

Addendum to Hodges University Undergraduate Catalog 2016-2017

Volume 26A

January 12, 2017

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The following changes are incorporated into and made a part of the Undergraduate Catalog, Volume 26, and reflect changes to this Volume that become effective January 12, 2017. By signing the catalog receipt form, students agree to abide by these changes.

Page 21

Replace **CHALLENGE EXAMINATION** and **VALIDATED LEARNING** sections with the following:

CHALLENGE EXAMINATION

Enrolled undergraduate students who wish their developed skills to be evaluated may also earn credit by taking and by passing, with a minimum score of 70 percent, the challenge examination in the designated subject areas that are part of the university curricula. The student must contact the Registrar's Office to register for the exam. The grade earned will be recorded on the official transcript. There are fees attached for testing and to award this credit. Successful completion of challenge exams does not fulfill the residency requirement.

VALIDATED LEARNING

Enrolled students may receive credit by recommendation from a professional evaluation agency such as the American Council on Education (ACE), typically used for military service school courses, or state or federal training agencies such as the Florida Department of Law Enforcement (FDLE). The maximum academic credit allowed for validated learning is 25 percent of the total credits required for graduation in the program pursued by the student. Credit is awarded only in areas which fall within the regular curricular offerings of the university and must be appropriately related to the student's program of study.

Technology students enrolling in traditional degree programs who have passed Fisher School of Technology approved IT related certifications are eligible to have those certifications translated into college credit. These certifications must be completed prior to enrolling in Hodges University. A maximum of 24 college credits toward a bachelor's degree (15 credits toward an associate degree) can be awarded for approved IT related certifications upon successful completion of a departmental exam, with a minimum score of 70 percent, to validate content knowledge and the submission of certification attainment documentation. There are no fees attached for testing or to award this credit.

In order to guarantee success, a student may request a free exam to validate prior learning completed more than five years ago and in which a student earned a grade of C or better. A student must pass the challenge exam with a minimum score of 70 percent in math, and all computer and science courses. After passing the exam, a student may transfer the grade earned on the transcript.

The student must contact the Registrar's Office to register for the exam. A student may opt not to transfer in prior credit after completing the exam. A validation exam will not be required if transfer credits are from at least an associate degree from an accredited institution or its equivalent.

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ONLINE LEARNING

Change the first sentence in the second paragraph to the following: Online courses taught at Hodges University may require a proctored final exam

Page 29

GRADING SYSTEM AND PROGRESS REPORTS

Change the first paragraph to the following:

Faculty report student progress in each course on the dates listed on the student calendar in MyHUgo. A student will be dropped from a course if the instructor determines he/she is no longer actively participating in the course. Final grades are reported at the completion of each grading term. Both of these are available to students in WebAdvisor.

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STUDENT ATTENDANCE POLICY

Change the second paragraph to the following:

Student attendance and participation in courses are monitored on the basis of progress reports or final grade reports submitted by instructors during the fourth, eighth, 12th and 15th weeks of each term. For a student enrolled in an SPL-program, the student's faculty advisor verifies the student completes an academic related activity by the fourth week of access in order to be eligible for federal or state financial aid funds. When an instructor identifies a student who is not actively participating in any course, the student will be dropped from the course.

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Add the following before **COURSE OPTIONS**.

SELF-PACE LEARNING COURSES

Access to tuition-free self-paced learning courses are available to students and must complete a Letter of Understanding available in the MyHUgo portal.

- In order to register and have access to a tuition-free self-paced learning course, a student must adhere to the following guidelines:
 - Be registered full-time once the drop/add period ends.
 - Cannot be required to complete remedial courses or IEP courses.
 - Cannot take a course that needs to be repeated in the self-paced learning format.
 - Institutional GPA must be a 2.0. New students are exempt from this requirement.
- Students will have six months of access if continuously enrolled full-time. Full-time status is reviewed after the drop/add period of every semester. If a student drops under the full-time requirement by the end of drop/add period of any semester, the tuition-free access will be removed.

- The student is encouraged to contact the Office of Student Financial Aid to verify full-time status eligibility and to verify funding for the required course materials or other required fees.
- The Self-Paced Learning format is a 100 percent online delivery format.
- Self-Paced Learning courses are delivered via Blackboard.
- Students must have a high-speed Internet connection and a PC or Mac to successfully complete their course requirements.
- A faculty mentor is provided in every course.
- Some courses require the usage of third-party software.
- All additional fees will be assessed to the student on his/her student account, which will include lab fees, resource fees, online fees, and/or any other fees that are assessed per course section.
- Some courses use a proctoring service to proctor the final assessments. Assessment exams that require proctoring are clearly marked. Proctoring software must be downloaded to use the service. There are no fees to the student to use this service.
- Students should review the course syllabus to determine how the final grade will be calculated.
- Students must complete the Exit Survey and Final Instructions in order to have their final grade posted. The student will need to submit a new SPL request form if he/she wishes to enroll in another course.
- If students have specific questions regarding their course or the content contained within the course, they are to contact their faculty mentor.
- Any course that a student starts in the SPL format but does not complete at the end of an access period will be given a U (unsatisfactory) grade. The U grade does not display on the transcript. If the student registers for the next subsequent access period, he/she will continue on within their Blackboard section without the loss of any progress he/she has made.
- Students only have two access periods to complete a course with coursework moving forward. After two access period attempts, the student will be required to start the course from the beginning.
- All prior academic transcripts must be reviewed and evaluated in order to determine course sequencing.
- After faculty submit final grades for posting, it may take three business days for credits to be awarded on the transcript.
- Students are expected to check their Hodges email account on a daily basis.
- All work must be submitted one week prior to the end of the subscription period for grade calculation consideration purposes. This is an administration-processing requirement.
- The digital design and graphing courses have additional technical requirements.

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ONLINE COURSES

Change the first bullet to say the following:

- Online classes may be offered as a 15-week course or an accelerated 7 ½-week course. Online courses may require the completion of an online proctored final exam.

Page 42

MINORS – Delete the International Business minor.

Page 54

Area I, **B. Cybersecurity and Forensics Core**, change Total Networking Core to Total Cybersecurity and Forensics Core

Page 58

In the **Finance Core**, change the name of the course from Principles of Finance to Managerial Finance.

Change the **Liberal Arts Component** to the following:

Required within the minimum of 32 semester hours of liberal arts/general education are at least three (3) credits in each of the following: English composition, mathematics or science (to include statistics), humanities or fine arts, and social or behavioral sciences. A course in computer applications is also required.

Page 68

At the bottom of the **Software Development Core**, change the name Total Networking Core to Total Software Development Core.

Page 76

Change the **Total Criminal Justice Component** total from 28 to 32.

Page 81

In the first paragraph of the **ASSOCIATE IN SCIENCE IN PHYSICAL THERAPIST ASSISTANT** description, change the last two sentences to the following:

PTA courses are only provided in a traditional format. Other courses are offered in both the traditional and online delivery format.

In the **Physical Therapist Assistant Core**, change the course prefix of PTA1020 to PTA2020 for Neurological Disorders and Treatment w/ Lab, change the course prefix of PTA2001 to PTA1011 for Musculoskeletal Disorders/Pathology w/ Lab, change the course prefix of PTA3520 to PTA2520 for PTA Seminar, and change the course prefix of PTA3521 to PTA2521 for PTA Capstone w/ Lab along with the semester hours from 2 to 4. Change the **Total Physical Therapist Assistant Core** total from 38 to 40.

Page 82

Change the **Total Semester Hours for Graduation Requirement** from 72 to 74.

Pages 97-101

Replace the last sentence of **CCJ1400** with the following: This is a required course for the associate degree and for the bachelor degree. It must be taken during the first semester of taking criminal justice courses. Prerequisite: CAP1000 and ENG1101

Add a new last sentence and change the prerequisite for **CCJ1800, CCJ2001, CCJ2050, CCJ2101, CCJ2800, and CCJ3131** as follows: This is a required course for the associate degree and for the bachelor degree. Prerequisite: CAP1000 and ENG1101, Co-requisite: CCJ1400

Add a new last sentence and change the prerequisite for **CCJ2500, CCJ3000, CCJ3010, CCJ3030, CCJ3050, CCJ3210, CCJ3220, CCJ3222, CCJ3300, CCJ3410, CCJ3450, CCJ3500, CCJ3555, CCJ3750, and CCJ3911-4** as follows: This course is for elective credit. It is a not a required course. Prerequisite: CAP1000, ENG1101, and CCJ1400

Add a new last sentence and change the prerequisite for **CCJ3501-4** as follows: This course is for elective credit. It is a not a required course. Prerequisite: CAP1000, ENG1101, CCJ1400, and permission from the Program Chair

Add a new last sentence and change the prerequisite for **CCJ3700** as follows: This is a required course for the bachelor's degree. Prerequisite: CAP1000, ENG1101, and CCJ1400

Add a new last sentence for **CCJ4000 and CCJ4001** as follows: This is a required course for the bachelor's degree.

Delete the course, **CCJ4900 Pre-Internship**.

Add a new last sentence for **CCJ4901-4** as follows: This course is for elective credit. It is a not a required course.

Add a new last sentence and change the prerequisite for **CCJ492-4** as follows: This course is for elective credit. It is not a required course. Prerequisite: CAP1000, ENG1101, CCJ1400, and permission from the program chair. Students interested in doing an internship must first meet the program chair at least one semester before participating in an internship.

Page 116

Change the name of FIN3403 from Principles of Finance to Managerial Finance. Revised course description to: Financial techniques and analysis for business decision-making which build upon the prerequisites of economics, accounting, and statistical methods. The major tools include cash flow, financial statement structure and analysis, the time value of money, and risk. Specific topics studied with these tools include working capital management, asset investment and capital budgeting, corporate financial structure and the choice of debt vs. equity financing, financial market valuations, and the financial implications of business strategic decisions. Prerequisites: FIN3000, ACG2021 or permission of the faculty/program advisor/program chair and dean.

Page 123

Change the prerequisite for **HSA4150** to Prerequisite: HSA3154, HSA3129, ENG2102 with a C or better or permission of the dean of Allied Health

Change the prerequisite for **HSA4164** to Prerequisite: HSA3111, HSA3129, ENG2102 with a C or better or permission of the dean of Allied Health

Page 125

Change the prerequisite for **IDS3501-4 Service Learning** to Prerequisite: IDS1000.

Pages 128-129

Remove COM2100 as a prerequisite from the following courses: **ISM4021, ISM4120, ISM4310, and ISM4610.**

Page 134

Insert the following new course:

LST3100 Animal Law 4 Credits

Animal law is currently reported to be one of the fastest growing areas of the law. This course examines the role of animals in the law through various legal theories in property, tort, contract, trusts and estates, criminal, and constitutional law. More than simply an introspective into companion animals, the student will also study the law's treatment of wildlife and animals used for commercial purposes such as entertainment, food, and research. The student begins by considering such elementary issues as the definition of "animal" and emerges from the class with a thorough understanding of the diverse, complicated and evolving world that is animal law.

Prerequisite: ENG1101

Page 146

Add a new last sentence and change the prerequisite for **PSY3601** as follows: Must be a veteran or service member of the United States Armed Forces in order to become a Certified Veteran's Peer Specialist Prerequisite: PSY3600 or program chair approval

Page 147

Change the prerequisite for **PSY4914** as follows: Prerequisites: PSY3700, ENG1101, 16 credits of psychology classes, completion of the additional four credit course PSY3420 Professional Ethics in Chemical Dependency Counseling with at least a C.

Change the course prefix for PTA1020 to PTA2020.

Page 149

Change the course prefix for PTA3520 to PTA2520.

Page 149

Change the course prefix from PTA3521 to PTA2521 and change 2 Credits to 4 Credits.

Page 151

Remove James Stamper as a member of the Board of Trustees.

Page 152

Remove Philip Memoli as the Vice President of Donor Relations/Stewardship.