 300, and LOS 300 OR SBS 320. Cr 3

**LOS 299**  Writing in the Major
This lab is designed to be taken in conjunction with LOS 300 and is required of all LOS majors. Cr 1
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LOS 300  Organizational Theory
This is a foundational course that provides a solid overview of organizational theories in leadership. Current organizational issues are analyzed using structural, human resource, cultural, and political frameworks and the case method. Issues examined include leadership, organizational design, planning, change, decision making, communication, and control. This is an excellent course for students interested in how organizations work. Students in the LOS major must complete this required course with a grade of a B- or better as a condition of their degree. This course includes writing instruction. Prerequisite: familiarity with the Blackboard online learning community. Completion of College Writing with a C or better is required for LOS majors and preferred for all other students. Cr 3

LOS 301  Group Dynamics
This course gives students an understanding of how people behave in groups and the skills needed by group members to participate effectively in group activities. It provides a theoretical foundation for how groups function, with focus on group process and development; and it discusses how these theories can be applied to a wide range of group settings. This course uses experiential techniques to help students develop critical skills and understanding of group dynamics. Cr 3

LOS 317  New Media and Social Networking
How are private and public identities established online? Are political and social movements built, organized, even undermined by social networking and online culture? Do online communities impact real world communication, language, and thought? Read critical theory on new media and explore technological and cultural associations with this nascent but pervasive phenomenon. Cr 3

LOS 318  Database Management
This course introduces students to database management skills and builds proficiency in database management. It is taught on PC computers using the latest version of Microsoft Access and is designed to help students develop competencies in a variety of database processing functions. Students become proficient in setting up databases, managing data, creating reports, using report enhancements, and manipulating data. Prerequisite: Basic computer applications knowledge. Cr 3

LOS 329  Research Methods
This course is an introduction to quantitative and qualitative research methods which can be used in organizational planning and decision making and in the social and behavioral sciences. The course will cover topic areas related to the application of appropriate methods of inquiry and includes completion of an applied project. Strongly recommended for students going on to graduate school, careers in consulting, or human resource management. Cross listed with SBS 329. Prerequisite: LCC 150D. Cr 3

LOS 333  Portfolio Development
This Portfolio Development course is offered to the adult learner who is preparing a competency based, experiential, academic portfolio, documenting their college-level knowledge, competencies, and abilities. This course supports students in improving the skills and knowledge needed to document and communicate their prior learning in the area of leadership and organizational studies. At the end of the course, students submit a completed academic portfolio for assessment to USM’s Office of Prior Learning for possible additional credits. Prerequisites: College writing or the equivalent, leadership LOS 350 either concurrently or completed, resume submission, and subsequent permission by instructor. Cr 3

LOS 336  Dealing with Difficult People and Behaviors
It has been stated that everyone is someone’s difficult person. Almost daily, we come in contact with people we would characterize as difficult. They are the people we work with, sell to, depend on, and live with. There are intimidators, manipulators, analyzers, know-it-alls, overly friendly, accommodators, chronic complainers and whiners. Their actions consume time, energy and emotion at the expense of productivity and morale. This course provides fresh insights and immediately usable skills needed to quickly, confidently and assertively identify and deal with various types of people, difficult or not, in a variety of contexts while maintaining your own self confidence. Cr 3

LOS 337  Project Management
This course provides a solid foundation in Project Management, covering up-to-date information on how good project, program, and portfolio management can help you achieve organizational success. Students will learn what a good project is and the various phases of managing a project -- from initiation and kick-off to implementation and oversight to proper closing and documentation of results. They will develop an understanding of the project management process, the fluid nature of real-world projects, and how to adapt to changing conditions. Furthermore, they will acquire the ability to efficiently manage a project of reasonable scope. Thus, the course will focus on the practical aspects of day-to-day project management and will include numerous real-world examples from corporate settings. Cr 3

LOS 350  Leadership
This foundational course for students of leadership will provide learners with a review of major leadership concepts and theories designed to incorporate research findings, practice, skill-building, and direct application to real world scenarios. Beyond leadership concepts and theories, the course will cover a variety of topics impacting today's leaders as a foundation for learning including power and ethics, leadership development, politics and influence, decision making, and creativity and innovation. An experiential design is used along with traditional online techniques to help students reflect on their personal leadership styles and examine their approaches to leading others in diverse organizational settings. Students in the LOS major must complete this required course with a grade of a B- or better as a condition of their degree. Completion of College Writing with a C or better is required for LOS majors and preferred for all other students. Cr 3

LOS 373  Managing Non-Profits
This course will familiarize students with major concepts in the management of a non-profit and will help them develop the skills to utilize this material in applied situations. Students will explore the mission of the non-profit, marketing and funding, effective strategies for developing relationships and performance, and ways to enhance leadership skills. Cr 3

LOS 440  Organizational Change and Development
This course explores the theory, research, and processes of leading, managing, and adapting to organizational change. Case studies and experiential learning are used to examine the effectiveness of change efforts and their impact on the group and individual. Prerequisite: LOS 300 or permission of instructor. LOS 329 or equivalent is also encouraged. Cr 3
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LOS 599  Topics: Mindfulness-Based Stress Reduction
Mindfulness is about paying attention without judgment to what is being presented to us in our lives moment by moment right here, right now and then responding to this moment from a place of balance/center rather than reacting from old patterns. In this course we study Mindfulness using practices based on the Kabat-Zinn Mindfulness-based Stress Reduction Program and practices based on the work of Professor Nancy Hathaway. After learning these Mindfulness-based Stress Reduction practices, students will explore ways to integrate Mindfulness into work, family, health, and relationships, particularly into Teaching, Nursing, Social Work, Counseling, and the Healthcare Professions.  Cr 3

LOS 610  Methods of Inquiry
This course considers the concepts, principles, and methods that may be used in research for organizational and leadership studies. Quantitative and qualitative research methods that can be used in organizational planning and decision making and in the social and behavioral sciences will be considered. The course will cover topic areas related to the application of appropriate methods of inquiry.  Cr 3

LOS 661  Ethical & Spiritual Dimensions of Leadership
What are the roles of ethics and spirituality in leadership? Where does ethics end and spirituality begin? This course approaches the study of leadership from the perspectives of meaning, values, and human connectedness. The hunger to understand our lives, be part of a larger whole, be complete, and serve are examined as they relate to the leadership process.  Cr 3

NUR 332  Nursing Care Older Adult Community
The focus of this course is the family-centered care of older individuals in the community. Emphasis is on nursing assessment, diagnosis, and therapeutic interventions with individuals and families coping with chronic illnesses. Health promotion/risk reduction strategies are applied. The roles of the nurse in interdisciplinary community settings are explored. Ethical issues unique to community settings are analyzed. Prerequisite: NUR 323 or concurrent.  Cr 3

OTH 504  Applied Research I
This course introduces the student to the spectrum of investigative strategies that can be used to answer questions of concern to occupational therapists. Students will learn to critically examine current research and to master basic research skills. Students will practice basic research skills through targeted assignments, and the development of research questions, a literature review, and a research project proposal.  Cr 3

OTH 605  Leadership and Management
This course will introduce content and simulate skills needed for understanding organizations and leadership in occupational therapy. Exposure to leadership styles will be provided in an interactive and collaborative format. Legislation and policy of health care are discussed with emphasis on the importance of being involved. Students should complete the course with a thorough appreciation for the finesse needed in strong leadership, as well as specific working knowledge which will assist them in navigating the fluctuating health care arena.  Cr 3

OTH 608  Advanced Practice: Special Topics
Various topics.  Cr 1

OTH 616  Professional Presentations
This course provides students with the opportunity to disseminate their research results in a professional forum. Students will work with a faculty advisor to prepare their research projects for professional presentation to the community. Course sessions and assignments will be devoted to guiding students through the research dissemination process and transition to the role of a professional. Prerequisites: OTH 504 and OTH 605.  Cr 3

PSY 102  General Psychology II
A continuation of Psychology 101. It deals with complex psychological processes such as ability testing, personality, conflict, behavior disorders and therapy, and social and industrial behavior. Prerequisite: PSY 101 with a grade of C- or better.  Cr 3

SBS 300  Deviance & Social Control
The course examines the historical and relative notion of deviance and the nature(s) and type(s) of social control.  Cr 3

SBS 301  Group Dynamics
This course is designed to give students an understanding of how people behave in groups and the skills needed by group members to participate effectively in group activities. It provides a theoretical foundation in how groups function, with focus on group process and development; and it discusses how these theories can be applied to a wide range of group settings. This course uses experiential techniques to help students develop critical skills and understanding of group dynamics. This course is cross-listed with LOS 301.  Cr 3

SBS 303  Abnormal Psychology
This course presents an introduction to the classification, diagnosis, and etiology of what is considered mental illness. Cultural aspects of abnormality will be emphasized, as well as integrative models of the causes of mental disorders. This integrative approach considers the complex interplay between biological, psychological, interpersonal, and cultural factors as they contribute to the development and expression of psychological disorders.  Cr 3

SBS 329  Research Methods
This course provides an introduction to quantitative and qualitative research methods which can be used in organizational planning and decision making and in the Social and Behavioral Sciences. The course will cover topic areas related to the application of appropriate methods of inquiry and includes completion of an applied project. Prerequisite: LCC 150.  Cr 3

SBS 348  Responding to Mental Health Crisis in the Community
This course explores history and models of mental health focused on the ability of individuals with mental illness to function successfully in the community. The course will assist students in developing an understanding of crisis intervention theory and perspectives, including knowledge of risk factors and precipitating events, and of available emergency community resources (and associated obstacles to access to these services).  Cr 3

SBS 367  Healthy Learners Project
The Healthy Learners Project provides training in individual, non-directive play intervention to support the emotional and educational achievement of at-risk children in their early years of elementary education. This service-learning course consists of training, direct individual work with children, and
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SBS 420 Mindfulness
Mindfulness is about paying attention without judgment to what is being presented to us in our lives moment by moment right here, right now and then responding to this moment from a place of balance/center rather than reacting from old patterns. This course studies Mindfulness using practices based on the Kabat-Zinn Mindfulness-based Stress Reduction Program and practices based on the work of Professor Nancy Hathaway. Students will learn to utilize Mindfulness-based Stress Reduction practices and explore ways to integrate Mindfulness into work, family, health, and relationships, particularly into Teaching, Nursing, Social Work, Counseling, and the Healthcare Professions. Cr 3

SBS 470 Study Abroad – China: Buddhism and Tea
The goal of this course is to provide an experiential learning opportunity for students to increase their global awareness. Through a variety of readings, overseas traveling, site experiences, and reflection exercise, students will examine a diversity of sociocultural issues in a foreign environment. Prerequisite: instructor permission. Cr 6

SCI 170 Human Anatomy and Physiology I
This is the first course in a two-semester sequence in human anatomy and physiology. It introduces basic principles of physiology and anatomy through chemistry, cellular structure and function, genetics, and embryology. This course discusses several physiologic systems including the muscular, skeletal, nervous and integumentary systems. Prerequisites: students should have an understanding of basic biology and chemistry from high school courses or GED. SCI 170 must be taken concurrently with SCI 171. Cr 3

SCI 171 Human Anatomy and Physiology I Laboratory
Laboratory experiences illustrating topics introduced in SCI 170. Must be taken concurrently with SCI 170. Cr 1.5

SCI 172 Human Anatomy & Physiology II
This is the second course in a two-semester sequence in human anatomy and physiology. Topics in this course will include the nervous system, sense organs, blood and circulatory system, immune function, respiratory system, digestion and metabolism, endocrine function, renal function, and electrolyte balance. Prerequisite: SCI 170 and SCI 171. Must be taken concurrently with SCI 173. Cr 3

SCI 173 Human Anatomy & Physiology II Lab
Laboratory experiences illustrating topics introduced in SCI 172. Must be taken concurrently with SCI 172. Cr 1.5

SCI 252 Medical Microbiology with Lab
This lecture and laboratory course introduces basic medical microbiology and focuses on the viruses, bacteria, protozoans, and multi-cellular organisms which cause human diseases. It also discusses epidemiology and the immune system. This course meets the requirements of nursing and allied health programs. Prerequisite: SCI 107 or SCI 270/271. Cr 4

SOC 100 Introduction to Sociology
The fundamental concepts, principles, and methods of sociology; analyzes the influence of social and cultural factors upon human behavior; evaluates effect of group processes, social classes, stratification, and basic institutions on contemporary society. Cr 3