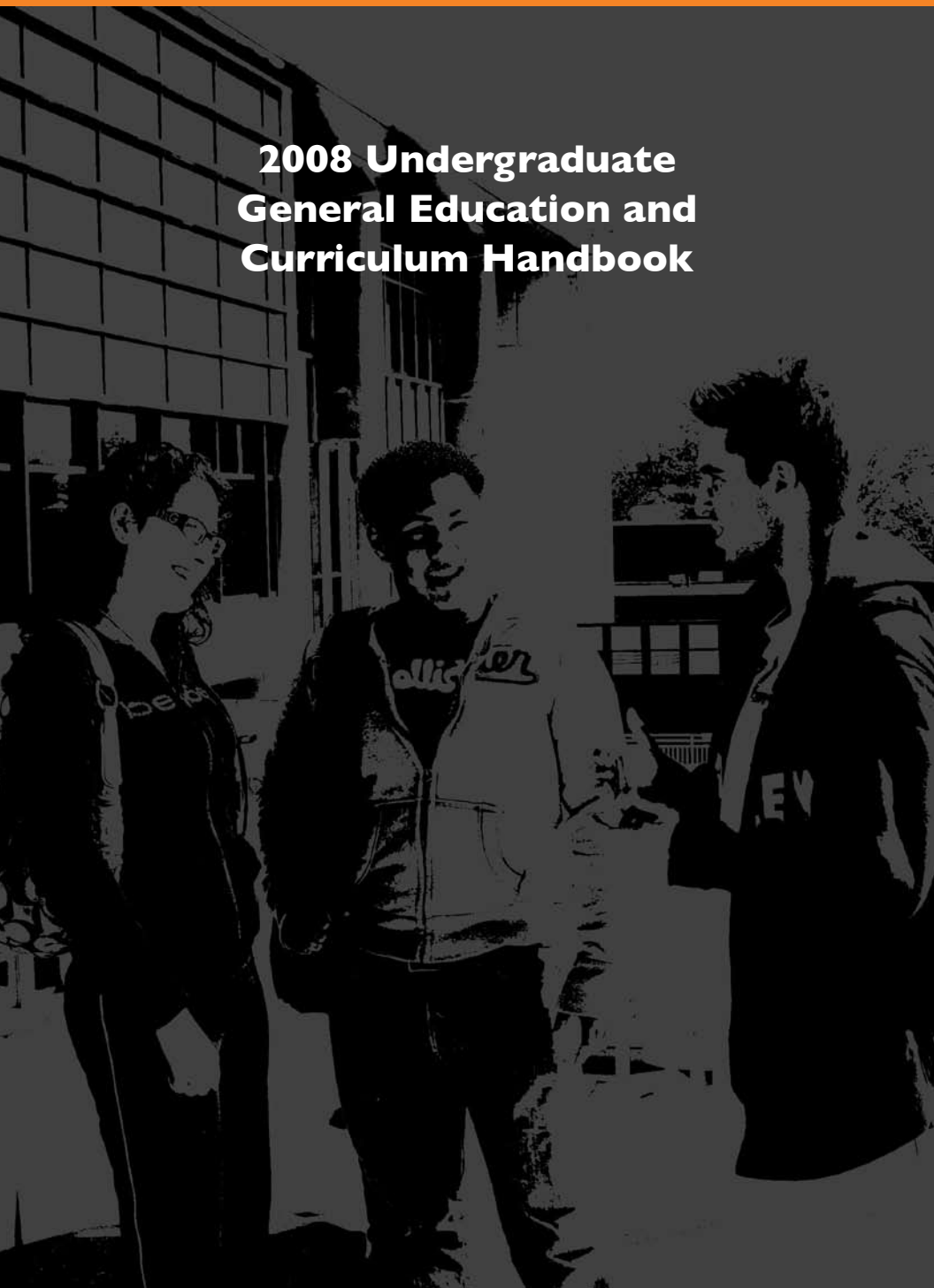


WILLIAM PATERSON UNIVERSITY

2008 Undergraduate General Education and Curriculum Handbook



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—Miryam Wahrman (June 2008)

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INTRODUCTION

This handbook will help acquaint you with the common portion of the curriculum, including general education courses and other graduation requirements that you will take at William Paterson University (WPUNJ). The total series comprising the undergraduate curriculum will not be the same for all students, as many of your courses are determined by your major area of study (and minor area, if you so choose). In addition to your major (and minor), there are common requirements that all students must meet. We hope to give you a better understanding of these requirements in this handbook. Please keep this handbook to assist you with your planning throughout your college career. Additional information on the General Education Program is also available on the Web at www.wpunj.edu/academics/gened.

Keep in mind that the requirements in effect when you enter WPUNJ (whether as a freshman or a transfer student) are those that apply to you at graduation. As a result, students who entered last year may have different requirements than you. You may also hear discussions of further changes throughout your years at WPUNJ. A healthy curriculum is continually examined for improvement, and we hope you will help us do this. You will hear of a process called “assessment,” which is used to study courses and programs in order to identify ways to improve them. (See page 19 for more information.) Note that future changes in programs apply only to those students who enter after they have been adopted.

This handbook provides a general overview of the academic programs at WPUNJ. No handbook, however, could address every aspect of each student’s specific educational program. You may want to get credit for courses completed elsewhere, substitute one course for another, or be unsure whether a particular requirement applies in your case. Each student can expect to have a unique college experience since everyone has unique interests, talents, experiences, problems, and circumstances.

To help make your college education most meaningful, you are assigned a faculty academic advisor trained to give you individual guidance. It is important to meet with your advisor early to plan your overall program, as well as each semester to plan your schedule. The Gloria S. Williams Career Development and Advisement Center can help you with planning or problems you might encounter (973.720.2281/2282). If you feel that you do not understand what you are supposed to do or have some difficulty with your courses, you are not alone. Most students feel that way at some time in their undergraduate years. If this happens, go to your faculty advisor or the Advisement Center. If they cannot respond to your specific problem, they will help you to contact the appropriate student support service. These advisement services are part of your education and will ensure that you gain the greatest benefit from your undergraduate experience.

THE PURPOSE OF GENERAL EDUCATION



You will take most of your general education courses (referred to as “GE” in this handbook) during your first two years of college. It is important to become familiar early on with the choices and suggested sequences for taking them. While you may have given some thought as to what major you want to pursue in college and what

career you wish to focus on after graduation, research shows that people typically change the focus of their careers several times during their working life. The GE courses you take may help you in selecting and succeeding in your major and your career. GE courses also give you a broad experience and introduction to many different disciplines and areas of study in order to prepare you not just for work and a career, but for the many roles you will assume in your life. Most importantly, they help you to acquire information and develop perspectives that give your life and the choices you make a richer, more informed context.

You must choose one course of study as a major and, if desired, a minor, preferably by your second year of study. Your major(s) and minor(s) will focus on a particular area that will provide you with the background either to enter a profession or to continue your education. The GE Program aims to provide you with the general skills, information, and confidence to enable you to succeed in the career you pursue, as well as the flexibility to move from one career to another. The program is also designed to challenge you to think and experience knowledge beyond the boundaries of any one profession or discipline.

WPUNJ’s GE Program is based on the liberal arts tradition of American higher education. The system of higher education in the United States exposes students to a wide variety of academic disciplines outside of the major or intended professional field. Since many people end up switching careers at some point in their professional lives, it makes sense to educate students in a broad way.

The goal of the GE Program is to produce college graduates who are informed, engaged with their communities and the world, and who are life-long learners open to new ideas and experiences.

The WPUNJ GE Program enriches each student’s educational experience through exposure to a diversity of disciplines from the arts, sciences, humanities, and social sciences, and enables students to experience the intellectual heritage of our diverse society.

A Vision of a William Paterson University Graduate

The WPUNJ GE Program aspires to instill the following qualities in students:

- A. The knowledge, skills, and self-confidence to establish and pursue personal and career goals.
- B. The possession of fundamental ethical values, such as honesty and integrity.
- C. An awareness of global, national, and local civic responsibilities and a willingness to participate in the political process.
- D. A social conscience and a willingness to contribute to the common good.
- E. An appreciation of art and esthetic values.
- F. An awareness that an ever-changing, complex, and interdependent world requires knowledge of, and respect for, other peoples, cultures, and values.
- G. A respect and empathy for differences among informed points of view.
- H. An ability to adapt to changing circumstances and situations in our complex world.
- I. A sense of balance and proportion with respect to the human circumstance through an appreciation of the ironies of life.
- J. An awareness of scientific and environmental issues and a concern for the future of the planet and all living things.
- K. An enthusiasm for lifelong learning.

Highlights of the GE Program and Other Undergraduate Requirements

- The GE Program provides a solid foundation of knowledge and skills in liberal studies for all WPUNJ undergraduate students.
- A total of 53 credits of GE courses are required for students in most majors. (Exceptions are degree programs in the Cotsakos College of Business, as well as the bachelor of music and bachelor of fine arts.)
- GE courses introduce students to basic concepts and methods of the major fields of knowledge.
- GE courses foster an appreciation of literature and the arts and an understanding of the natural world, as well as provide opportunities for students to attain an interdisciplinary perspective on their own and other societies and cultures.

The three categories of courses in the GE Program include:

1. The humanities “core,” consisting of five courses: two English courses, two courses in western civilization, and one course in philosophy.
2. The “distribution” courses, selected from approved GE courses in the areas of science, mathematics, social sciences, arts and communication, racism and sexism, and health or fitness.
3. Six credits in GE electives chosen from upper-level courses in a variety of disciplines outside of the student’s major.

Other undergraduate requirements include:

- First-Year Seminar
- A non-Western course
- 6 credits in a foreign language

How do you decide which courses to take? You might want to further develop an interest that you already have in a particular area, perhaps with a view towards majoring in that discipline, or you may choose to explore a field that is entirely new to you. Your college years present a unique opportunity for you to learn new things and explore new areas. The choice is yours.

THE STRUCTURE OF THE GENERAL EDUCATION PROGRAM



The undergraduate degree requirements for your particular major are listed on the curriculum guides that are available in your academic department office or in the Advisement Center. Obtain one during your first semester and use it every semester to check off your courses as you take them and write in your electives. These guides also

contain a semester-by-semester course sequencing plan. Note that all GE courses must be taken for letter grades; the pass/fail option is not permitted. Your advisor also has access to your academic record electronically, and our student information system helps to keep track of your progress. If you have declared a major, you should refer to the curriculum guide for your major to ensure that you take appropriate prerequisite courses, some of which may involve specific choices among GE courses.

The information contained here applies to all freshmen and transfer students entering in fall 2003 or thereafter who are enrolled in B.A. or B.S. degree programs. The GE Program provides a solid foundation of knowledge and skills in liberal studies for all WPUNJ undergraduate students. A total of 59-60 credits of GE courses are required for students in most majors. (Exceptions are degree programs from the Cotsakos College of Business, as well as the bachelor of music and bachelor of fine arts. See the department curriculum guides for details on these programs.)

The program consists of core area requirements, distribution requirements, and general education electives. Transfer students may present equivalent area courses under transfer articulation agreements and the "Guidelines for General Education" adopted by the Council of Presidents of New Jersey Colleges and Universities.

Humanities Core Requirements

The GE Program at WPUNJ consists of a core of 15 credits of humanities foundations in writing, literature, world language, history, and philosophy. Currently, these requirements are satisfied by the following courses:

- Writing Effective Prose (3 credits)
- Introduction to Literature (3 credits)
- History of Western Civilization (6 credits)
- Introduction to Philosophy (3 credits)

Distribution Requirements

Students also select additional courses from six areas:

- social sciences (9 credits)
- math (3-4 credits)
- science (8 credits)
- arts and communication (6 credits)
- racism and sexism (3 credits)
- health or fitness (3 credits)

GE Electives

An additional 6 credits of GE electives round out the program. (Note that the GE elective courses can be applied towards a minor.)

The Foreign Language Requirement

Two courses are required in a language of your choice (see page 14).

The Non-Western Requirement

This is a distinct component of the undergraduate curriculum, which can be fulfilled within the GE Program, the major, or elective courses. (See page 15.)

I. Humanities Core (15 Credits)

The humanities core includes five courses from three disciplines.

- Writing Effective Prose (ENG 110, 3 credits)
- Introduction to Literature (ENG 150, 3 credits)
- Foundations of Western Civilization and The West and the Modern World (HIST 101 and HIST 102, 6 credits)
- Introduction to Philosophy (PHIL 110, 3 credits)
- Foreign Language (6 credits)

II. Distribution Requirements

Distribution requirements include courses that a student selects from among major domains of knowledge: social sciences (9 credits); mathematics (3-4 credits) and science (8 credits); arts and communication (6 credits). In addition, students are required to take courses relating to issues of the social context of life in the United States—race and gender (3 credits) and health and wellness (Health or Fitness, 3 credits)—that are important to the development of an understanding of self and society.

A. Arts and Communication: 6 credits

There are four disciplines in this area: art, communication, music, and theater. You must select two courses from two different subject areas. Currently, five courses are offered in this category. (For course descriptions, see the *Undergraduate Catalog*.)

- Approaches to Visual Art (ARTH 101, 3 credits)
- Approaches to Modern Art (ARTH 104, 3 credits)
- Communication in Action (COMM 110, 3 credits)
- Music Appreciation (MUS 120, 3 credits)
- Introduction to Theater (COMM 101, 3 credits)

B. Science and Mathematics: 11-12 credits

• **Mathematics: 3 credits**

Three credits of college-level mathematics are required, with courses ranging from Contemporary Math (MATH 110) to Calculus II (MATH 161). The results of your basic skills test determine the level of basic skills math or GE math you should take. The GE requirement should be completed in your freshman year. If you have already selected a major, check the appropriate curriculum control sheet to see whether a particular mathematics course is required or recommended for that major. For many math and science courses, you must complete a prior course, or “prerequisite,” before taking the higher level course.

• **Science (8 credits—two courses with laboratories)**

Knowledge of the scientific method and an appreciation of how our physical world works and interacts with us are essential to being an educated person. In order to accomplish this, every student completes two courses in laboratory sciences. You may take both courses in the same science (following the prerequisites) or one in one field and the second in another. Several majors (e.g. nursing, the sciences, computer science, psychology, exercise and movement sciences) specify a particular science course to meet the GE requirement, so it is best to check your major’s curriculum guide.

- College of Science and Health: Integrated Science (CSH 150, 4 credits)
- Biology: Human Biology (BIO 120, 4 credits), Field Biology (BIO 130, 4 credits)
- Chemistry: College Chemistry and Lab (CHEM 031 and CHEM 131, 4 credits), Organic Biochemistry and Lab (CHEM 032 and CHEM 132, 4 credits), Chemistry in Perspective (CHEM 120, 4 credits)

- Physics: Introduction to Physics (PHYS 110, 4 credits), General Astronomy (PHYS 170, 4 credits), College Physics I (PHYS 255, 4 credits), and College Physics II (PHYS 256, 4 credits)
- Environmental Science: Environmental Foundations (ENV 110, 4 credits), General Geology (ENV 115, 4 credits)

C. Social Sciences: 9 credits

Each student must take three courses in the social sciences. There are six disciplines (anthropology, economics, geography, political science, psychology, and sociology) from which you select three courses, each representing a different discipline. You may choose from the following list of courses:

- American Government and Politics (POL 120, 3 credits)
- General Psychology (PSY 110, 3 credits)
- Introduction to Anthropology (ANTH 130, 3 credits)
- Introduction to Politics (POL 110, 3 credits)
- Macroeconomics (ECON 201, 3 credits)
- Principles of Sociology (SOC 101, 3 credits)
- Social Problems (SOC 102, 3 credits)
- World Regional Geography (GEO 150, 3 credits)

You are free to select courses from any three disciplines of your choice. You might want to pursue a subject that you do not know much about in order to increase your perspective and resourcefulness. Or you may wish to take a course that will strengthen your ability to work in your major field of interest.

D. Health or Fitness: 3 credits

A state of well-being is the foundation for our other pursuits. The three courses in this area to choose from are:

- Current Health Issues (PBHL 120, 3 credits)
- Fitness for Life (PEGE 150, 3 credits)
- Active Lifestyles for Health (PBHL 200/PEGE 200, 3 credits)

E. Race and Gender Issues: 3 credits

The problems of racism and sexism are so common in our present-day society that specific attention is given to these areas to help students become aware of the issues. You may select one of the following:

- Justice and Racism (AACS 155, 3 credits)
- Racism and Sexism in the United States (AACS 150 or WS 150, 3 credits)
- Women's Changing Roles (WS 110, 3 credits)

III. General Education Electives

An additional six elective credits in GE subjects are required to ensure that students encounter disciplines and perspectives outside the major.

- A student must successfully complete all basic skills courses, Writing Effective Prose, course prerequisites, and either the GE course in the subject of an elective or all required GE credits in the category of the elective course, before enrolling in a GE elective course.
- GE electives must be selected from among courses outside of a student's major or major-related co-requirements.
- A list of approved GE elective courses appears every semester on the Registrar's Web page at ww2.wpunj.edu/adminsrv/registra/.
- In some cases, GE elective courses may be applied towards a minor.

STUDENT CURRICULUM PLAN



Students are expected to complete GE requirements in a timely fashion. Since the GE Program is designed to provide a broad foundation of knowledge and skills supporting more intensive study in the major, advanced courses and major requirements can and should rely on the development of those abilities in the core and distribution requirements. As such, a recommended curriculum plan envisions students completing

most, if not all, of their GE requirements within the first two to three years of study.

I. For Bachelor of Arts programs

- By the time a student reaches sophomore status (32 credits), he/she is expected to complete a minimum of 24 credits in GE, plus First-Year Seminar (1.5 credits).
- By the time a student reaches rising junior status (64 credits), he/she is expected to complete a minimum of 48 credits in GE.
- By the time a student reaches upper junior status (80 credits), he/she is expected to complete 48 credits in GE.
- By the time a student reaches senior status (96 credits), he/she is expected to have completed all GE requirements (53-54 credits), a non-Western course and the foreign language requirement.

II. For Bachelor of Science programs

- By the time a student reaches sophomore status (32 credits), he/she is expected to complete a minimum of 18 credits in GE.
- By the time a student reaches junior status (64 credits), he/she is expected to complete a minimum of 36 credits in GE.
- By the time a student reaches senior status (96 credits), he/she is expected to complete a minimum of 48 credits in GE, including all core and distribution requirements. (Only GE electives should be taken as a senior.)
- In order to graduate, a total of 53-54 credits of GE must be completed, as well as a non-Western course and the foreign language requirement.

Departments/programs can provide suggested sequences of courses that best fit the needs of each academic major and concentration. In addition, the College of Education can help students work out a program for teacher certification that articulates with the major discipline of study. A student who has not completed the expected number of GE credits according to the GE Student Curriculum Plan must meet with his/her academic advisor in order to schedule the missing GE course(s). (See the Undergraduate Catalog for details on the GE Program for B.M. and B.F.A. programs.)

OTHER UNDERGRADUATE REQUIREMENTS

First-Year Seminar and First-Year Experience

The transition from high school to college life involves many changes, including changes in the social environment and academic demands, as well as new responsibilities and freedoms. Many freshmen experience stress and frustration during

this time. Despite a few bumps in the road, most make the transition to college life successfully and enjoy their newfound independence and responsibilities.

- The First-Year Seminar and First-Year Experience programs are designed to help students adjust to college life and become successful students.
- First-Year Seminar is required of all incoming freshmen.
- More information can be obtained from the Office of the First-Year Experience (973.720.3768).

Basic Skills Program

Once admitted to WPUNJ, you are evaluated regarding particular learning skills by means of a Basic Skills Placement Test, which is designed to provide information regarding accurate placement of each student. It does not measure your overall ability, nor does it provide a comprehensive measure of your knowledge. Rather, it is designed to assess your ability to write essays, read on a college level with the appropriate vocabulary and speed, and perform basic mathematical computations and algebraic operations. If you are found to have problems in any of these areas, you will be required to take the basic skills course in the area or areas that have been identified as requiring improvement. These courses will help you develop the necessary skills so that you can succeed in your college career up to your full potential. Most students who need this help go on to do very well in their college work after they receive the preparation provided in the basic skills courses. Note that many of the college courses you will be taking require that you successfully complete your basic skills requirements first. You must register for and fulfill any such requirements in the first year of college.

- The test is given to students on a rolling basis after admission but prior to their enrolling in any courses at the University.
- The Office of Testing administers Accuplacer, which tests students in the basic skills areas.

- Most of the test is computerized and includes sections in each of the following areas:
 1. elementary algebra
 2. essay writing
 3. reading comprehension
 4. sentence skills
- After taking the test, you will receive a letter informing you of your basic skills placement.
- For more information on the Basic Skills Program, please visit the Basic Skills Web site at www.wpunj.edu/basicskills/default.html.

Major Courses of Study

By the end of the sophomore year (successful completion of 64 credits), every student must choose and declare a major field of study. Ask your advisor how to do this. Each major contains a prescribed number of courses. The major curriculum is designed to provide you with the basic knowledge and practices current in your chosen field of study. As a junior and senior you may have the choice of a particular area of concentration within this field, and you will be able to explore the area of concentration in greater depth. Elective courses in your major also provide you with an opportunity to pursue in greater depth those aspects of the field that are of particular interest to you. A number of majors require co-requisite courses in related areas of study. Some majors direct students to take specific GE courses that would be most appropriate to your field of study. If you are considering or have already declared a major, be sure to find out the requirements, co-requirements, and directed GE courses that are specific to your major so you can plan your program of study carefully.

Upper-level Elective Requirement

Almost every major requires students to take at least nine credits of upper-level electives. This part of the curriculum provides the opportunity for students to explore fields outside their majors and attain some in-depth experience in other disciplines. These courses must be 200-level courses or above, and they must be outside the major field of study. Note that many upper-level courses have pre-requisites (required lower-level courses), so be sure that you satisfy these before enrolling for a course.

The Foreign Language Requirement (6 credits)

Fulfillment of this requirement will depend on your choice of language and your proficiency in that language. Two courses in a language are required.

The study of foreign languages gives students skills for communicating effectively in today's multilingual world and promotes an appreciation for other cultures and traditions. It fosters students' critical, analytical, and writing skills, and enhances their understanding of the English language as well. Mastery of foreign languages is essential for careers in teaching, business, science, government work, and research, and for graduate and professional studies.

- WPUNJ requires all students to take 6 credits (two courses) in the same foreign language as part of the GE Program.
- The Department of Languages and Cultures offers a wide variety of languages. *Language Placement:* The University does not automatically accept high school foreign language work as equivalent to college-level study. Upon admission, all incoming freshmen and transfer students are required to take a foreign language placement test to determine the appropriate level at which the student should begin the study of a language. Students with very limited or no background in a particular language are placed in a Basic I section and choose among one of the languages currently offered in the department. If students decide to take a language they have never had before, they enroll in a Basic I course. Once enrolled in a Basic I section, students must take a Basic II section in the same language to satisfy the requirement. Likewise, those students who are placed in a Basic II section or above (such as Intermediate I or Intermediate II) must satisfy the foreign language requirement by taking an additional higher course in the same language. The department also honors advanced placement in foreign languages, depending on test scores.
- Students who wish to complete their language requirement in one semester can register for Intensive Spanish I and II, SPAN 106 (6 credits). First-year students who wish to complete their language study in consecutive semesters (Basic French I or Basic Spanish I in the fall, Basic French II or Basic Spanish II in the spring) are encouraged to do so. This allows for faster language development through class continuity.
- Native speakers of Spanish with little or no academic experience in the language should enroll in Contemporary Spanish for Native Speakers (SPAN 114). See your advisor for more information.
- Challenge Test: The Department of Languages and Cultures also offers students the opportunity of "challenging" their foreign language placement in second-year language courses only (Intermediate I and/or Intermediate II). This option is only available for students before completing 60 college credits. Student must pay the fee for a challenge test if they wish to obtain credit (\$75 per level). If a student wishes to place out of the foreign language requirement in a language not offered at William Paterson University (e.g., Polish,

Serbo-Croatian, etc.), he or she may take a proficiency exam at an approved institution, before completing 70 college credits.

- If you have any additional questions or concerns, please contact the Department of Languages and Cultures by calling 973.720.2330, or visit the Web site at www.wpunj.edu/cohss/language.

Non-Western Cultures Requirement

Every student must take at least one course (3 credits) in some aspect of non-Western cultures. Please consult the Registrar's Web page at ww2.wpunj.edu/adminsrv/registra/nonwestern.htm for the current list of approved non-Western courses. Note that this requirement can be met by a course in the GE Program, a course in the major, or an elective course, as long as the course is found on the list of approved courses. Departments/programs in African, African American, and Caribbean studies, anthropology, Asian studies, biology, geography, history, languages and cultures, Latin American studies, music, political science, sociology, Spanish, and women's studies offer a large range of non-Western courses.

Free Electives and Minor Programs

For some students, the required curriculum may total as few as 98 credits, whereas for others, it may occupy most of the 128 credits needed for graduation. Those credits that are not required in any area except to meet the graduation requirements are called "electives." You are free to earn these credits as you wish. One possibility is to concentrate them in a discipline where a minor is offered, or even to work towards a second major. It may be helpful to have a second field that you have studied in some depth. Since most college graduates change careers at some point in their lifetimes, specializing in more than one area can provide more options for future employment. A minor usually consists of at least 18 credits in a specific field. (If carefully planned, the 6 credits of GE electives can be used towards a minor program.) Consult the *Undergraduate Catalog* for descriptions of minor programs. The minor field is listed on your transcript when you graduate.

Certification Programs

Teacher certification programs at WPUNJ include up to 30 credits in education requirements, in addition to the requirements listed above. Students who choose to pursue certification programs may exceed the 128 credits required for an undergraduate degree. In order to permit a timely completion of general education, major courses, and teacher certification requirements, it is recommended that students considering a teacher certification program discuss this with an advisor in the College of Education's Office of Certification as early as possible. See the *Undergraduate Catalog* for more details on certification programs.

SPECIAL OPPORTUNITIES AND PROGRAMS

Honors Programs and Honors General Education Courses



WPUNJ offers a variety of honors tracks and programs. Several honors sections of standard GE courses are offered each semester. These sections are especially appropriate for students seeking an enriched course with a limited class size (twenty

or fewer students). As is the case for standard GE sections, students should select from these offerings to fulfill their GE Program requirements. Students interested in enrolling in these courses must contact the University Honors Program at 973.720.3657 to obtain permission.

Cluster Courses

An academic cluster is a set of linked GE courses. They provide an exciting introduction to university life by helping students explore ways in which three of these required GE courses are connected. Freshmen and sophomores should seriously consider taking advantage of this academic opportunity. Students registering for these take three courses as a package. Students are encouraged to take at least one set of clustered courses in the process of completing GE requirements. (Note that cluster courses have the section number “50” in the course listing.)

Honors clusters are designed to create an intellectual climate that challenges academically talented students, supports them in trying new things, and encourages them to consider ideas and fields of study in ways that are new to them.

Academic Support

At the Academic Support Center, students receive one-on-one tutoring assistance for numerous lower-level and upper-level courses, as well as for basic skills math and reading courses. Workshops designed to help students develop effective study skills and strategies are frequently offered. From the Center’s lab, students may access network computer facilities. Study groups and exam review sessions are also available. The Center is located in Hunziker Wing 218 and can be reached at 973.720.3324/2563. The Science Enrichment Center provides tutoring in the sciences and mathematics. It is located in Science Hall 421A and can be reached at 973.720.3340. The Writing Center, located in Atrium 128, can be

reached at 973.720.2633 and provides one-on-one tutoring for students who need help with writing assignments. In addition, many academic departments have their own tutoring or support programs.

Community Outreach, Civic Engagement, and Experiential Learning

William Paterson University is committed to providing opportunities for students to become engaged in extracurricular activities within the campus community as well as in surrounding communities. Many majors have community outreach, civic engagement, and/or experiential learning opportunities built into their programs. There are also individual GE courses and GE clusters that focus on introducing students to the ideals of community involvement and active citizenship. Students should seek out, and take advantage of, these opportunities to interact with the real world as these projects and learning experiences bring academic disciplines to life.

Distance Learning

A number of GE courses, major courses, and electives are available as online courses. Online courses differ from traditional classroom instruction in that most of the work is done independently via the Internet. Distance learning is best suited to students who enjoy working at the computer and completing assignments in a timely way outside of the classroom. There is no set class time other than an initial orientation session and, possibly, one or two additional meetings throughout the semester. The learning takes place asynchronously; that is, the students may access materials at different times, according to their needs. Students can log on twenty-four hours a day, seven days a week. Weekly assignments are given and must be completed by designated deadlines. Taking such a course requires much initiative, independence, and persistence. See the online class schedule listing for distance learning courses that are offered each semester. A section number of "80-89" in the listing indicates an online distance learning course.

SPECIAL INFORMATION FOR TRANSFER STUDENTS



If you are a transfer student, you must have all transcripts from other colleges and universities you have attended sent to the WPUNJ Admissions Office. Your previously earned credits must be evaluated to determine which courses will transfer and in which part of the curriculum they will be counted. For instance, a course with less than a C

grade will not be counted towards your WPUNJ degree. While you are waiting for the evaluation to be completed, it is recommended that you do not take any course that is similar to one for which you hope to receive transfer credit. You should also consult with an advisor regarding basic skills requirements. Note that students who transfer to William Paterson University with an associate of arts or associate of science degree from a New Jersey community college may place out of all lower division GE requirements. However, such students will still be required to complete GE elective courses, two courses in a foreign language and a non-Western course, as well as all requirements for the chosen major (and minor, if desired).

Once you receive the evaluation of your transfer credits, you should see your department chairperson or, if you are undeclared, an advisor at the Advisement Center. Your transfer credits will be reviewed to ensure that the maximum number of courses applicable to GE requirements and other parts of the required curriculum are properly placed in these categories. This will help you to choose courses that will fulfill the remaining GE requirements and to avoid taking courses that duplicate requirements you might have already met. You should also discuss which courses will count towards fulfilling the requirements of the major or majors that interest you. It is important to use the resources of a faculty advisor who will help you to carefully plan your first few semesters so you can maximize the credit you get for work completed elsewhere.

PROGRAM AND COURSE ASSESSMENT

A healthy curriculum is continually examined for improvement, and we hope you will help us do this. You will hear of a process called “assessment,” which is used to study courses and programs in order to identify ways to improve them. You may hear the term “student learning outcomes,” that is, what we hope students will achieve in a particular course or program. Assessment is an important part of the WPUNJ culture. It involves studying the effectiveness of courses and programs in order to improve student success. You may be asked to participate in this process by completing survey questionnaires, assignments, or tests. Assessment tools such as surveys are frequently used to measure whether courses and programs are achieving their intended outcomes. Please participate and cooperate in this process whenever asked to do so. Note that future changes in the programs will apply only to those students who enter after the changes have been adopted. Be assured that assessment is not done to penalize students; it is done with an eye towards the improvement of educational endeavors at the University.

IN CONCLUSION

We hope that this *Undergraduate General Education and Curriculum Handbook* will be useful throughout your years at William Paterson. It describes many of the requirements in your undergraduate curriculum and can help guide you in fulfilling them. It is important to take advantage of your faculty advisor’s expertise throughout your undergraduate career. He or she can help you stay on track as you progress towards your degree and can answer many questions that arise as you advance through the curriculum. Other support services can likewise smooth over any rough spots you may encounter en route to completion of your studies. Keep in mind that the requirements in effect when you enter WPUNJ are those you must fulfill to graduate.

See your advisor every semester, if not more frequently. Consult with him or her early and often. Check with the department that houses your major for new developments, such as new courses, research opportunities, internships, or other educational experiences that might be attractive to you. Consult with your professors. They are wonderful resources to help you understand and appreciate the GE curriculum as well as your major and electives. Let us all help you find the best way to benefit from your William Paterson University experience.

WILLIAM PATERSON UNIVERSITY MISSION STATEMENT

The William Paterson University of New Jersey is a comprehensive public institution of higher learning with a mission that incorporates teaching, research and creative activity, and service. Maintaining a tradition of leadership in general education and multiculturalism, the University is committed to promoting student success, academic excellence, and community outreach with opportunities for lifelong learning. ■ It offers rigorous baccalaureate, graduate degree, and certification programs for both traditional and nontraditional students. ■ The University's distinguished teachers, scholars, and professionals actively challenge students to high levels of intellectual and professional accomplishment and personal growth in preparation for careers, advanced studies, and productive citizenship in an increasingly global economy and technological world. ■ The University values diversity and equity as essential to educational excellence, with an obligation by everyone in the University community to create and maintain a climate in which respect and tolerance are recognized as part of the institution's commitment to educational quality.

Approved: Board of Trustees, February 21, 1998

ABOUT WILLIAM PATERSON UNIVERSITY

Since its founding in 1855, William Paterson University has grown to become a comprehensive, regional institution committed to academic excellence and student success. Accredited by the Middle States Association of Schools and Colleges, it offers 42 undergraduate and 22 graduate degree programs as well as professional development programs through its five colleges: Arts and Communication; Cotsakos College of Business; Education; Humanities and Social Sciences; and Science and Health.

Approximately 10,500 full- and part-time students from a diversity of backgrounds are enrolled. Occupying a 370-acre, wooded campus, the University is located in suburban Wayne, New Jersey, within an hour of the ocean, the mountains, the Meadowlands, and New York City.

William Paterson offers a wide variety of student activities, modern on-campus housing, and the most up-to-date educational facilities. Financial aid is available to qualified students.



WILLIAM PATERSON UNIVERSITY

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