

American University of Kuwait  
**Catalog**



**2004-2005 Edition**

Effective Fall 2004



# American University of Kuwait Catalog



**2004-2005 Edition**

Effective Fall 2004

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# Contact and Correspondence Directory

**AMERICAN UNIVERSITY OF KUWAIT**  
**P.O. BOX 3323, SAFAT 13034, KUWAIT**  
**WWW.AUK.EDU.KW**

<b>General Information</b>	965-802-040, Ext. 203
Fax	965-572-4947
E-Mail	<a href="mailto:info@auk.edu.kw">info@auk.edu.kw</a>
<b>Office of Admissions</b>	965-802-040, Ext. 206
Fax	965-572-4947
E-Mail	<a href="mailto:admissions@auk.edu.kw">admissions@auk.edu.kw</a>
<b>Campus Services</b>	965-802-040, Ext. 226
Fax	965-574-9302
E-Mail	<a href="mailto:CampusServices@auk.edu.kw">CampusServices@auk.edu.kw</a>
<b>College of Arts &amp; Sciences</b>	965-802-040, Ext. 265
Fax	965-574-9302
E-Mail	<a href="mailto:DeanCAS@auk.edu.kw">DeanCAS@auk.edu.kw</a>
<b>Continuing Education Center</b>	965-802-040, Ext. 233
Fax	965-574-9302
E-Mail	<a href="mailto:CEdC@auk.edu.kw">CEdC@auk.edu.kw</a>
<b>Dean, Academic Affairs</b>	965-802-040, Ext. 265
Fax	965-574-9302
E-Mail	<a href="mailto:DeanCAS@auk.edu.kw">DeanCAS@auk.edu.kw</a>
<b>Executive Director Finance and Administration</b>	965-802-040, Ext. 209
Fax	965-574-9302
E-mail	<a href="mailto:FinAdmin@auk.edu.kw">FinAdmin@auk.edu.kw</a>
<b>Finance</b>	965-802-040, Ext. 207
Fax	965-574-9302
E-Mail	<a href="mailto:finance@auk.edu.kw">finance@auk.edu.kw</a>

# Contact and Correspondence Directory

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<b>Human Resources</b>	965-802-040, Ext. 212
Fax	965-574-9304
E-Mail	<a href="mailto:careers@auk.edu.kw">careers@auk.edu.kw</a>
<b>Information Technology</b>	965-802-040, Ext. 225
Fax:	965-574-9302
E-Mail	<a href="mailto:its@auk.edu.kw">its@auk.edu.kw</a>
<b>Intensive English Program</b>	965-802-040, Ext 216
Fax:	965-574-9302
E-mail:	<a href="mailto:IntensiveEnglish@auk.edu.kw">IntensiveEnglish@auk.edu.kw</a>
<b>Library</b>	965-802-040, Ext. 231
Fax:	965 572-4947
E-Mail	<a href="mailto:library@auk.edu.kw">library@auk.edu.kw</a>
<b>Office of the President</b>	965-802-040, Ext. 208
Fax	965-574-9302
E-Mail	<a href="mailto:president@auk.edu.kw">president@auk.edu.kw</a>
<b>Physical Plant</b>	965-802-040, Ext. 209
Fax	965-574-9302
E-mail	<a href="mailto:PhysicalPlant@auk.edu.kw">PhysicalPlant@auk.edu.kw</a>
<b>Office of the Registrar</b>	965-802-040, Ext. 206
Fax	965-572-4947
E-mail	<a href="mailto:registrar@auk.edu.kw">registrar@auk.edu.kw</a>
<b>Public Relations &amp; Marketing</b>	965-802-040, Ext. 211
Fax	965-572-4947
E-Mail	<a href="mailto:mdc@auk.edu.kw">mdc@auk.edu.kw</a>
<b>Student Affairs</b>	965-802-040, Ext. 232
Fax	965-574-9302
E-Mail	<a href="mailto:StudentLife@auk.edu.kw">StudentLife@auk.edu.kw</a>
<b>Student Accounts and Financial Aid</b>	965-802-040, Ext. 207
Fax	965-574-9302
E-Mail	<a href="mailto:finance@auk.edu.kw">finance@auk.edu.kw</a>



# American University of Kuwait

## ACADEMIC CALENDAR 2004-2005

### FALL 2004

#### August

7-14 Sa-Sa Faculty Orientation

#### September

6-8 M-W Testing, Advising and Registration

11 Sa Isra' wa Al-Mi'raj Holiday. University offices closed \*

12 Su New Student Orientation

14 Tu Fall Classes begin  
Late Registration begins (with KD 100 Fee)

21 Tu Late Registration ends

21 Tu Last Day to add and drop a Fall course  
Last Day to drop a Fall course with a 90% refund  
Last Day to withdraw from the University with a 90% refund  
Last Day to submit Permission for Audit Form  
Last day to apply for a Pass/Fail option

28 Tu Last Day to withdraw from a Fall course with a 50% refund  
Last day to withdraw from the University with a 50% refund

#### October

16 Sa Holy Month of Ramadan begins \*

#### November

3 W Midterm grades due in Registrar's Office

9 Tu Last day for students to withdraw with a W

14-17 Su-W Eid Al-Fitr, No classes  
University offices closed \*

27 Sa Advance Registration for Spring begins

#### December

25-Jan 1 Sa Winter Break. No classes

#### January

2 Su Classes resume

5 W Last Day of Fall Classes

8-9 Sa-Su Study Days

10-12 M-W Final Examinations

15-16 Sa-Su Final Examinations

18 Tu Final Grades due to Registrar

20-23 Th-Su Eid Al-Adha. University offices closed \*

# American University of Kuwait

## ACADEMIC CALENDAR 2004-2005 CONTINUED

### SPRING 2005

#### February

5-6	Sa-Su	Testing, Advising and Registration
8	Tu	Spring Classes begin Late Registration begins (with KD 100 fee)
12	Sa	Al-Hijri New Year. University Offices closed *
16	W	Last day to add and drop Late Registration ends Last Day to drop a Spring course with a 90% refund Last day to drop from the University with a 90% refund Last Day to submit Permission for Audit Form Last day to apply for a Pass/Fail option
23	W	Last Day to withdraw from a Spring course with a 50% refund Last day to withdraw from the University with a 50% refund
26	Sa	Liberation Day University closed
27	Su	National Day Observed University closed

#### March

30	W	Midterm Grades due in Registrar's Office
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#### April

2-8	Sa-F	Spring Break. No classes
9	Sa	Classes resume
16	Sa	Last Day for students to withdraw with a W
23	Sa	Prophet's Birthday. No classes, University offices closed *
24	Su	Advance Registration for Summer and Fall begins

#### May

30	M	Last Day of Spring Classes
31	Tu	Study Day

#### June

1	W	Study Day
4-8	Sa-W	Final Examinations
12	Su	Final Grades Due to the Registrar

*\* Islamic holidays are determined after sighting the moon. Thus, actual dates may not coincide with the dates in this calendar. In the event of loss of teaching days due to unscheduled closings, AUK reserves the right to extend the Academic Calendar as necessary.*

# Board of Trustees

The American University of Kuwait is governed by a self-perpetuating and self-governing Board of Trustees, currently comprised of 15 members. The Board has its own By-Laws which include committees that oversee all aspects of University life.

**SHAIKHA DANA NASSER SABAH AL-AHMED AL-SABAH**  
**Founder and Chair, Board of Trustees, American University of Kuwait**  
 Chair, United Education Company  
 General Manager, Al-Futooh Investment Company

**WAEEL ABDUL-GHAFOOR**  
**Co-Founder, American University of Kuwait**  
 Chair, American School of Kuwait

**MISHAAL AL-ALI**  
**Co-Founder, American University of Kuwait**  
 CEO, National Offset Company

**FAISAL AL-AYYAR**  
 Managing Director and CEO, Kuwait Projects Company (KIPCO Group)

**JASSEM AL-MOUSA**  
 Vice Chair, Kuwait Financial Center

**NABEELA AL-MULLA**  
 Ambassador and Permanent Representative of the State of Kuwait to the United Nations, New York

**THOMAS BARTLETT, PH.D.**  
 Former President, Colgate University and American University of Cairo. Former Chancellor, Alabama, Oregon and New York State University Systems. Member, Board of Trustees, American University of Cairo

**JAWAD BEHBEHANI, PH.D.**  
 President, Kuwait Association of Dental Research. Dean, College of Pharmacy, Kuwait University

**MAY Y. BEN-ESSA**  
 General Manager, Omer Bey Stores, Kuwait  
 General Manager, Al-Bayan Bilingual School, Kuwait

**AMEENAH RAJAB FARHAN, PH.D.**  
 Chair, Physics Department, Kuwait University

**SHAFEEQ GHABRA, PH.D.**  
 Founding President, American University of Kuwait

**ANN KERR**  
 Fulbright Coordinator, UCLA International Institute, Los Angeles. Member, Board of Trustees, American University of Beirut

**SAMER KHANACHET**  
 President, United Gulf Management, Inc., Boston

**WALID MUBARAK, PH.D.**  
 Chair, Social Science and Education Division, Lebanese American University

**ADNAN SHIHAB-ELDIN, PH.D.**  
 Chair, Director of Research, OPEC, Vienna

# Message from the President

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## Dear Students:

It is my distinct pleasure to welcome you to AUK. Together, we are making educational history for Kuwait and the Gulf region.

Our entering freshman in Academic Year 2004-2005 will be the first class of the American University of Kuwait—the first to graduate from this institution we are building together.

In a changing and interconnected world that cuts across disciplines and across functions in education and in the private and public sectors, the American University of Kuwait is devoted to providing its students with the tools, skills, experiences, and motivation to think critically, reason logically, communicate effectively, and write creatively while deepening their understanding of different fields of knowledge. We have created for you and future students an excellent, innovative, relevant and high quality academic program focusing on Liberal Arts and Management and Business Administration that will prepare you for your career and life beyond the University.

We have established for you an American style education in Kuwait. This means that the academic calendar, the degree requirements, the curriculum and courses, the methods and standards of instruction in the classroom as well as student life on Campus are all patterned after the best institutions in the United States.

You are the world citizens of tomorrow. With our knowledge and experience and your hard work, we will learn from each other. Together, we will create the future.

With best wishes for a wonderful experience at the American University of Kuwait.

A handwritten signature in orange ink, appearing to read 'Shafeeq Ghabra', with a horizontal line extending to the right.

**Shafeeq Ghabra, Ph.D.**

President

The American University of Kuwait

# University Administration

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Dr. Shafeeq Ghabra, President  
Dr. Samih K. Farsoun, Dean, Academic Affairs and the College of Arts and Sciences  
Dr. Carol Ross-Black, Dean, Student Affairs  
Mr. Maher Awwad, Executive Director, Finance and Administration  
Mr. Sean Dollman, Dean, Admissions and Registration  
Ms. Amal Al-Binali, Director, Public Relations and Marketing  
Ms. Eman Hassan, Director, Human Resources  
Mr. X. Prem Kumar, Director, Finance  
Mr. Ahed Okasha, Director, Information Technology

# Academic Administration

---

Dr. Samih K. Farsoun, Dean, Academic Affairs and the College of Arts and Sciences  
Dr. Ben Bennani, Chair, Division of Humanities and Social Sciences  
Dr. Victor Mazmanian, Chair, Division of Computer Science and Information Systems,  
Mathematics and Sciences  
Mr. Sean Dollman, Dean, Admissions & Registrations  
Ms. Mae Al-Hajjaj, University Librarian  
Ms. Farah Al-Nakib, Director, Admissions  
Mr. Mohamed Asem, Assistant Registrar  
Ms. Margaret Combs, Director, Intensive English Program  
Ms. Morgan Dollman, Director, Student Success Center  
Ms. Katha Kissman, Director, Continuing Education Center

# American University of Kuwait

- **The University**
- **AUK and Dartmouth College**
- **University Culture**
- **University Faculty**
- **University Campus**
- **University Library**
- **Computer Laboratories**
- **Science Laboratories**
- **Student Success Center**
- **E-mail Service**
- **Athletics and Recreation**
- **On-Campus Services**
- **The Media and Dialogue Center**
- **Continuing Education Center**

## THE UNIVERSITY

The American University of Kuwait (AUK) is an independent, private, equal opportunity, and co-educational liberal arts institution of higher education. The educational, cultural, and administrative structure, methods and standards of AUK are based on the American model of higher learning. All instruction is conducted in English.

The American University of Kuwait is dedicated to providing high quality education to students from all sectors of society in Kuwait and to helping students learn and develop their skills and potential. While the research focus of faculty in many institutions of higher education makes the faculty and not the student the focus of the university, at AUK our emphasis is on the student. Our faculty is dedicated to quality teaching and enhanced learning for students, preparing them for subsequent careers in business, the professions, and public service. The University's mission is also to contribute to the intellectual and cultural life of Kuwait.

## Vision

AUK's vision is to create a dynamic and stimulating learning community based on the exploration, exchange and creation of knowledge. Through the framework of a liberal arts education, AUK envisions graduates who have learned to think critically and who will be armed with the breadth and depth of knowledge in various fields that are enhanced by cultural and intellectual diversity.

## Mission

The mission of AUK is:

- To provide students with a quality American-style liberal arts education.
- To prepare students for careers in private and public institutions and business.
- To serve society by helping to form individuals with the potential to become leaders in their fields, with a sense of moral responsibility and with a devotion to the values of knowledge and humanism.
- To contribute to the intellectual and cultural life of Kuwait.

## Values

The values that guide AUK are:

- AUK values freedom of thought and expression and emphasizes the need for students to learn how to think critically.
- AUK recognizes the importance of a strong and diverse educational experience and knowledge in varied fields.
- AUK values a multi-cultural environment and an active campus life.
- AUK values the importance of state-of-the-art technology in education and problem solving.
- AUK values the importance of faculty and student research, faculty commitment to teaching, students' commitment to learning, and the dedication of all to the criticism and growth of knowledge.
- AUK values the balance between a strong liberal arts program and developing a career specialty for students.

## AMERICAN UNIVERSITY OF KUWAIT AND DARTMOUTH COLLEGE, USA

The American University of Kuwait and Dartmouth College in Hanover, New Hampshire (USA), have signed a memorandum of understanding that will allow the two institutions to initiate a series of advisory, consultative, and cooperative projects over the next five years. Areas of interest include consultation on curriculum development, advice on university administrative issues and, student participation in programs with the Rassias Foundation and the Tuck Business School's prestigious "Bridges" program for undergraduates. Additionally, a series of seminars and conferences to advance the understanding of liberal arts and business education in Kuwait and the Arabian Gulf region will be launched. The Memorandum of Understanding reflects AUK's commitment to creating the best in liberal arts education, drawing from the rich tradition and expertise of Dartmouth, and Dartmouth's recognition of the AUK commitment to quality.

Dartmouth College is a private, coeducational institution of higher learning founded in 1769. A member of the Ivy League, it is an undergraduate residential college that features thriving scholarship and research, graduate programs in the arts and sciences, and professional programs in business, engineering and medicine. For more information about Dartmouth College, please visit [www.dartmouth.edu](http://www.dartmouth.edu).

### UNIVERSITY CULTURE

The American University of Kuwait is committed to creating an enlightened and progressive educational culture in which all students, faculty, administration and staff, regardless of nationality, creed, or position, will co-exist and help create a dynamic and equitable environment. All members of AUK are expected to respect the diverse nature of the AUK community and interact in a manner that is respectful of such, and that supports a commitment to lifelong learning and the pursuit of academic excellence in higher education. The University encourages the freedom to engage in academic inquiry, and the fair exchange of ideas,

and as such supports open access to and dissemination of information.

The University founders uphold the philosophy that one cannot create a true enlightened academic environment without upholding and practicing the very virtues and ideals it hopes to instill in its students. In upholding the highest standards of professional behavior and ethical conduct among its administration, faculty, staff, and students, the University Administration hopes to create a community of scholars and students who will benefit from AUK's collegial atmosphere. Through these principles, AUK is prepared to reinvent and improve itself continuously as a community and as an institution.

### UNIVERSITY FACULTY

The faculty of the American University of Kuwait is a group of highly qualified and trained academicians and professionals who are committed to high standards of teaching excellence and proficient in the use of technology in teaching and research. Full-time teaching faculty members at AUK have acquired their terminal degrees from institutions in the United States, Canada or Europe and have taught as well in the American or Canadian academic systems. The AUK faculty is a diverse group of exceptionally talented teachers-scholars.

### UNIVERSITY CAMPUS

The campus of AUK is located in the Salmiya district at the intersection of Salem Al-Mubarak and Amro Ibn Al-'Asse Streets in the middle of one of Kuwait's most vibrant and prestigious neighborhoods.

AUK opened its doors in the fall semester of 2004 and conducts its academic activity in new, rehabilitated and refurbished facilities, which will expand significantly in the coming years to include a multipurpose Auditorium-Theater, a Student Union Building, a Gymnasium/Sports Complex, and a separate building for the School of Management and Business Administration. AUK's

Campus has the requisite number of classrooms, computer, science and language laboratories, an administration building, a state-of-the-art Library, coffee shops-restaurants, and sports fields. The Campus has parking spaces for administration, faculty, staff, and students. It is beautifully designed and landscaped. A central courtyard and garden next to the Library and the central campus classrooms provides outdoor shade and respite from the hectic activities. It offers an inviting, pleasant place for students, faculty, and staff to enjoy, relax and study.

Campus life is an integral part of a student's University experience at AUK and brings students, faculty, and staff together as one community. Students are encouraged to participate in campus events and use the resources available to them on campus to further enhance their educational experience at AUK. For example, the Student Success Center will provide students with assistance in their academic work, offering faculty and peer help in tutoring in all subjects.

Campus life contributes to making the time students spend on campus a continuous and valuable learning experience. Through both classroom learning and extracurricular activities, AUK students learn the critical skills, knowledge, and values needed to succeed effectively in today's modern societies in the region and internationally. Participation in extracurricular activities allows students to learn new skills and discover hidden talents, and, therefore, enhances their educational experience.

The University will have a student government association, a student-run newspaper and yearbook, intramurals, clubs, and organizations, theater and other organizations and activities which students can establish and in which they can participate.

AUK's location in the Salmiya district adds an important dimension to Campus life. It is located within walking distance to the country's most renowned restaurants, coffee shops, shopping malls, and movie theaters, as well as the seafont and the Scientific Center of Kuwait. The Salmiya district is active, lively, and secure.

## **A Safe Campus**

AUK offers 24-hour security service to ensure the safety of its community.

## **A Substance-Free Campus**

The laws of the country prohibit the consumption of alcoholic beverages and the use of drugs. AUK has a zero tolerance policy towards the use or consumption of alcohol or any narcotic substance. Any person who is found guilty of alcohol consumption and substance abuse is subject to immediate expulsion from the University.

## **Smoking Policy**

Smoking is permitted in designated areas only.

## **The Administration Building**

The Administration Building includes the Offices of the President, the Dean of Academic Affairs and the College of Arts and Sciences and the Executive Director of Finance and Administration. Additionally, the administration building houses the offices of Continuing Education, Human Resources, Finance, Media and Dialogue Center, PR and Marketing, and the Campus Bookstore.

## **The Academic Buildings**

Several academic buildings house classrooms, lecture halls, and computer and science laboratories of varied sizes. They are located in the middle of the campus. Classrooms are also located in the College of Arts and Sciences building. On the fourth floor of the College of Arts and Sciences Building are faculty offices. Part of the architectural master plan is the construction of additional academic buildings, for example one that will house the School of Management and Business Administration.

## **UNIVERSITY LIBRARY**

The University Library occupies a beautiful two-story modern space. It is a state-of-the-art, electronically wired University Library building. It



includes a large collection of books and periodicals in Arabic, English and other languages related to all the disciplines and degree programs that the University offers. The Library holds the necessary reference books and journals for the courses and disciplines that are offered by the University. It is computerized and also has online subscriptions to academic and intellectual journals that will be needed for classroom instruction and academic research. Inside the Library, the Learning Resource Center and computer stations allow access to the latest information available. All Library resources are available to members of the AUK community and other authorized users.

As an important resource for learning, teaching, and research, the University Library provides academic support for students, faculty, and staff. Valid AUK I.D. or specialized authorization cards are required for Library use.

The Library staff coordinates the acquisition, cataloging, and utilization of print and electronic resources.

The Library maintains a Reserve Section for instructional purposes where faculty place course materials on Reserve. Reserve materials are available for use for a limited time period and must be returned to the Reserve Desk.

Specialized Reserve and Reference Librarians are available in the Library to help students, faculty, and staff identify, locate, and use Library resources.

### COMPUTER LABORATORIES

The AUK Office of Information Technology (IT) maintains a computer network that serves students, faculty, staff, and administration. Computer Labs for use by the students are available. The University will have instructional labs as well as open labs (during non-class periods) for access to the World Wide Web for research and learning purposes. AUK's computer network uses state-of-the-art fiber optic cables connecting the whole campus community and is the fast and direct gateway to World Wide Web. The IT Office provides

personal assistance in computer use. Throughout the academic year, short training courses are offered to students, administration, faculty, and staff on the use of computer technology and software programs available at the University.

### SCIENCE LABORATORIES

AUK maintains instructional science laboratories in the major scientific disciplines: Biology, Chemistry and Physics. These labs are fully equipped for instructional laboratory exercises. Standards of use are established and rigorously enforced by the faculty and the lab assistants to help insure safety.

### STUDENT SUCCESS CENTER

The Student Success Center, a program within the Office of Student Affairs, provides academic assistance to all currently registered AUK students. Faculty and peers provide assistance through supplemental instruction, group study and tutoring. Students can also receive assistance with time management, study habits and note taking skills. The primary mission of the Student Success Center is to help students enhance academic performance thus realizing their full potential.

### ELECTRONIC MAIL (E-MAIL) SERVICE

Students, faculty, staff, and administration are provided with an e-mail account. E-mail is an essential means of communication in the University. It serves as a means of communication and of education. Faculty may use e-mail for instructional purposes. Any instructional use of e-mail or group discussion sites by faculty will be indicated in the syllabus.

An AUK e-mail account is a privilege and is subject to the computer usage policies of the University. University e-mail accounts are not for use in private or personal commercial or business transactions. Abuse of the e-mail account will not be tolerated by the University. Any purposeful activity of creating and/or disseminating computer viruses

will result in serious penalty including suspension or dismissal from the University.

## **ATHLETICS AND RECREATION**

### **The Gymnasium (Sports Complex) and Fitness Center**

Outdoor soccer, basketball and volleyball athletic fields are available for competitive and recreational sports activity. Separate men and women lockers and showers are also available near the playing fields. In the future, the University will build a Sports Complex for the benefit of its students and the AUK community. The Sports Complex will house a fitness center and indoor athletic courts. Such a Complex may also house a theater for student productions and instructional purposes.

### **Intramural Sports**

Through the Office of the Dean of Student Affairs, AUK organizes intramural sports for both men and women. Students are encouraged to participate in sports activities as such activity is helpful for the physical and mental health of the individual and helps train the individual in team coordination, organization, and leadership skills.

## **ON-CAMPUS SERVICES**

### **Dining Services and Coffee Shops**

On the ground floor of the Arts and Sciences Building, a coffee shop/restaurant is available with a rich variety of coffees and foods. A coffee shop is also available in the Library on the mezzanine level overlooking the central garden/courtyard. Both are easily accessible to students, faculty, and staff.

### **Campus Bookstore**

The Campus Bookstore is located on the ground floor of the Administration Building. Students are able to purchase textbooks and educational supplies as well as books for general readership in-

cluding fiction and non-fiction, and current regional and international affairs in Arabic and English. In addition, the Campus Bookstore has varied clothing and gift items with the AUK logo or seal.

### **Health Care Center**

AUK maintains a Health Care Clinic that is staffed by a Staff Nurse for first aid, primary medical care, and minor emergency care for University students, faculty, administration, and staff. Emergencies and serious health cases are immediately referred to the nearby Mowasat Hospital.

### **Banking**

The University houses two ATM Machines provided by Burgan Bank.

### **Parking**

The University maintains designated parking facilities for the administration, faculty, staff and students. Parking is free of charge.

### **Student Accounts**

An Office of Student Accounts is located in the Administration Building. After admission to the University, students pay their tuition and other fees at the Office of Student Accounts. Students will not be allowed to attend classes before payment of such fees or making satisfactory arrangements for such payments.

### **Financial Aid**

There are a limited number of student scholarships that are awarded on the basis of high scholastic achievement. Students who are awarded a scholarship must maintain a 3.0 GPA or better in order to retain their scholarship.

Students may also be able to help themselves financially through part-time or hourly employment in varied University programs, including the Library. The Office of the Dean of Student Affairs has the information on available positions in the varied University Programs.

## THE MEDIA AND DIALOGUE CENTER

The Media and Dialogue Center is AUK's center for the exchange of ideas and views on the issues, problems and challenges of the Arab and Middle East region. In addition to the many programs that it offers, the Media Dialogue Center will provide:

- Public Lectures
- Conferences
- Brainstorming sessions
- Research and production of papers and updates

## CONTINUING EDUCATION CENTER

AUK's Continuing Education Center (CEC) partners the rich educational resources of a university setting with the learning needs of the personal and professional community of Kuwait. The Center provides learning opportunities using a variety of formats including certificate programs, special offerings, courses, and workshops as well as customized programs and Training On Demand for area corporations, small businesses, and government entities. The faculty is drawn from the University and the professional community in Kuwait or internationally on an adjunct or visiting basis.

# Admissions, Registration, Tuition and Other Fees

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## DEAN

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## ADMISSIONS

The American University of Kuwait places special emphasis on quality education in liberal arts and business management. Applicants are considered on the basis of their educational qualifications regardless of race, color, gender, religion, age, disabilities, or national origin.

AUK accepts applications from individuals who have completed—or are about to complete—their secondary education and who have demonstrated academic achievement and seriousness of purpose. Admission to the American University of Kuwait is very competitive, and is based on evidence of potential for successful study and on available space in the entering Admissions Class.

Each semester, the Office of Admissions will evaluate all qualified applications and extend offers of admission to the most academically deserving applicants. The following criteria are considered by the Office of Admissions during the admissions decision process: the strength of courses taken and the grades achieved in high school, standardized test scores, relationship between grades and test scores, essays, recommendations, extracurricular activities, and the comparison of an applicant's overall competencies against those of other applicants.

The Office of Admissions is responsible for admitting all Undergraduate (First Year and Transfer) and Pre-University Intensive English students to the University. Students have the choice of being enrolled on a full-time basis (minimum of 12 credit hours and maximum of 17 credit hours per semester), or on a part-time basis (minimum of 3 credit hours and maximum of 9 credit hours per semester). Both full-time and part-time students should be working toward a degree. Non-degree students will not be accepted for the 2004-2005 academic year.

All inquiries, requests for application forms and subsequent correspondence should be addressed to: American University of Kuwait, Office of Admissions, P.O. Box 3323, Safat 13034, Kuwait.

## ADMISSION PROCESS

### Step I: Application

The complete Application Packet, including all material listed under Admissions Requirements, must be submitted to the Office of Admissions. The Office of Admissions will begin reviewing ap-

plications for the Fall Admissions Class starting March 1st of every year and will continue to accept and review applications and admit students on a rolling admissions (first come, first served) basis until the Admissions Class has been filled. Review of applications for the Spring Admissions Class will begin November 1st of every year. Applicants who submit their complete Application Packets can expect to receive notice of their acceptance through an Offer of Admission within 6 weeks of application submission.

### Step II: Confirmation

Once an applicant has received an Offer of Admission from AUK, additional material must be submitted to AUK in order to confirm the applicant's attendance. The confirmation material must be returned to AUK by the indicated date in order to hold the applicant's seat in the entering class. If the material is not received by this date, it will be considered as an indication that the applicant is no longer interested in attending AUK, and the applicant may lose his/her seat in the entering class.

### The following material must be submitted to the Office of Admissions to confirm the applicant's attendance to AUK:

1. Certificate of Finances: Admitted students who plan on attending AUK must complete, sign, and return the Certificate of Finances indicating their intent to attend AUK.
2. Enrollment Deposit: In order to guarantee that a student will in fact attend AUK after confirming so, a KD 250 non-refundable enrollment deposit must be submitted with the Certificate of Finances, holding the student's position in the entering class. The deposit will be credited to the student's first semester tuition amount.

### Step III: Final Transcript

Step III is relevant only to those students who apply to AUK while still in their final year of high school. All such accepted students who choose to attend AUK will be required to send in a final transcript upon graduation from high school, including any remaining test scores of students applying from a non-American high school system. Applicants

who have completed their secondary education in Kuwait must have the final transcript certified and stamped by the Kuwait Ministry of Education. If a student who is accepted into AUK submits a final transcript that no longer meets AUK's requirements, or if the student does not graduate from high school for whatever reason, AUK reserves the right to revoke that student's acceptance into AUK.

## ADMISSION REQUIREMENTS

In order to be considered as a candidate for admission, an applicant must submit a complete Application Packet which may be downloaded from the AUK web site at [www.auk.edu.kw](http://www.auk.edu.kw) or requested from the Office of Admissions. It is the responsibility of each applicant to ensure that all required information is completed and sent directly to the Office of Admissions.

### English Competency

As instruction at the American University of Kuwait is in English, evidence of English competency is required of all undergraduate applicants. This proficiency is demonstrated by achieving a minimum score of 190 on the computer-based Test of English as a Foreign Language (TOEFL). TOEFL scores are valid for 2 years. Undergraduate applicants may be eligible for exemption from the TOEFL prerequisite if they have fulfilled one of the following requirements:

1. Successful completion of a minimum of 24 credit hours of coursework with a minimum grade of "C" from an accredited post-secondary institution where English is the language of instruction.
2. Verbal score of 450 or above on the SAT I.
3. Evidence of continuous residency for at least five years immediately prior to application in a country where English is the primary language.
4. Successful completion of Pre-University Intensive English program at the American University of Kuwait.

Undergraduate applicants who wish to request an exemption from the English competency require-

ment should include in their Application Packet a signed letter to the Director of Admissions detailing the petition for exception. It is the responsibility of the applicant to provide the Office of Admissions with as much supporting documentation as possible to have approval of an exemption request.

### First Year Application Requirements

A First Year applicant is an undergraduate student who has not attended a university or college. Applicants for First Year admission must submit:

1. Complete Application Form with a nonrefundable application fee.
2. Official high school transcripts complete up to the time of application.
3. Results of the SAT I.
4. Results of the Test of English as a Foreign Language (TOEFL).
5. Personal essay written by the applicant.
6. Three letters of recommendation.

### Transfer Application Requirements

A Transfer applicant is an undergraduate student who graduated from high school, attended another college-level institution, and attempted one or more courses irrespective of credit earned. Applicants for transfer admission will be considered on a case-by-case basis and only if the student is eligible to return to the last institution attended as a regular student.

If an applicant has earned fewer than 24 semester hours (36 quarter hours) of college-level work with a minimum grade of “C” or its equivalent, the applicant must meet Transfer and First Year application requirements. Applicants for Transfer admission must submit:

1. Complete Application Form with a non-refundable application fee.
2. Official transcript of college-level courses attempted for each college attended. If courses are in progress at the time of application, a final official transcript must be sent to the Office of Admissions upon completion.
3. Transfer applicants are required to meet the

English Competency requirement. The Office of Admissions may require individual transfer applicants who have successfully completed 24 credit hours of coursework at a non-English instruction institution to also submit TOEFL results.

4. A complete copy of high school records, including SAT I and TOEFL results, if fewer than 24 semester hours (36 quarter hours) with a minimum grade of “C” have been earned at another college or university.

On a space-available basis, all Transfer applicants will be considered who submit the documentation outlined above, who are eligible to return to the last institution attended, and who have a minimum cumulative Grade Point Average (GPA) of 2.0 or better (on a 4.0 scale) calculated on all previous institutions attended. If accepted for admission, coursework completed at other equivalent institutions with a minimum grade of “C” will be evaluated for possible transfer to AUK.

### Intensive English Program Application Requirements

Pre-University Intensive English Program students are required to take between one and three semesters of Intensive English courses. The duration of the program will be determined by a placement test administered by AUK. Applicants to the Pre-University Intensive English Program must submit:

1. Complete Application Form with a nonrefundable application fee.
2. Official high school and/or university-level transcripts complete up to the time of application.
3. Results of the AUK language placement test.
4. A personal essay written by the applicant.
5. Three letters of recommendation.

### ADDITIONAL INFORMATION FOR APPLICANTS

#### AUK Application Form

The Application Form must be completed in full and signed by the applicant, guaranteeing that all information provided is truthful and accurate.

## High School Transcript

Two official and sealed copies of an applicant's high school transcript must be submitted with the Application Packet, which should list the subjects studied, grades received, and degree earned throughout high school. Unofficial or unsealed copies of transcripts will not be accepted. If the transcript is in a language other than Arabic or English, the transcripts should be accompanied by a certified English translation.

The minimum accepted cumulative Grade Point Average (GPA) an applicant must have in order to be considered for admission into AUK is a 2.0. Having a 2.0 GPA, however, does not guarantee acceptance into AUK. A decision of acceptance is made based on all admission criteria combined, and based on the overall standard of all applicants.

If an applicant is still in the final year of high school at the time of submission of an application, the transcript should include his/her GPA up until the end of the first semester of that year. Applicants who are accepted into AUK must submit an official final transcript from their high school.

If an applicant has already graduated from high school, the transcript must be the final transcript received upon graduation from high school. Applicants who have completed their high school education in Kuwait must have the transcript certified and stamped by the Kuwait Ministry of Education (Kuwaiti citizens only), or by the applicant's embassy in Kuwait. Kuwait Ministry of Education certificates are never considered expired by AUK.

## Information on Non-American Secondary School Degrees

The following is a list of some common certificates and the corresponding minimum requirements for admission into AUK. All non-American high school students must provide official transcripts of their course work and grades of all their years in secondary school, issued by their high school, along with any final test scores and/or leaving certificates.

- **IGCSE, GCSE, GCE (British System):** A minimum of 11 years of schooling is required, and the school leaving certificate must be provided. Students must complete a minimum of eight (8) different subjects with a minimum grade of C for each subject. Only subjects classified as academic (including arts and creativity group subjects) will be accepted for admission consideration.
- **National Secondary School Certificates: Non-Modular Path (Arts or Science):** Minimum score required is 70%.
- **National Secondary School Certificates: Modular Path (all subjects):** Minimum Grade Point Average required is 2.0.
- **International Baccalaureate (IB):** Must complete any six (6) subjects, with at least three (3) at the higher level. The equivalent GPA minimum requirement is 2.0.
- **Indian Board(s) Certificates:** Completion of one of the following (12th Standard): Higher Secondary School Certificate; Intermediate Examination Certificate; All India Senior School Certificate.
- **Pakistani Board(s) Certificates:** Higher Secondary School Certificate (Part II) required.
- **Lebanese Baccalaureate:** Completion of Baccalaureate Part II required.
- **French Baccalaureate or equivalent:** Completion of Baccalaureate required with minimum overall score of 10 (passable/moyen) from a lycée accredited by the French Ministry of Education.

## Test of English as a Foreign Language (TOEFL)

AMIDEAST is the only organization in Kuwait that is licensed by Educational Testing Services (ETS) to administer the Test of English as a Foreign Language (TOEFL) exam. TOEFL scores should be no more than two years old at the date of application, and an official score report must be submitted to complete the Application Packet.

In order to have an official TOEFL score report sent to the Office of Admissions, AUK's official School Code (8414) must be included in the appropriate place on the TOEFL exam paper. Official scores take anywhere between four and six weeks to reach AUK from ETS.

If students have a limited knowledge of the English language, students are urged to take the TOEFL as early as possible in order to know their scores. If the score is below 190 on the computer based TOEFL, applicants should apply to the Pre-University Intensive English Program and will not need to take the SAT I. If the score is above 190 on the computer based TOEFL, applicants should apply to AUK as an undergraduate applicant and must, therefore, take the SAT I.

### **SAT I: Reasoning Test**

Students who are admitted into AUK as Pre-University Intensive English Program (students with scores that are below 190 on the computer based TOEFL), will not be required to submit scores on the SAT I with their applications. However, upon completion of the Intensive English Program, Pre-University students will be required to take the SAT I before being officially registered as undergraduate students the following year.

If the student is intending to be admitted as an undergraduate student, the student is required to submit SAT I: Reasoning Test scores with the Application Packet, regardless of the secondary school background. The purpose of the SAT I is to determine the level of an applicant's competencies in relation to their TOEFL, transcript, letters of recommendations, and essay and to provide a comparison of an applicant's strengths with those of other applicants.

If the student's high school does not offer the SAT, the student must contact AMIDEAST for information on registering for and taking the SAT I in Kuwait. Test dates are set by ETS, and the test is administered at the same date worldwide. Students must register with AMIDEAST in advance in order to take the SAT I test on one of the set dates. Applicants are strongly urged to take the SAT I as early as possible, in order to guarantee timely score reporting by the AUK application deadline dates.

SAT I scores should be no more than two years old at the date of application, and an official score report must be submitted to complete the Application Packet. The official score report must be sent to AUK directly by ETS. In order to have

an official score report sent to AUK by ETS, AUK's official Distinguished Institution (DI) Code (4185) must be included in the appropriate place on the SAT I exam paper.

### **Optional Examinations**

#### **SAT II: Subject Tests**

AUK does not require any SAT II: Subject Tests for admission. However, applicants who have taken Subject Tests are encouraged to submit these scores along with their SAT I scores. High scores will help determine an applicant's chance for success at AUK, and will add favorably to his or her overall application material.

AUK will not award course waivers or course credits for any SAT II: Subject Tests. Scores will be used for admission and placement purposes only.

SAT II scores should be no more than two years old at the date of application. The official score report must be sent to AUK directly by ETS. In order to have an official score report sent to AUK by ETS, AUK's official Distinguished Institution (DI) Code (4185) must be included in the appropriate place on the SAT II exam paper.

#### **Advanced Placement (AP)**

AUK awards college credit for scores of 4 and 5 on certain Advanced Placement examinations for the corresponding AUK courses. The student will receive the relevant credit hours for the corresponding course without having to take the course at AUK. However, grades received in the AP course in high school will not be factored into the student's Grade Point Average at AUK, but the earned AP credit will count towards the minimum 120 credit hours needed for the degree programs.

If a student subsequently takes and receives credit for a course for which AP credits have been awarded, the AP credits will be removed.

The official score report must be sent to AUK directly by ETS. In order to have an official score report sent to AUK by ETS, AUK's official Distinguished Institution (DI) Code (4185) must be included in the appropriate place on the AP exam paper.



## Letters of Recommendation

Students must submit three official and sealed letters of recommendation in order to be considered for admission. At least one should be from the principal or guidance counselor of the school from the last school attended, and the remaining two must be from two different high school teachers. Recommendation Forms are provided in the Application Packet. The Counselor Recommendation Form must be given to the principal or guidance counselor. Each letter must be signed and sealed in an envelope by the individual writing the letter to be considered official. If the letters are in a language other than Arabic or English, each letter should be accompanied by a certified English translation.

## Personal Essay

Students must submit a Personal Essay written in English with the Application Packet. More information on the topic and format of the essay is provided on the Application Form. As pertaining to every other portion of the Application Packet, the Personal Essay is considered confidential, and will only be read by the AUK Admissions Committee.

## Application Fee

Students must submit a non-refundable application-processing fee of KD 35 with the Application Packet. Packets received without the fee will not be processed or reviewed. Only fees paid by check or money order, made payable to the American University of Kuwait, may be sent inside the Application Packet envelope. If students wish to pay in cash, students must do so at the cashier window at AUK and must then submit a copy of the cash receipt with the Application Packet.

## PROVISIONAL ACCEPTANCE

### STATUS (PASS) PROGRAM

The Provisional Acceptance Status (PASS) is a conditional admissions program for a select group of students who narrowly missed the academic

requirements of the American University of Kuwait. PASS students must meet the TOEFL requirement and must show potential for successful study at the American University of Kuwait.

Students admitted to the PASS program must meet the following requirements during their first year of study in order to continue their enrollment at AUK:

- May register for a maximum of 13 hours per semester of introductory level coursework during the first year.
- Must enroll in EDUC 100 Essentials of Learning (1).
- Must participate in the Student Success Center's academic support program.
- Must successfully complete 24 hours of coursework at AUK with a grade of "C" or better (2.0 GPA) by the end of their first academic year (Fall, Spring, and Summer).

PASS students who do not meet the requirements of the program will no longer be eligible to continue their studies at AUK.

## APPLICANTS WITH DISABILITIES

The University will provide special services to applicants with certain disabilities. Students who need such special services are requested to contact the Dean of Student Affairs at AUK. This information will be treated confidentially.

## ADMISSION APPLICATION TIMELINES

The Office of Admissions will begin reviewing complete applications on the following dates:

### Undergraduate Applicants (First Year and Transfer)

Fall	Starting March 1
Spring	Starting November 1

### Pre-University Intensive English Applicants

Fall	Starting March 1
Spring	Starting November 1

## TRANSFER OF CREDIT

The Office of Admissions evaluates official documents showing previous college-level work completed. Individual teaching units determine how this credit will apply toward specific degree programs.

Grades and quality points earned in courses accepted for transfer will not be included in the grade point average to be maintained at American University of Kuwait, but the credits will count toward the total number required for graduation.

Transfer students may normally expect to receive credit for courses taken at recognized and equivalent collegiate institutions.

A maximum of 60 credit hours will be accepted for transfer from four-year colleges as designated above. A maximum of 60 credit hours will be accepted from two-year colleges as designated above. Individual teaching units determine the exact number or percentage of credit hours that apply towards their specific degree program.

Transfer applicants must submit an official transcript of each collegiate institution previously attended. Attendance at all institutions must be reported whether or not credit was earned and whether or not transfer credit is desired. Failure to report all previous academic work will be considered sufficient cause for rejection of an application.

Those who attain the minimum score on the TOEFL exam are required to sit for an English placement test administered by the University. The purpose of this test is to determine the sequence of English Language courses the student is required to take. No student is allowed to sit for the placement test more than once for any given session.

## DEFERRED ADMISSIONS

Admitted students may defer admission to the American University of Kuwait for up to one academic year. Students who decide to defer

admission to a future semester must notify the Office of Admissions in writing of this decision prior to the first day of classes of the admission semester. To apply for admission for a future semester, deferred students must provide the Office of Admissions with an updated Application Form as well as re-submit updated academic transcripts in accordance with the admissions deadlines for that future semester.

## VISITING STUDENTS

Visiting students who plan to earn a degree from another institution and wish to take courses at the American University of Kuwait in the fall, spring and/or summer semesters will be evaluated on a case-by-case basis. Visiting students must complete an Application Packet and present documentation from their home institutions to the Office of Admissions certifying that they are currently enrolled at another institution, are academically eligible to return to their home institution and/or on a leave of absence, and are eligible to take courses at the American University of Kuwait.

## READMISSION

Any student at the American University of Kuwait who voluntarily withdraws or is dismissed for academic deficiency must apply for readmission in order to re-enroll. All students who have done previous work at other colleges or universities must have their transcripts sent to the Office of Admissions. All students must meet transfer GPA requirements and all admission deadlines. In making decisions on those applying for readmission, the following guidelines will be used:

1. Students who voluntarily withdraw from the American University of Kuwait while in good standing and with a cumulative GPA of 2.0 or above at AUK will be approved for readmission.
2. Students who have been dismissed from the American University of Kuwait for academic deficiency and who complete the suspension period will be considered for readmission. Because the simple passage of time cannot

ensure that dismissed students will improve their academic record, applicants for readmission must submit with their applications for readmission a personal letter addressed to the Office of Admissions outlining how they have used their time while out of school and giving their reasons for believing that they will now be successful at the American University of Kuwait. Those students whose records at the AUK indicate that successful completion of an American University of Kuwait degree in a reasonable length of time is impossible or extremely improbable may not be accepted. They will be advised accordingly and urged to seek alternative plans. Those whose records indicate that they can reach graduation standards in a reasonable period of time must successfully meet the requirements of the PASS program for one academic year. In effect, readmitted students in the PASS program are placed on conditional acceptance when returning and are subject to immediate dismissal if they do not meet the conditions of their return.

3. Students who voluntarily leave the American University of Kuwait while on academic probation may be readmitted but under the conditions outlined in 2 above.
4. Students who voluntarily leave the American University of Kuwait and who are not on academic probation, but who have less than a 2.0 cumulative GPA, will be readmitted conditionally in accordance with the conditions outlined in 2 above.
5. Students who previously attended the American University of Kuwait as PASS program students but failed to meet the conditions of the program must satisfactorily complete a minimum of 24 semester hours at another institution before applying for readmission to AUK. They will be considered for admission only if they meet the admission standards applied to transfer students.

Readmitted students must follow the same admissions timelines required of all other applicants, unless written permission to study at another collegiate institution was secured in advance. Students who have been granted an official leave of absence may resume their studies without applying for readmission.

## SECOND BACHELOR'S DEGREE

A second degree in another degree program (B.A., B.S., B.B.A) may be earned by a former graduate of the American University of Kuwait. The second degree earned will be noted on the graduate's transcript. A second diploma may be requested by the student when s/he applies to graduate. Students who elect to receive a second diploma will need to pay an additional diploma fee.

For the former graduate, only the additional courses needed to complete the desired degree requirements must be taken. For the former graduate to earn another Bachelor's degree, he/she must enroll before the 7-year statute of limitations takes effect. After the 7-year period, the student may have to complete 120 minimum credit hours and all other requirements towards a second Bachelor's degree program. These requirements are established in the Catalog in effect when the student last entered degree-seeking status provided that the student maintains continuous enrollment until the completion of all degree requirements. The second Major of the second degree program must be formally declared in the Program office of the intended Major/degree program and in Office of the Registrar. Readmission into degree-seeking status after graduation is accomplished through the Office of Admissions.

A transfer student with a previously earned Bachelor's degree from another institution may earn a second Bachelor's degree at the American University of Kuwait. The student must complete all degree requirements stated in the Catalog in effect when the student enters degree-seeking status at AUK provided that the student maintains continuous enrollment until the granting of the degree at AUK. If enrollment is interrupted without a leave of absence, the student must complete all degree requirements stated in the Catalog in effect when the student last enters degree-seeking status at the American University of Kuwait. A minimum of 45 semester hours must be taken at the American University of Kuwait with at least 18 taken in the major field at the 200 level or above. Upon completion of all requirements, a notation will be made on the transcript that the degree requirements have been met.

## REGISTRATION GUIDANCE

### Orientation Program

Prior to the start of the fall and spring semesters, the University organizes an orientation program for all incoming students to acquaint them with University academic programs, campus facilities and campus life. Orientation includes campus tours and visits, meetings, lectures, demonstrations, and other relevant activities.

### Registration Guide

A Registration Guide is available before the registration period begins. The Guide provides the registration steps, the place, date, and time for each step. Students are encouraged to consult the Registration Guide and the Course Schedule for courses offered. Registration, Drop/Add, and Withdrawal from courses will occur online.

The registration process involves four main steps:

1. Consultation with the Advisor
2. Selection of courses
3. Registration of courses
4. Payment of fees

Registration in absentia or through a proxy is not permitted.

Students are expected to make sure that all documents required for finalizing their registration process, particularly those indicated in the letter of admission, are submitted to the Office of Admissions before actual registration begins.

### Advisement and Consultation

The names of Academic Advisors as well as the place and dates for advising are indicated in the Registration Guide.

Students are encouraged to begin the course selection process before seeking advisement. They should prepare drafts of a semester schedule and present it for their Advisor's approval. The Office of the Registrar provides a registration worksheet for

this purpose and it is included in the Registration Guide. Once the courses are agreed upon in the advisement session, they are entered into the computer so that the student can proceed to the payment of fees.

Students should bring the following for the meeting with their Academic Advisor:

1. Letter of admission
2. Identity Card(s) or Passport
3. Draft of the semester schedule

The Academic Advisor and student then review courses selected and progress toward the degree. Following the review, the Academic Advisor will also sign the registration worksheet.

### Payment of Fees

Assessment of tuition and fees is based on enrolled credit hours and are payable in the Cashier's Office. The fees must be paid in full. No student is considered registered unless the fees are fully paid or satisfactory arrangements have been made.

AUK accepts the following methods of payment:

- Cashier's checks
- Certified personal checks from local banks
- Credit Cards
- Cash

## TUITION AND FEES FOR ACADEMIC YEAR 2004-2005

- Undergraduate coursework  
KD 175 per credit hour
- Intensive English Program (IEP)  
KD 1,750 per semester (Fees included)

### Late Registration Fee

With the permission of the advisor, late registration (registration in the first week of classes) is permitted. An additional late registration fee of KD 100 is assessed.

### Library Fee

Each student is assessed KD 15 per semester library fee.

### Student Activities Fee

Each student is assessed KD 50 per semester fee for all student activities.

### Technology Fee

Each student is assessed KD 50 per semester technology fee.

### Textbooks and Supplies

Costs of textbooks and supplies are the student's responsibility.

## FEES FOR NON-DEGREE STUDY

(See Adult and Non-Traditional Students; Non-Degree Study)

Fees for non-degree study are generally prorated per credit hour. Fees may vary by different programs or activity.

Non-degree students are limited to a maximum of 9 credit hours per semester.

## NON-DEGREE PROGRAMS

The American University of Kuwait has several non-degree opportunities. A student enrolled as non-degree may enroll in credit courses at AUK but is not considered pursuing a degree program.

Non-degree study include all programs in the Continuing Education Center such as certificate programs, special offerings, courses, and workshops as well as opportunities for individual students to enroll in credit bearing courses but are not pursuing a degree at AUK.

Credit earned in courses with a grade of C or better (2.0 GPA) at the American University of

Kuwait in non-degree status may be transferred and applied to a degree program in the College of Arts and Sciences or the School of Management and Business Administration if the student is subsequently admitted into a degree program. Students transferring from non-degree to undergraduate status must have completed a minimum of 24 credit hours at AUK with a grade of C or above in addition to earning a minimum cumulative GPA of 2.0 for all non-degree coursework taken at AUK. No more than 30 credit hours may be transferred into and applied towards the degree program. Continuing Education offerings do not earn credit.

Advising and Registration for the Continuing Education Center Programs including certificate programs, special offerings, courses, and workshops and opportunities for individual students who enroll in credit bearing courses but are not pursuing a degree at AUK are provided by the Continuing Education Center.

### Enrollment Criteria

After the advice and consultation with the Academic Advisor, non-degree students may enroll in any University course for which they have the necessary academic background and qualifications. Qualified students include:

- High school graduates
- Students in good standing at other accredited colleges or universities.
- Students with undergraduate degrees (the Bachelor's)
- Qualified adults (those with extensive work experience)

American University of Kuwait students who have been dismissed from the University in the previous academic year are not allowed to register in non-degree programs. Enrolled students at AUK are also not allowed to register in non-degree programs.

### Registration

Non-degree students apply for courses or programs through the Office of Admissions. Initial

review and referral for advisement, if needed, is provided through the Continuing Education Center. Information on non-degree programs, certificate programs, non-credit course and workshops as well as all non-credit courses is available through the Continuing Education Center.

### **Academic Standards**

The academic regulations for degree programs apply for non-degree programs. Non-degree students are held to the same academic standards as degree students. The student must maintain a 2.00 GPA.

### **Transferring from Non-Degree Status to a Degree Program**

To apply to a degree program, a non-degree student must submit all the appropriate application forms and supporting documents to the Office of Admissions. Students transferring from non-degree to undergraduate status must have completed a minimum of 24 credit hours of non-degree coursework at AUK with a grade of C or above in addition to earning a minimum cumulative GPA of 2.0 for all non-degree coursework taken at AUK. Students may apply up to 30 credit hours taken in non-degree status at AUK toward a degree program.

### **Tuition Fees for Non-Degree or Non Credit Programs**

Fees for non-degree students enrolled in undergraduate courses are the same as those for degree students in the College of Arts and Sciences and in the School of Management and Business Administration.

Fees for Continuing Education Programs vary by specific activity or program. For Continuing Education programs and fees, consult the Continuing Education Center.

Non-degree students are limited to a maximum of nine (9) credit hours per semester.

In courses with specific enrollment limits, priority is given to students who are pursuing degree programs.

# University Divisions and Degree Programs

- **Liberal Arts and Management and Business Administration**
- **Degree Programs in the College of Arts and Sciences**
- **Degree Program in the School of Management and Business Administration**
- **Pre-University Intensive English Program**

## LIBERAL ARTS AND MANAGEMENT AND BUSINESS ADMINISTRATION

AUK offers liberal arts including business and management education through which students are encouraged to take courses and participate in activities that go beyond their selected fields of study or major. In order to cultivate this breadth of knowledge, the University requires of all students a foundational set of General Education requirements upon which students build their University education. The University offers a wide range of specializations in the Arts and Sciences and Management and Business Administration as well as opportunities for double Majors, Minors and electives in a variety of disciplines. AUK believes in strengthening the student's basic skills in writing and communication, logical reasoning, quantitative reasoning (through Mathematics and Statistics), and scientific reasoning. AUK's solid liberal arts curriculum will promote in our students the passion for life-long learning, academic excellence, a sense of professionalism, and leadership qualities.

In order to graduate with a Bachelor of Arts (B.A.) degree, students must complete, on average, a minimum of 120 credit hours (the number of credit hours will vary in some degree programs). The minimum 120 credit hours needed for the degree programs are composed of the General Education Requirements and all Major require-

ments. Any remaining credit hours out of the minimum 120 credits that a student may have after the completion of all requirements may be used to complete a Minor in another discipline, or for elective courses or both. Some degree programs may require students to complete a Minor, and students are in fact encouraged by the University to complete a Minor either in a field related to their major, or in any other area of interest that the student may have. The Degree Programs and the University General Education Requirements are detailed below in this Catalog.

## DEGREE PROGRAMS IN THE COLLEGE OF ARTS & SCIENCES

The following *Bachelor of Arts* (B.A.) and *Bachelor of Science* (B.S.) degree programs are offered in the College of Arts and Sciences:

### Communication and Media Studies with Degrees Programs in:

- Public Relations and Advertising
- Journalism (Print and Electronic)

### Computer Science and Information Systems with concentrations in:

- Computer Science
- Information Systems

### Economics

### History and International Studies with concentrations in:

- Area Studies
- Comparative Studies
- Global Studies
- Kuwait and Gulf Studies
- Gulf Studies Semester Program

### Language and Literature with concentrations in:

- Arabic Language and Literature (Minor only)
- English and Comparative Literature

### Anthropology and Sociology with concentrations in:

- Anthropology
- Sociology

## **DEGREE PROGRAM IN THE SCHOOL OF MANAGEMENT AND BUSINESS ADMINISTRATION**

The School of Management and Business Administration offers a *Bachelor of Business Administration* (B.B.A) with one of the following concentrations:

- Accounting
- Finance and Banking
- Management
- Marketing

## **PRE-UNIVERSITY INTENSIVE ENGLISH PROGRAM**

Students who have been accepted into AUK but who have scored below a 190 on the computer-based TOEFL will be admitted into AUK under Pre-University status. Pre-University students are required to take between one and three semesters of Intensive English coursework at AUK. Students must pass these courses with a grade of C or better, and must take the SAT I at the end of the year, before being admitted as an undergraduate student. Pre-University students will not be permitted to take any undergraduate University courses during this time. Exceptions to this rule may be made at the discretion of the Director of the Intensive English Program and the Dean of the College of Arts and Sciences, allowing students to register for one or possibly two courses in Mathematics or Computer Science. University credit is not granted for Intensive English courses and grades will not be calculated into a student's cumulative Grade Point Average (GPA).



# University Degree and General Education Requirements

- **University Degree Requirements**
  - **Credit Hour and Residence Requirements**
  - **Two Bachelor of Arts Degrees**
  - **Major Requirements**
  - **Double Major**
  - **Declaration of Major**
  - **Minors**
  - **Good Academic Standing Requirement for Graduation**
  - **Change or Transfer in Degree Program (Major)**
- **University General Education Requirements**
  - **English Language Competency Requirement**
  - **Oral Communication Requirement**
  - **Arabic Language and Culture Requirement**
  - **Mathematics and Statistics Requirement**
  - **Logic Requirement**
  - **Computers and Information Systems Requirement**
  - **Health and Physical Education Requirement**
  - **Essentials of Learning Requirement**
  - **Art and Humanities Requirement**
  - **Social Science Requirement**
  - **Science Requirement**

## UNIVERSITY DEGREE REQUIREMENTS

To earn a Bachelor's Degree, students are governed by the following minimum requirements including a set of General Education requirements. Each specific degree program has further Major and Major-related requirements that are detailed in the respective discipline and teaching unit sections below.

## Credit Hour and Residence Requirements

- All Bachelor of Arts degrees offered by the University require completion of a minimum of 120 credit hours of course work. Bachelor of Science degrees may require up to 135 credit hours.
- A minimum of 60 of the last 75 credit hours must be completed in residence at the American University of Kuwait.
- A minimum of 21 credit hours must be completed at the American University of Kuwait in upper-level (or upper-division) courses (usually numbered in the 300s and 400s) in the student's Major.
- A maximum of 60 credit hours may be transferred towards a degree from another accredited College or University.

## Two Bachelor of Arts Degrees

Two Bachelor of Arts degrees may be earned at the American University of Kuwait if the student satisfies both Major and Major-related requirements within two Departments of a College or School and accrues at least 150 credit hours or more if one of the degrees is in Management and Business Administration. Students must consult their advisors and the Division or Program Chair.

## Major Requirements

The term Major refers to the degree program in the University. In every degree program or Major the student must complete at least 36 credit hours in the Major and Major-related courses. No fewer than 21 credit hours must be earned in upper-level courses taken in residence at American University of Kuwait.

A 2.00 cumulative GPA or better is required in each Major, Major-related, or Minor course. Course grades lower than C in the Major must be repeated or an equivalent course taken to satisfy the specific Major requirement.

## Double Major

Students may complete two Majors by satisfactorily completing all the Major and Major-related course work required by the two Majors.

Students may apply the same course(s) to both Majors if it meets both sets of requirements. A maximum of 9-12 credits may be applied to both Majors.

If the double Major is pursued in two Colleges or Schools (rather than in two programs of the same College or School), the student must designate when declaring the two Majors in which College or School he or she will be enrolled and from which he or she will graduate.

### **Declaration of Major**

Students are encouraged not to declare a Major until the second semester of the second year. Students admitted with an undeclared Major will be placed in the College of Arts and Sciences and must formally choose and declare a Major by the end of the second year of full-time course work (minimum of 54 credit hours).

### **Minor(s) and Declaration of Minor(s)**

A Minor is a limited focus or emphasis in a given academic discipline or program but that is not a degree program. All Minor programs in the College of Arts and Sciences and the School of Management consist of a minimum of 21 credit hours including at least 9 credit hours in upper-level courses in the discipline. The number of credit hours required for a Minor may vary by the discipline and degree program. At least 12 credit hours of the Minor must be taken in residence at the American University of Kuwait.

Specific course requirements for Minors are noted under the requirements for the degree programs. Students must consult their Advisers and/or the Program Chair about the procedure for declaring a Minor.

A grade of C or better is required for each course used to satisfy the requirements of the Minor.

A Minor may be declared in any semester after the first year. Forms for Declaration of Minor are available in the Office of the Registrar and in the relevant academic Division.

Minors are noted on the student's permanent record (Transcript) at the time of graduation, but do not appear on the diploma.

### **Good Academic Standing Requirement for Graduation**

In order to remain in good academic standing, students enrolled in a degree program must maintain an overall GPA of at least 2.00.

If the overall GPA is below 2.0 in any one semester, the student is placed on probation. If the GPA is not raised above the 2.0 level by the end of the second semester, the student may be dismissed from the University.

### **Change or Transfer in Degree Program (Major)**

Students may transfer:

1. From one degree program or concentration to another in the same College or School

*or*

2. From one degree program in one College to another degree program in a different College or School within the University

#### *Transfer Within a College*

This refers to a change of Concentration, Major or Degree Program within a College. To be eligible for transfer the student must meet the requirements for admission to the new Concentration, Major or Degree Program.

Students seeking transfer must submit to the new Degree Program or Major a special application form provided by the Office of Admissions and Registration together with a transcript of academic record. The Chair of the new Major or Degree Program makes the decision on the student's admission.

Relevant and applicable transfer credit hours may be granted only with a minimum C grade in the courses and a 2.00 GPA toward the completion of graduation requirements in the new Major or Degree Program.

### *Transfer from One School or College to Another*

This refers to a change of Major or Degree Program in another College or School within the University. To be eligible for transfer, the student must meet the requirements for admission to the new Major or Degree Program in the new College or School.

Students seeking transfer must submit to the Chair of the new Degree Program or Major in another College or School a change of Major form provided by the Office of the Registrar together with a transcript of academic record. The Chair of the Degree Program in the new College or School makes the decision on the student's admission.

Relevant and applicable transfer credit hours may be granted only with a minimum C grade in the courses and a 2.00 GPA toward the completion of graduation requirements in the new Major or Degree Program.

## UNIVERSITY GENERAL EDUCATION REQUIREMENTS

To graduate from AUK, students must successfully complete:

**A minimum of 120 credit hours, including 54 credit hours in the following General Education courses:**

- English Language Competency Requirement (9)
- English Oral Communication Requirement (3)
- Arabic Language and Culture Requirement (6)
- Mathematics and Statistics Requirement (6)
- Logic Requirement (3)
- Computers and Information Systems Requirement (3)
- Health and Physical Fitness Requirement (3)
- Essentials of Learning Requirement (1)
- Humanities Requirement (6)
- Social Sciences Requirement (6)
- Sciences Requirement (8)

And, including

- A variable number of credit hours in the Major or Degree Program Requirements, Related Field Requirements and Elective courses.

*Courses in the General Education Requirements must be completed in the first two years.* Students must consult with their academic advisors before choosing and scheduling their General Education Requirements.

### English Language Competency Requirement

The student must master English language reading and writing not only equal to the demands of academic work but also to those necessary in their life and future careers. Students can satisfy the English language competency requirement with a grade of C (2.00 GPA) or better in 9 credit hours from among the following:

- ENGL 101 Academic Composition (3)
- ENGL 102 Thinking and Writing Across the Curriculum (3)
- ENGL 108 Public Speaking (3) [See also Oral Communication Requirement]
- ENGL 203 Imaginative Literature and Critical Writing (3)

ENGL 101 Academic Composition, ENGL 102 Thinking and Writing Across the Curriculum, ENGL 108 Public Speaking (3), and ENGL 203 Imaginative Literature and Critical Writing must be completed before completion of 30 credit hours.

Students whose native language is English may substitute other English and Comparative Literature courses, with the approval of the Chair of the Division of Humanities and Social Sciences, where the Language and Literature programs are located.

The English Language Competency requirements may also be satisfied through examination or a combination of examination and course work:

- Advanced Placement English Test score of 4 or 5 and passing an additional 9 credit hours of Communication courses at the 200 level with a C grade (2.00) or better.

- CLEP (College Level Examination Program) College Composition exam score of 75% and passing an additional 6 credit hours of English or Literature courses at the 200 level with a grade of C (2.00 GPA) or better.

Students who transfer to the American University of Kuwait may also satisfy the requirement in one of the following ways:

- CLEP College Composition exam with a score of 75% and passing an additional 6 credit hours of English or Literature courses at the 200 level or above with a grade of C (2.00 GPA) or better.
- Transferring 3 credit hours of acceptable English credit and passing an additional 6 credit hours of English or Literature courses at the 200 level or above with a grade of C (2.00 GPA) or better.
- Transferring 6 credit hours of acceptable English credits and taking an additional 3 credit hours of English or Literature courses at the 200 level or above with a grade of C (2.00 GPA) or better.

### Oral Communication Requirement

Students graduating from AUK are expected to assume leadership roles in their public and professional lives. Communication skills are, therefore, tantamount to students' ability to inform and persuade audiences and influence events. Students must, therefore, satisfy the Oral Communication Requirement by earning a grade of C (2.00 GPA) or better in the following course:

**ENGL 108** Public Speaking (3)

### Arabic Language and Culture Requirement

Students will likely live and work in the Arab World. They must be able to communicate competently in Arabic. Students can satisfy the Arabic Language and Culture requirement by completing a minimum of six (6) credit hours with a grade of C (2.00 GPA) or better from among the following:

For Native Speakers:

**ARAB 109** Arabic Composition I (3)  
**ARAB 110** Arabic Composition II (3)

Students who are able to test out of ARAB 109 and ARAB 110 may complete the requirement by completing any two of the following:

**ARAB 125** Advanced Arabic Reading and Writing (3)  
**ARAB 103** Survey of Arab-Islamic Civilization (3)  
**ARAB 303** Literature of the Arabian Gulf (3)  
**ARAB 306** Modern Arabic Short Story (3)  
**ARAB 309** Modern Arabic Drama (3)  
**ARAB 401** Modern Arabic Poetry (3)  
**ARAB 405** The Modern Arab Novel (3)

For Non-native Speakers:

**ARAB 100** Elementary Arabic for Non-Native Speakers I (3)  
**ARAB 101** Elementary Arabic for Non-Native Speakers II (3)

Students who are able to test out of ARAB 100 and ARAB 101 may complete the requirement by completing:

**ARAB 201** Arabic Literature in Translation (3)

*and*

another course approved by the Academic Advisor.

### Mathematics and Statistics Requirement

Students must develop mastery of quantitative skills and quantitative reasoning necessary for their future careers and leadership roles. Students are encouraged to satisfy this requirement before the end of their Freshman or first year (30 credit hours). They must satisfy the Mathematics and Statistics requirement by the end of their sophomore or second year. Students can satisfy the Mathematics part of this requirement with an AP standing. All students must satisfy, in addition, the Statistics requirement by completing the courses with a grade of C (2.00) or better. Required are a total of six (6) credit hours in Mathematics and Statistics including (3) credit hours with a grade of C (2.00) or better from among the following Mathematics courses:

- MATH 101** Finite Mathematics (3)  
**MATH 110** Pre-Calculus (3)  
**MATH 201** Calculus I (3)

And, an additional three (3) credit hours in:

- STAT 201** Introduction to Statistics (3)

Students may pass the Mathematics and Statistics requirement by passing the respective Mathematics and Statistics competency exams or with an AP standing.

### Logic Requirement

Students must develop proficiency in rational reasoning and logic necessary for their careers and life in this scientific and rational world. Students must satisfy this requirement before the end of their second year by completing the following course with a grade of C or better:

- PHIL 100** Introduction to Logic (3)

### Computers and Information Systems Requirement

Computers and Information Systems in the contemporary age is a necessity not a luxury any longer. Students must become knowledgeable in digital technology and in how to access and use information and databases on the World Wide Web. Students must complete three (3) credit hours in Computer Science and Information Systems with a grade of C (2.00) or better in the following course:

- CSIS 100** Computers and Information Systems (3)

### Health and Physical Education Requirement

For their life and careers, students must learn and use the basics of health and fitness combining a sound body with a sound and effective mind. To satisfy this requirement, students must complete a minimum of three (3) credit hours of Health and Physical Education from among the following courses with a grade of C (2.00) or better.

- HFIT 101** Health and Fitness for Life (3)  
**HFIT 103** Nutrition and Health (3)  
**HFIT 201** Stress Reduction (3)

### Essentials of Learning Requirement

To aid the student in achieving a successful career in higher education at AUK, the University developed the Essentials of Learning course required of all entering students. This one (1) credit course to be taken over a seven (7) week period during the semester will familiarize the student with the various learning strategies; help the student develop his/her study skills, note taking, and test preparation; plan and use time efficiently; enhance his/her critical thinking skills, and teach methods of problem solving. The Essentials of Learning requirement may be satisfied by completing:

- EDU 100** Essentials of Learning (1)

AUK graduates are expected to become well-rounded in their education irrespective of the specialization or degree program they pursue. They must come to know and appreciate the world that they live in and learn to understand its dynamics. To that end, AUK's General Education Requirements are designed to introduce the student to three major aspects of contemporary life and work: the Arts and Humanities, the Social Sciences, and Sciences. Students must complete 6 credit hours in each of these groups of disciplines (6 credit hours in Arts and Humanities, 6 credit hours in the Social Sciences and 8 credit hours in the Sciences) all with a grade of C (2.00) or better. The student may choose in consultation with the Academic Advisor from among the following groups of courses:

### Arts and Humanities Requirement

Students must complete six (6) credit hours from among the following.

- ARAB 103** Survey of Arab-Islamic Civilization (3)  
**ARAB 201** Arabic Literature in Translation (3)  
**ART 101** Art History (3)  
**ART 103** Arab and Islamic Art (3)  
**ENCL 203** Survey of Literature (3)

- HIST 101** World History Since 1900 (3)  
**HIST 309** Twentieth Century Arab History (3)  
**MUSC 101** Music Appreciation (3)  
**MUSC 105** Introduction to World Music (3)  
**PHIL 101** Introduction to European Philosophy (3)  
**PHIL 201** Survey of Arab-Islamic Philosophy (3)  
**PHIL 311** Modern Western Philosophy (3)  
**PHIL 315** Contemporary Western Philosophy (3)  
**PERF 101** Performing Arts (3)  
**SWCL 201** Western Culture and Heritage (3)

### Social Science Requirement

Students must complete six (6) credit hours from among the following. Others may be approved by the Academic Advisor.

- ANSO 101** Ways of Knowing I: An Introduction to Anthropology and Sociology (3)  
**ANSO 201** Ways of Knowing II: Enduring Issues and Findings in Sociological and Anthropological Research (3)  
**ANSO 205** Arab Society (3)  
**ANSO 206** The Socio-Economics of Arab States (3)  
**ANSO 207** Kuwaiti Society (3)  
**ANSO 213** Thought, Ideology and Change in the Middle East (3)  
**ANSO 215** Socio-cultural Change in Post-Colonial Africa (3)  
**ANSO 216** South Asian Societies and Cultures (3)  
**ANSO 302** Inequality: Class, Race, and Gender (3)  
**ANSO 321** Family and Kinship in Contemporary Societies (3)  
**ANSO 322** Population Studies (3)  
**ANSO 329** Agrarian and Pastoral Societies in the Arab World (3)  
**ECON 101** Introduction to Economics (3)  
**ECON 201** Macroeconomics (3)  
**ECON 203** Microeconomics (3)  
**INST 101** Introduction to International Studies (3)  
**INST 309** The Dynamics of Globalization (3)  
**INST 345** Conflict Resolution (3)  
**PLSC 101** Introduction to Political Science (3)  
**PLSC 201** World Politics (3)

- PLSC 202** International Relations (3)  
**PLSC 203** Comparative Politics (3)  
**PSYC 101** Introduction to Psychology (3)  
**PSYC 203** Social Psychology (3)  
**PSYC 205** Psychology and Self-Management (3)

### Science Requirement

Students must complete eight (8) credit hours from among the following. Others may be approved by the Academic Advisor.

- BIOL 101** Biology in Everyday Life (4)  
**BIOL 201** General Biology I (3-2-4)  
**BIOL 202** General Biology II (3-2-4)  
**CHEM 103** Chemistry in Everyday Life (4)  
**CHEM 101** General Chemistry I (3-2-4).  
**CHEM 102** General Chemistry II (3-2-4)  
**ENVR 101** Introduction to Environmental Science (3-2-4)  
**PHYS 101** Physics in Everyday Life (3-2-4)  
**PHYS 102** Physics in Everyday Life II (3-2-4)  
**PHYS 110** Astronomy (3)  
**PHYS 115** General Physics I (3-2-4)  
**PHYS 116** General Physics II (3-2-4)

# Academic Regulations

- **Student Responsibility**
- **University Liability**
- **Academic Advising**
- **Course Schedules and Courses**
- **Student Academic Load**
- **Official Student Class Standing**
- **Academic Policy**
- **Student Academic Record**
- **Graduation**
- **Names on Diplomas and Degrees**
- **University Honors and Awards**

## STUDENT RESPONSIBILITY

Students are responsible for their academic requirements, behavior, and personal possessions at the American University of Kuwait. The University expects students to adhere to the highest standards of personal and academic conduct and integrity as mature members of the academic community.

Students are individually responsible for the information, regulations and degree and graduation requirements contained in this Catalog. Failure to read, understand, and comply with University regulations does not exempt students from what ever is required or penalties they may incur.

Students are also responsible to safeguard their academic status. They should seek the appropriate academic approval from their Academic Advisor for their academic programs.

Students are advised to keep their own records of all transactions with the University. These include registration course schedules and copies of advisement forms, grade reports, payment records, etc. Whenever possible, students are also advised to retain copies of all tests, papers, etc., submitted in fulfillment of the course work for which they are formally registered.

## UNIVERSITY LIABILITY

The University has no liability if the student ignores the advice of Academic Advisors or fails to abide and comply by the regulations contained in the Catalog. Also, the University community (students, faculty, and staff) and guests are responsible for their personal possessions and property. The University does not provide insurance to cover losses of or damage to such possessions or personal articles nor does it assume any responsibility for such losses.

## ACADEMIC ADVISING

Advising is an essential dimension of the successful educational process. American University of Kuwait requires student-advisor consultation throughout the academic career but at least once a semester. The Academic Advisor assists the student in interpreting University academic policies and procedures and in selecting the required courses for graduation and for the Major or degree program. Students may consult faculty, Department or Program Chairs, and the Dean's office if necessary. Students, however, have the ultimate responsibility for selecting their courses, meeting course prerequisites, and adhering to University policies and procedures. The University is responsible for ensuring that advising resources maintain high standards for serving students effectively and efficiently.

Through the Academic Advising process, students are assigned an academic advisor who helps them in course selection in their required course of study and assists in course selection each semester. The program concerned will announce the names of Advisors.

## COURSE SCHEDULES AND COURSES

### Course Schedules

Each semester the University publishes a schedule of course offerings for the following semester. This schedule provides information on the courses to be offered, the meeting schedule of two or three times per week, the time schedule (hour of the day and

which days of the week), and the classrooms and Labs for the respective courses. Students should consult the Course Schedule before seeking advice from their Academic Advisor.

### **Course Code, Level, Title and Credit Hours Information**

Each academic discipline offered by the University is summarized by a three- or four-letter code, followed by a number indicating the level of the course content.

For example,

**ENGL 203** Imaginative Literature and Critical Writing (3)

is a second level course in English Literature that follows introductory level course(s) at the 100 level such as ENGL 101 Academic Composition (3), ENGL 102 Thinking and Writing Across the Curriculum (3), and ENGL 103 Advanced Academic Composition (3)

The number in parentheses following the title of a course indicates the number of credit hours for that course. If the frequency of the course offering is not indicated, the course is offered at the discretion of the Program or Department. Student's inquiries should be directed to academic units and programs.

In Science courses, three digits are often indicated. For example,

**BIOL 101** Biology in Everyday Life (3-2-4)

The first digit refers to the number of in-class contact hours per week (actually 2 and a half hours), the second digit indicates the number of laboratory or studio weekly hours required. The third digit is the number of credit hours for that course.

### **Course Prerequisites**

Upper or higher level courses, typically with 200, 300, and 400 designations, may have one or more introductory level prerequisites. Typically 200 level courses are for freshman and sophomore students

and 300 and 400 level courses are for juniors and seniors. Specific prerequisites are usually noted in the course description. Codes, numbers and titles are those of AUK.

Equivalent courses with a grade of C or better completed at an accredited institution of higher education may meet the prerequisite requirement through transfer of credit hours. Equivalency is determined by AUK. Students should consult with the Program or Division Chair for written acceptance of equivalency and permission to enroll in upper level courses. It is the responsibility of the student to enroll in the course only after completing the appropriate prerequisite(s).

### **Course Credit Value**

All courses are valued in credit hours. Generally, each credit hour is equal to 50 minutes of class instruction a week. Each credit hour of laboratory is equal to 120-180 minutes of laboratory experience.

### **Course Contact Hours**

The number of in-class contact hours per week is normally two and a half hours for each course, unless otherwise indicated as in the one and a quarter hours per week in EDU 100 Essentials of Learning (1).

### **University Academic Operation and Class Periods**

The University operates on a five-day schedule, starting from Saturday through Wednesday. According to local law and custom, Thursday and Friday are the weekend days.

Classes normally meet either two days a week for one hour and fifteen minutes per class session or three days a week in sessions of fifty minutes. Laboratory, workshop, and specialized courses meet for two to three hour sessions per week.

Upper or higher level Independent study or Continuing Education and other specialized programs may meet in the evenings and on weekend days and for varied hours of meeting.



## Course Descriptions and Syllabi

Course descriptions of permanent courses in the University curriculum are listed alphabetically by discipline, and then by course number, title, and credit hours in the Course Descriptions section of this Catalog. Nonrecurring or Special Topics courses are published online each semester in the Schedule of Courses issued by the Registrar.

Course Syllabi (Syllabus in the singular) provide a detailed outline of the course content with the dates for the assignments, exams and other requirements indicated. Course Syllabi are available from the Instructor at the start of the course, and from the Program office.

## STUDENT ACADEMIC LOAD

A student admitted to and enrolled in a degree program normally registers for 15 to 17 credit hours each semester so that the required minimum of 120 credit hours for the Bachelor's degree in a Major in Arts and Sciences and in the School of Management and Business Administration may be completed in four years.

In any given semester, a student may register for a minimum of 12 credit hours and be classified as full-time for that semester. The additional credit hours through summer enrollment, transfer credits from other universities, or by an overload (if approved by the advisor, Chair and/or Dean) in another semester may be needed in order to maintain normal annual progress toward a degree. A total of 17 credit hours per semester is the maximum load a student is permitted to take.

## Categories of Students

### *Full-time Students*

To be considered full-time, a student must carry a course load between 12 and 17 credit hours per semester, with the average being 15 credit hours.

Under special circumstances a student with a cumulative average of 3.3 or above may secure the permission of the Academic Advisor to take an

additional three-credit course (up to a maximum of six courses).

Students on probation are not allowed more than a 15 credit hour load in their first semester on probation. Those who continue on probation beyond one semester may not carry more than a 12 credit hour load in the following semester.

Under special circumstances, the Dean of the College or School, at his or her discretion, may allow a student to carry 12 or a lesser number of credit hours during their first semester at the University.

### *Part-Time and Special Students*

Part-time students carry 9 credit hours or less. Part-time student designation is restricted to:

1. Students who need fewer than 12 credit hours to complete the requirements for an undergraduate degree.
2. Those who are granted permission by the student's Dean for health or family reasons.

## OFFICIAL STUDENT CLASS STANDING

### *Credit Hours*

<i>Completed</i>	<i>Standing</i>
0-29 hours	Freshman or First Year
30-59 hours	Sophomore or Second Year
60-89 hours	Junior or Third Year
90-120 hours	Senior or Fourth Year
121+ hours	Fifth Year

## ACADEMIC POLICY

### **Class Attendance**

Student attendance and participation in all class, workshop, and laboratory sessions is required. Absences affect student's educational experience and, therefore, will affect grades.

Lateness and/or absence hinder the learning process not only for the individual student but also for the class.

Instructors will provide students with written statements on the course syllabus of their policies with respect to absences and lateness.

University guidelines for lateness, absence, and attendance are as follows:

1. Any absence may affect the student's grade.
2. Instructors are not obligated to give substitute assignments or examinations to students who miss class.
3. Instructors are expected to maintain attendance records and to draw the student's attention to attendance requirements noted in the course syllabus. More stringent attendance policy is at the discretion of the Instructor.
4. In the event a student misses more than 10% of the class sessions for any reason, the Instructor will inform the student's Dean and the Dean of Student Affairs who will issue a warning letter to the student with a copy to his/her parents.
5. If the student misses an additional 10% of the class sessions after the warning, the Instructor, with the approval of the Chair of the academic program and the Dean, may initiate administrative withdrawal of the student from the course.
6. If the notification reaches the Office of the Dean of the College or School before the end of the eighth week of classes, a grade of "W" will be entered on the student's permanent record. If notification reaches the Dean's Office after the eighth week of classes, the student will be withdrawn with a grade of "WP" (passing withdrawal, no credit) or "WF" (withdrawal with failure), depending on the quality of the work performed in the course up to that point. A grade of WF will be calculated in the overall GPA.
7. In case of serious illness, the student must contact his/her Division Chair and provide official supporting documentation. The Division Chair, in consultation with the faculty member, will determine the course of action regarding the student's progress in his/her course(s).

### Grading System

Passing grades are *A*, excellent; *B*, good; *C*, fair; *P*, passing (see pass/fail option below). These grades may be modified by a plus or minus.

Although a *D* is a passing grade, it represents less than satisfactory work.

The grade point average is based on grades earned in courses offering credit at the American University of Kuwait and may be calculated based on the following numerical equivalencies to the grading system:

<b>A</b>	equals	4.0
<b>A-</b>	equals	3.7
<b>B+</b>	equals	3.3
<b>B</b>	equals	3.0
<b>B-</b>	equals	2.7
<b>C+</b>	equals	2.3
<b>C</b>	equals	2.0
<b>C-</b>	equals	1.7
<b>D</b>	equals	1.0
<b>F</b>	equals	0
<b>WF</b>	Administrative Withdrawal with penalty of a GPA of 0.	

The Grade of WF is assigned by the instructor or the Dean in lieu of an F when the student either never attends class, stops attending the class, or is administratively withdrawn with a failing grade, rendering assessment of academic performance impossible.

Grade notations not calculated in the Grade Point Average:

<b>I</b>	Incomplete
<b>IP</b>	In Progress
<b>AU</b>	Audit. No credit
<b>P</b>	Pass
<b>NP</b>	Not Passing (for Pass-Fail option only)
<b>W</b>	Withdrawn
<b>WP</b>	Administrative Withdrawal without academic penalty
<b>N</b>	No Grade

### Computing the Grade Point Average

The grade point average is computed by multiplying the number of semester hour credits per course by the grade points earned. The grade point average (GPA) is computed by dividing the total number of quality points by the total number of hours taken.

A cumulative grade point average of 2.0 or higher is required for graduation on all work completed at AUK. In addition, a student must maintain an average of 2.0 or higher in his/her Major courses in order to meet graduation requirements. Some programs may require a higher GPA for continuance in the program, and/or graduation.

Advanced placement credits, credits transferred from accredited institutions (except for credit for specific courses taken in approved fourth-year programs), credits earned through correspondence and/or extension work, and credit for courses taken on a Satisfactory-Unsatisfactory basis are not used in computing a student's GPA but may be accepted toward a degree.

For calculating the GPA for honor graduates, see the "Honor Graduates" section later in this chapter.

### **Incomplete Grades and Make-Up Requirements**

The requirements that are noted on the Syllabus for a course must be completed on the day the semester ends.

No Incomplete grade of "I" or "IP" is given as a final grade in any course unless there is a compelling and verifiable emergency.

In case of unexcused incomplete work, a grade of zero or F is given for the missing work and averaged into the final course grade computed accordingly.

Only in exceptional cases (such as the emergencies noted above), with written approval of the Instructor and the Chair of the Division, is a student allowed to make up incomplete work. All incomplete work must be completed no later than the *fifth* week after the beginning of the next regular semester.

It is the responsibility of the student to complete or fulfill the uncompleted course requirement(s) on the date specified by his/her Instructor. The deadline for the submission of incomplete grades for a course by the Instructor is within 72 hours

after the date of the work submitted or of the make-up examination.

### **Course Repetition Policy**

Under this policy, students may elect to repeat up to 12 credit hours of passed coursework excluding:

1. Prerequisite courses for passed courses.
2. Courses which have Catalog restrictions due to duplication of subject material.

A passed course may be repeated only once regardless of the outcome. Repetition of previously passed courses will not increase the number of transcript credits. (A student will receive credit once for any course passed twice.) Grades for repeated, previously passed courses will both be computed (averaged) in the student's grade point average.

Students may repeat any course they have previously failed. The grade earned in the repeated course and the failing grade will both be computed (averaged) in the student's GPA.

All grades of courses completed at AUK will be recorded on the student's American University of Kuwait transcript, and repeated courses will be so designated to distinguish them from other courses. Repeated course grade points will not be used to calculate honors at graduation.

### **Academic Probation**

A student will be placed on academic probation for any one of the following reasons:

1. Failure at the end of a semester in two or more courses.
2. If at the end of a semester, while carrying 12 or more credits, the student's cumulative average falls below 2.00.
3. Beginning with the second year, if at any time the student's cumulative average in his/ her Major field falls below 2.00.

First year students are placed on probation at the end of their first semester only if they fail in two or more courses.

The academic load of a student who is on probation shall not be less than 12 or more than 15 credit hours.

### Removal of Probation

Students remain on academic probation until the Dean of the School or College in which the student is enrolled removes the probation. The probation will be removed at the end of a semester if the student takes and passes at least 12 credit hours and attains a minimum GPA of 2.00 in his/her Major field.

Students on probation are advised to repeat courses in which they have obtained failing or low grades.

### Dismissal from the University

Academic probation is typically enforced in the first two years of full-time study (or the equivalent in part-time study). Dismissal may be expected by any student whose cumulative Grade Point Average (GPA) in the third or fourth year of full-time study (or equivalent in part-time study) falls below 2.00 GPA or whose average in any semester falls to 1.0 GPA or below.

Any student may be dismissed if he/she fails to remove his/her probation by the end of the third semester on probation.

The student may also be dismissed if he/she fails to pass a required course for three times.

### Registration

Students register for classes each semester based on their scheduled registration times. Students register for classes online. For additional information on the registration process and the scheduled registration times, please see the Office of the Registrar at [www.auk.edu.kw](http://www.auk.edu.kw).

### Registration Priority

The Office of the Registrar assigns registration times and priority based upon the student's earned credit hours. Students can view their registration

times and priority online. Students may register at their appointed registration time or anytime thereafter.

### Registration Holds

Students may have a "hold" that prevents registration. Typical reasons for a "hold" include library and parking fines or disciplinary action. All student "hold" obligations must be cleared by the appropriate office before being allowed to register for the subsequent term.

### Drop and Add

Students are allowed to drop and/or add courses through the end of the drop/add period. Students interested in adding or dropping courses should consult first with their respective Academic Advisors before making their registration changes. Students can add and drop courses online. Courses dropped during the drop/add period will not be inscribed in students' academic record. Students are also encouraged to consult the tuition refund schedule before dropping a course.

### Pass-Fail Option

The pass-fail option is provided to encourage students to enrich their educational experience and to venture outside their Major areas of concentration or competence. To earn a pass under the pass-fail option, students must perform at the "C" level or above. A grade of pass ("P") will count toward graduation but will carry no grade points and will not be used in computing the GPA. A grade of not passing ("NP") will be recorded on the transcript, but will carry no grade points and will also not be used in calculating the GPA.

#### The following restrictions apply:

1. A student electing the pass-fail option must be in good standing (not on academic probation) and must be of sophomore standing or above.
2. A student electing the pass-fail option must do so at registration by completing a pass-fail option petition, and no change may be made after the drop/add period.
3. No more than 12 credit hours may be taken

under the pass-fail option, and no more than one course in any one semester.

4. No course taken on the pass-fail option may be used to satisfy the general education requirements or be taken in one's Major or Minor.
5. No course may be repeated on a pass-fail option. A course for which the grade "P" has been received may not be repeated.

Students interested in enrolling in a course using the pass-fail option should consult first with their respective Academic Advisor before making their registration changes. Students can register for a course using the pass-fail option through the Office of the Registrar. Students may only change to or from pass-fail status through the end of the drop/add period. Please consult the Academic Calendar.

### Auditing a Class

Auditing a class allows a student to enroll in a class for no academic credit. Students are still required to pay the tuition and fees associated with the course. No grade is awarded for an audit. The audited class will be recorded on the student's transcript with a grade of Audit. Students should contact the faculty member for requirements for auditing and can register for an audit through the Office of the Registrar. Students may only change to or from an audit status through the end of the drop/add period. Please consult the Academic Calendar.

### Withdrawal from Individual Courses

Students are permitted to voluntarily withdraw from individual courses. However, to maintain full-time status a student must maintain a minimum of 12 credits per semester. Withdrawal from individual courses should occur no later than the Withdrawal deadline at the end of the eighth week of classes.

A Grade of "W" will be recorded in the student's transcript for the course from which the student has voluntarily withdrawn after the first week of classes. After the published Withdrawal deadline, students may not withdraw themselves from courses. For additional information regarding individual course withdrawal, please see the Office of the

Registrar at [www.auk.edu.kw](http://www.auk.edu.kw). Students are also encouraged to consult the tuition refund schedule before withdrawing from a course.

### Withdrawal from the University

Students may decide to withdraw from the American University of Kuwait for a variety of understandable reasons. Students may either withdraw from the University online (before the Withdrawal deadline) or may submit a signed withdrawal request to the Office of the Registrar. Withdrawal from AUK before the Withdrawal deadline will result in a grade of W. Withdrawal from AUK after the Withdrawal deadline will result in a grade of either WP or WA (depending on the student's grades at the time of withdrawal).

In the event a student withdraws from the University for justifiable reasons, the following refund schedule will be applied:

*By the last day of the first week of classes: 90% of fees*

*By the last day of the second week of classes: 50% of fees*

After the end of the second week, no refunds are made. No refund will be made of application fee, technology fee, Library fee, activities fee or other fees for special services rendered to students.

### Leave of Absence

Students desiring a leave of absence for reasons other than studying at another institution of higher education must obtain formal permission from their Academic Advisor, the Chair of the Division, and the Dean of the School or College. If the student is in good academic standing and it seems appropriate to guarantee the student an automatic readmission, the relevant Dean of the College or School will issue a permit for a leave of absence. This permit will specify a limitation of one academic year at the most for automatic readmission to the same degree program.

The permit becomes void if the student attends any domestic or foreign institution of higher education during the period of leave.

If a student wishes a leave of absence to study at another institution of higher education, the student must obtain formal permission to study at another institution before leaving American University of Kuwait.

Permission to study in a junior semester or a year abroad must also be obtained prior to enrolling in such a program. See below.

### **Resuming Study at AUK**

Students, who without permission cease to attend the University for an entire semester, whether voluntarily or not, may not resume study until they have been formally re-admitted.

Unless other arrangements have been agreed to in writing by the student's Dean before the beginning of such an absence, readmitted students are subject to all regulations and must meet all requirements in place when studies are resumed.

Readmitted students who change Degree Program, School, or College or who are subject to the new regulations or requirements, must complete all requirements and abide by all regulations in effect at the time such a change is made.

### **Study at Another Institution**

AUK students who wish to study at another institution of higher education during the summer must acquire permission for the specific courses from the student's Academic Advisor, the Program or Division Chair and the Dean's Office before doing so.

AUK will assist students in finding an appropriate program of study but does not guarantee a student's admission to study at another institution of higher learning. It is the responsibility of the student to obtain such permission.

An enrolled AUK student who plans to take courses at another institution of higher education in a junior semester abroad program for transfer credit to American University of Kuwait must be

in good academic standing and must receive prior approval from the student's Academic Advisor, Program or Division Chair, and Dean of the College or School. The student must complete the Permit to Study Abroad form and obtain the Chair's and Dean's signature on that form with the courses specified therein. If the course to be taken is outside the area of the student's Major, the Chair of the Program and Division that would offer the credit for such a course at AUK must also approve the permit. With Program Chair approval, transfer credit is applicable toward the requirements of a Major or graduation if the grade is C or better.

Approval is granted for specific courses only, not programs.

The institution of higher education must be recognized by the Ministry of Education of the country and/or is accredited.

## **STUDENT ACADEMIC RECORD**

### **Permanent Record**

For each student who registers at the University, a permanent record, specifying academic achievement, is maintained in the Office of the Registrar. Information needed for advising the student and for the continuing evaluation of his/her progress, including grades earned and credit hours completed, is sent by the Office of the Registrar to the student's advisor, the Chair of the Program or Division, and the Dean of the School or College as it becomes available.

### **Disclosure of Student Records**

Student academic records are not disclosed to any individual or institution except when in compliance with a judicial or court order or with a signed release from the student. Students have the option to sign a waiver form that gives AUK the right to communicate with the student's parents, guardian, and/or sponsor. Waiver forms are available at the Office of the Registrar.

## Transcripts

Students may obtain transcripts of their own academic records from the Office of the Registrar. Transcripts are released only upon the signed request of the student concerned. The University issues only complete transcripts, not parts of transcript or student record.

The University does not make copies of transcripts in the student's file from other colleges or universities.

## GRADUATION

The American University of Kuwait confers degrees and issues diplomas at the end of the academic year (spring semester).

Candidates for degrees must file an Application for Graduation form in the Office of the Registrar during the registration period of the last semester of study. After the application for graduation has been filed, the Office of the Registrar will begin processing the information and checking the requirements for final certification for graduation.

Students who fail to complete all degree requirements by the end of the semester for which they applied to graduate must reapply in order to graduate at the next graduation ceremony.

## Conferral of Degrees and Commencement

Students who successfully complete degree requirements by the end of the semester for which they have applied (or reapplied) to graduate are certified by the Dean of Admissions and Registration for conferral of a degree. All candidates for degrees whose academic records indicate that they can satisfy degree requirements by the end of the term for which they have applied are permitted to participate in Commencement Ceremonies.

Diplomas are released in witness of the degree conferred. The permanent record of the graduate is appropriately noted with a statement and date of graduation.

## NAMES ON DIPLOMAS AND DEGREES

The names of students on Diplomas and degrees of the American University of Kuwait will be spelled exactly as they appear on their identity cards in Arabic and on their passports in English. They will appear in both Arabic and English. If a name on the identity card or passport does not appear in both languages, then the spelling of the name in the missing language will be printed according to the personal preference of the student concerned.

## UNIVERSITY HONORS AND AWARDS

### Dean's Honor List

Each School or College will issue a Dean's List of Honor students at the end of each semester. To be placed on the Honor List, a student must:

1. Be full-time (12-15 credit hours) for the semester;
2. Have at least a 3.5 semester GPA;
3. Have no failing grades in any of his/her courses for the semester;
4. Have no incomplete grades; and,
5. Have no disciplinary action against him/her.

### Graduation Honors

The University grants Latin Honors at graduation. To be eligible for graduation honors, a student must have completed the last 60 credit hours required for their degree in residence at American University of Kuwait and have achieved the requisite cumulative GPA. These are:

<b>Summa cum laude:</b>	3.90-4.00 GPA
<b>Magna cum laude:</b>	3.70-3.89 GPA
<b>Cum laude:</b>	3.50-3.69 GPA

Latin Honors are listed in the Commencement Program and on the student's permanent record and Diploma.

# Student Affairs and Campus Life

- Office of Student Affairs
- Dean
- Services and Facilities
- Student Employment
- Campus Security
- Code of Academic Honesty
- Violations of Academic Honesty
- Adjudication of Academic Dishonesty
- Student Code of Conduct
- Student Ombudsman
- Rights and Responsibilities
- Procedure: Student Code of Conduct
- Policy Regarding Disruptive Students

## OFFICE OF STUDENT AFFAIRS

The Office of Student Affairs is responsible for the social development and welfare of students at the American University of Kuwait. The Office is in charge of cultivating a co- and extra-curricular environment that supports and enriches student psycho-social development in the course of his or her academic career at AUK. Its objectives are advanced through non-academic extra-curricular activities.

The Office of Student Affairs establishes programs and activities that contribute to the process of personality development, individual self-esteem, self-confidence, self-discovery, and social awareness. It also creates programs and activities for educating and enhancing the development of coordination, teamwork, and leadership skills. Its goal is to enhance the student's positive and proactive attitude towards himself/herself, the community, and the world.

The University is a community of individuals working together to create the crucial conditions for learning and personal growth. The relationship that governs their interactions is primarily educational and is guided by a sense of mutual respect and responsibility. Each individual is expected to honor his or her obligations and commitments. Thus, the rules and regulations of the University constitute

not only basic and uncompromising standards and guidelines for conduct on and off Campus, but are also commitments that one and all are obligated to respect, honor, and promote when one becomes a member of the AUK community.

The Office of Student Affairs enforces the rules and regulations concerning students' life at the University.

Students have the freedom of not joining the University or withdrawing from it if they consider its regulations inconsistent with their values and expectations. The University has moral and legal obligations to uphold and promote the highest academic and behavioral standards among its students.

To ensure such high standards, the University reserves its right, through due process, to take disciplinary action against students for violation of institutional standards of behavior and academic regulations and procedures which are clearly defined in this Catalog.

## DEAN

### Carol Ross-Black, Ed.D.

In collaboration with academic units and officers of the University, the Dean of Student Affairs and staff are responsible for the student's moral, spiritual, psychological, social, cultural and physical development. In pursuit of these objectives, the Office of Student Affairs provides a variety of programs, activities, and functions. The mission of Student Affairs is:

- To assist students in their transition to University life by providing a comprehensive orientation program.
- To organize sport, social, cultural, and entertainment activities for the students and the University community.
- To provide enriching experiences for all students through developing student sport, cultural, and other clubs.
- To encourage student participation in activities and clubs where he/she learns to exercise re-



sponsibility and to build leadership skills.

- To develop, organize, and stimulate interaction among students, faculty, and staff in areas of common interest.
- To assist students in their personal growth and development while providing guidance for life decisions.

## SERVICES AND FACILITIES

The University provides services and facilities for the needs of students including those with disabilities. These services are free of charge and are provided to help students learn better and more effectively and enjoy an active campus life.

### Disability Support Services

The campus of the American University of Kuwait is architecturally designed with ramps and elevators needed by the disabled. The Office of Student Affairs works with individuals having temporary or permanent disabilities to promote their full participation in academic programs and campus life.

This Office also provides information, consultation, and relevant training for faculty, staff, and students, with the overall goal of ensuring equal access in an environment that is non-discriminatory.

### Sports Facilities

In addition to an outdoor soccer field and volleyball and basketball courts, the University will, in the future, build a Gymnasium with a fitness center and other student sport facilities.

The University believes that students should be provided with opportunities to participate in individual and team sports and to develop their talents through a wide variety of sports. Sports activities help students develop and excel in individual physical skills, team play, sportsmanship, and emotional and moral growth. Guidance and oversight are provided by the Office of Student Affairs.

Faculty and staff are also encouraged to make use of the athletic facilities, either as individuals or as organized teams.

### Intramural Sports

The University believes that students should be provided with opportunities to participate in individual and team sports and to develop their talents through a wide variety of sports. Sports activities help students develop and excel in individual physical skills, team play, sportsmanship, and emotional and moral growth.

Through the Office of Student Affairs, separate Intramural Sports Leagues for men and women will be organized to encourage interest and participation in sports activity, team spirit, and cooperation.

### Student Government Association

The University encourages the establishment of a Student Government Association.

The Student Government Association (SGA) is the principal structure and medium for a student voice in the affairs of the University. It can express student concerns and through representation on University Committees help in the formulation of policies and priorities. More specifically, the SGA will have a voice in the creation, organization, and functioning of student activities including special events, clubs, sport clubs, and student media.

### Student Clubs and Organizations

The University believes that involvement in co- and extra-curricular activities enriches the collegiate experience. Through the Office of Student Affairs, students can establish clubs and organizations of interest from academically-related, sports and literary to musical, theatrical, and social fellowship. Involvement provides students with an opportunity to develop communication, leadership, and social skills.

Participation in activities and organizations is open to any registered student at the American University of Kuwait.

### Student Publications

Student publications for the University are important media for information and communication with

fellow students, and for creating and maintaining an environment of academic freedom and free expression. Student-run publications provide students with reporting, editorial, and management experiences and skill development. All student-run print or electronic media are expected to observe the established standards of professional journalism.

Students are advised and guided by faculty. The Office of the Dean of Student Affairs has supervisory power and ultimate responsibility for all student publications.

### Healthy Student Living

The Office of Student Affairs sponsors healthy living programs in an effort to promote “wellness” throughout the academic year. Students are encouraged to participate in the lectures and awareness campaigns that include such topics as emotional wellness, eating disorders, and substance abuse. These are voluntary participation activities that are in addition to the required course in Health and Fitness for students.

### STUDENT EMPLOYMENT

AUK students have the opportunity of employment in various units of the University. Employment of students on an hourly wage basis is available in the Library, the Office of the Dean of Student Affairs, the Continuing Education Center, and the Media and Dialogue Center.

AUK also has available to students a limited number of Research Assistantships to assist faculty in research projects. These are available through the Office of the Dean, College of Arts and Sciences. Students interested in such assistantships should consult with the Dean’s Office or directly with Professors who may be in need of research assistance. Selection of student assistants is made by the Professors, subject to funding.

### CAMPUS SECURITY

The American University of Kuwait seeks to create

a secure environment for individuals and property. Campus Security Officers patrol and monitor the grounds 24 hours a day. It also coordinates with the local authorities to insure the safety of AUK students, faculty, staff, and property.

All students, faculty, and staff must have proper AUK identification and may be asked to display their ID at the request of uniformed Security Officers before the use of Campus facilities.

Students in violation of campus security policies are referred to the Office of the Dean of Student Affairs.

### CODE OF ACADEMIC HONESTY

Members of the American University of Kuwait community study and work together in an institutional framework dedicated to the pursuit of knowledge and learning. Freedom of inquiry, learning, and intellectual pursuit flourishes only in a community in which the participants are committed to the mutual respect of each other’s role and activity. Academic freedom, freedom of expression and dissent, and tolerance of diversity are values of AUK that guide the norms of conduct of students, faculty, staff, and administration. The educational mission of the University community is best realized and advanced when the rights, responsibilities, and reasonable standards of conduct and academic integrity are observed. The American University of Kuwait expects from its students the highest standards of academic integrity and honesty in their conduct.

In light of the above noted values and norms of conduct, the Student Code of Academic Honesty outlines acceptable and unacceptable academic behavior for AUK students as well as appropriate disciplinary procedures, penalties, and sanctions for violations of academic integrity.

Upon admission to the American University of Kuwait, students agree to act responsibly in all areas of academic, personal, and social conduct and to take full responsibility for their individual and collective action. Such regulations are found in the American University of Kuwait Catalog, Student

Handbook, other official publications, and the AUK web site at [www.auk.edu.kw](http://www.auk.edu.kw).

Any student or student organization found to have committed the following violations or misconduct, either on or off campus, is subject to the disciplinary sanctions outlined in Adjudication Procedures.

## VIOLATIONS OF ACADEMIC HONESTY

### Academic Dishonesty

Including, but not limited to, the following:

#### *Cheating*

The term “cheating” includes, but is not limited to, copying homework assignments from another student; working together with another individual on a take-home test or homework when specifically prohibited from doing so by the Instructor looking at and/or copying text, notes or another person’s paper during an examination when not permitted to do so.

Cheating also includes the giving of work information to another student to be copied and/or used as his or her own. This includes, but is not limited to: giving someone answers to exam questions either when the exam is being given or after having taken an exam; informing another student of specific questions that appear or have appeared on an exam in the same academic semester; giving or selling a term paper, report, project, or other restricted written materials to another student. Some forms of dishonesty are detailed below.

#### *Plagiarism*

The term “plagiarism” includes, but is not limited to, an attempt of an individual to claim the work of another as the product of his or her own thoughts, regardless of whether that work has been published. Plagiarism includes, but is not limited to, quoting improperly or paraphrasing text or other written materials without proper citation on an exam, term paper, homework, or other written material submitted to an Instructor as one’s own work. Plagiarism also includes handing in a paper to an Instructor that was purchased from a term

paper service or downloaded from the Internet and presenting another person’s academic work as one’s own.

Individual academic departments may provide additional examples in writing of what does and does not constitute plagiarism, provided that such examples do not conflict with the intent of this policy.

#### *Violations of Copyrights*

International copyright laws must be observed by all students. Violations of copyright laws include making unauthorized use of printed materials, duplicating computer software, duplicating copyrighted materials, and reproducing audio-visual works.

#### *Dishonesty in Papers*

Papers submitted in courses must be the original work of the student with appropriate citations and references. Papers or other reports prepared by another person or purchased from another person or company and submitted as one’s own work is a violation of academic honesty.

#### *Work for One Course Submitted for Another*

Work submitted for one course may not be submitted for another. It is a violation of academic integrity to submit the same work in more than one course. The incorporation by students of past writing or research into current projects must be clearly indicated.

#### *Falsification of Data*

Deliberate falsification of data for course work, research papers or projects, and other academic activity is a violation of academic integrity.

#### *Inappropriate Collaboration*

Working and collaborating with a fellow student or others without acknowledging their assistance is a violation of academic integrity.

#### *Dishonesty During Exams*

This includes the use of unauthorized materials, receipt of information and/or answers from others during the examination, or the transfer of unauthorized materials, information, or answers to another student.

## ADJUDICATION OF ACADEMIC DISHONESTY

The University reserves the right of imposing on the violators of academic honesty disciplinary action ranging from a failing grade in the exam, paper or course to suspension or dismissal.

### Jurisdiction

#### *Faculty Jurisdiction*

The course Instructor has full authority to impose penalties in cases of academic violation of the University's Code of Academic Honesty that occur in his/her course.

Students wishing to bring charges of violation of academic honesty against another student should do so through the faculty member in whose course or academic activity the alleged code violation has occurred. In the case of students bringing charges against other students, the student bringing the charge must identify himself or herself to the faculty member.

All cases of violations of academic honesty must be reported to the Chair of the academic unit, the Dean of Student Affairs, and the Dean of the College or School.

#### *Administrative Jurisdiction*

In circumstances in which the faculty member chooses to refer such violation to the Chair of the Department and the Dean of the College or School, the following procedures will be observed:

Faculty members reporting an alleged case or incident of dishonesty must do so within two weeks from the date of discovery of the alleged dishonesty. The charge of dishonesty must be supported by appropriate documentation and should be reported to the Chair of the academic unit who in turn will report it to the relevant Dean. The Chair will quickly notify the student of the charge and will arrange to discuss the charge with the student in a preliminary meeting. The Chair will also notify the Dean of Student Affairs and the Dean of the College or School in which the alleged offense occurred.

At the preliminary meeting, the student will be presented with the charge made and the evidence provided by the faculty member. The student will be advised of the adjudication procedures including his/her rights and given the opportunity to respond. The student may respond immediately or may be asked to respond in writing within five (5) working days. Any statement or signed document by the student will become part of the evidence in the case.

If the student fails to attend this preliminary meeting, the Chair may proceed with the process as appropriate.

The Chair may, if needed, gather additional evidence from the student, the complainant, and other appropriate parties prior to the adjudication process.

Faculty members will not submit grades for the work in question or for the course until the case has been adjudicated. The faculty member may, at his or her discretion, discuss the alleged case of dishonesty with the student before the case has been adjudicated. If a semester grade is to be submitted before the resolution of the case, a grade of *N* will be entered on the transcript for that course.

After reviewing the charges and the evidence, the Chair will recommend disciplinary action to the Dean of Academic Affairs. The Dean (or Dean's appointed designee) may dismiss the case, remand the case to the faculty member bringing the charge, or assign a penalty.

The Dean has the authority to request a meeting with the student at any time.

No legal counsel or external advisor is permitted at any point during the adjudication procedure.

### Penalties

Students are advised that violations of the Code of Academic Honesty will be treated seriously by the faculty and the Dean of Academic Affairs. The Dean will take into account both the seriousness of the offense and any particular circumstances

involved in assigning a penalty. Repeat offenders may be subject to more severe penalties.

Penalties for an academic offense may include but are not limited to one or more of the following, progressively more severe:

- Resubmission of the work or the retaking of the exam in question.
- Submission of alternative work or exam for the course in which the offense occurred.
- A lower grade or F for the work found to be in violation of the Code of Academic Honesty.
- A grade of F or WF for the course in which the offence occurred.
- Denial of credit for the course in which the offense occurred.
- Suspension for one or more academic semesters, including the semester or session in which the offense occurred.
- Dismissal for a specified time or permanently from the University.

The student found in violation of the Code may not withdraw from a course in which an academic infraction has occurred and a penalty applied.

No refund or cancellation of tuition or fees is provided in such cases.

The Dean (or Dean's appointed designee) will notify the student in writing of the finding of violation and the appropriate penalty assigned. The faculty member bringing the charge and the Chair of the academic unit will also be notified in writing of these results. If the student is majoring in a different School or College, the Dean of the other College or School will also be informed in writing as will the Dean of Student Affairs.

### Student's Right of Appeal

Students have the right of appeal of the adjudication process.

Appeals must be made in writing within 21 days of the date of notice.

Appeals are limited to grounds of improper procedure and lack of relevant evidence at the time

of the original administrative review, or excessive penalty. Appeals will be reviewed by the Dean of Academic Affairs. The Dean may consult the record of the case, the appeal request, and any person involved in the process of adjudication. The Dean of Academic Affairs in consultation with the Dean of Students makes the final decision. The Dean will issue a final determination of the case.

### Records of Disciplinary Actions

All records related to student violation of the Code of Academic Honesty will be retained for a period of seven (7) years after the student's last registration at American University of Kuwait. If the violation and penalty is noted on the student's permanent record, the record is maintained indefinitely. These, as all student records, are subject to University regulations of confidentiality of student records.

Students have the right to review their records of the violations of the Code of Academic Honesty through a written request.

## STUDENT CODE OF CONDUCT

The Student Code of Conduct governs behavior on or off campus that is illegal according to Kuwaiti law, affects the learning and teaching process in the University, disrupts or potentially disrupts the learning process of fellow students, or the teaching or administrative process of the University. Because learning and intellectual growth can only be achieved in an atmosphere free of intimidation and coercion, students must observe local laws as well as the academic and behavioral regulations of the American University of Kuwait.

Examples of violations of Student Code of Conduct include but are not limited to the following:

### *Unauthorized Computer Usage*

Unauthorized use of University computers may include entry into a computer file, to use, read, or change the contents, or for any other purpose; unauthorized transfer of a file; unauthorized use of

another individual's identification and password; use of computing facilities to interfere with the work of another student, faculty member, or AUK official; use of computing facilities to send or receive obscene or abusive messages; use of computing facilities to interfere with the normal operation of AUK computing system.

#### *Telephone Tampering*

Tampering with, damaging, or destroying University telephone equipment or service, tampering or unauthorized use of access codes, falsely using telephone credit cards, or otherwise fraudulently use of University telephones.

#### *False Information*

Providing false information to any AUK official or faculty member is a violation of the Conduct Code.

#### *Forgery*

Altering, forging or misusing any AUK document, record, or certificate of identification. Possession of forged, fraudulent, or altered documents of identification on the University campus or at University-sponsored events or activity.

#### *Disruption of University Activity*

Disruption or obstruction of teaching, research, administration, adjudication, or disciplinary proceedings, other AUK activities, including its public functions on or off campus, or other authorized non-AUK activities, when the act occurs on the AUK campus.

#### *Physical or Verbal Abuse*

Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct, which threatens or endangers the physical or emotional health or safety of any person on University Campus is a violation of the Conduct Code.

#### *Theft or Damage to Property*

Attempted or actual theft of property of AUK or property of a member of the AUK community or other personal or public property is a violation of the Code of Conduct. Willful, purposeful, or irresponsible damage to University premises or property or to other property on University Campus is also a violation of the Conduct Code.

Possession of stolen or unauthorized property on the University campus or at University events or activities is a violation of the Conduct Code.

#### *Discrimination*

Discrimination towards a person or group on the basis of age, sex, religion, race, color, disability, marital status or national origin is against University policy.

#### *Sexual Harassment*

Sexual harassment is defined as any unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, which makes submissions to or rejection of such conduct either an explicit or implicit basis for academic decisions affecting the individual, or unreasonably interferes with the individual's academic performance by creating an intimidating, hostile, or offensive environment.

Conduct which falls into the definition of sexual harassment includes, but is not limited to, unwelcome physical contact of a sexual nature such as patting, pinching, or unnecessary touching; overt or implied threats against an individual to induce him/her to perform sexual favors or to engage in an unwelcome sexual relationship; verbal innuendos or jokes of a sexual nature, including graphic or degrading verbal comments about an individual and/or his or her appearance; use of sexually suggestive terms or gestures to describe a person's body, clothing, or sexual activities.

#### *Sexual Battery/Assault*

Sexual battery or assault is commonly referred to as rape or attempted rape of a male or female. Any sexual act that is perpetrated on a person without that person's consent is sexual battery/assault and is a criminal act.

Both males and females may be victims of sexual battery. It does not matter whether the victim knew his/her attacker (date/acquaintance rape) or did not know his/her attacker (stranger rape). It does not matter if the victim has had a previous relationship with his/her attacker.

Consent means intelligent, knowing, and voluntary consent and does not include a coerced submission

or a submission obtained by threatening the victim. Consent shall not be deemed or construed to mean the failure by the alleged victim to offer physical resistance to the offender. Furthermore, consent cannot be obtained from a person who is temporarily or permanently incapable of appraising the nature of his/her conduct. For example, a person who is under the influence of an intoxicating substance may be unable to appraise the nature of his/her conduct.

#### *Compliance with University Policies*

Failure to comply with published University policies, regulations, rules, and procedures is a violation of those policies.

#### *Non-Compliance with Directions*

Failure to comply with directions of AUK officials or law enforcement officers who are acting in performance of their duties, and/or failure to identify oneself to these persons when requested to do so is a violation of the Code of Conduct.

#### *Unauthorized Use of Keys*

Unauthorized possession, duplication, or use of keys to any AUK premises, or unauthorized entry to or use of AUK premises is considered a violation of the Code of Conduct.

#### *Unauthorized or Unlawful Entry*

Entry or attempt to enter without lawful authority any building or facility of the University, including entry against the will of the lawful occupant or of the person authorized to remain. Refusing to depart the premises in accordance with the demand of the authorized occupant or of the person in charge is also a violation of the Code of Conduct.

#### *False Representation*

Unauthorized contracting or representation in the name of the University and/or the unauthorized use of the University's corporate name, seal, logo or images is a violation of the Code of Conduct. The same holds for any subdivision of the University.

#### *Unauthorized Soliciting*

Unauthorized soliciting, selling, or promoting private business by any individual, group, or organization on the University campus or at any University event or function is a violation of the Code of Conduct.

#### *Violation of Law*

Violation of local or country law on AUK premises or at AUK sponsored or supervised activities and events is also a violation the Code of Conduct.

#### *Violation of Law and AUK Regulations*

If a student is charged only with an off-campus violation of the law, but not with any other violation of the Code of Conduct, disciplinary action may be taken and sanctions imposed for grave misconduct that demonstrates flagrant disregard for the AUK community and/or disrupts the educational mission of the University.

AUK disciplinary proceedings may be instituted against a student charged with violation of a law that is also a violation of this student Code of Conduct. Proceedings under this Code may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus.

When authorities charge a student with a violation of law, AUK will not request or agree to special consideration for that individual because of his or her status as a student. If the alleged offense is also the subject of a proceeding before the Student Conduct Committee under the Code of Conduct, however, AUK may advise off-campus authorities of the existence of the Student Code of Conduct and of how such matters will be handled internally within the AUK community.

AUK will cooperate fully with law enforcement and other agencies to the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators. Individual students and faculty members, acting in their personal capacities, remain free to interact with governmental representatives, as they deem appropriate.

#### *Controlled or Illegal Substances*

Use, possession, or distribution of narcotic or other controlled or illegal substances except as expressly permitted by law is a violation of the Code of Conduct.

Smoking in classrooms, on elevators, and in other than designated smoking areas is prohibited.

### *Alcohol*

Use, possession, or distribution of alcoholic beverages is not permitted by Kuwaiti law and AUK regulations.

### *Public Intoxication*

Public intoxication is not acceptable and is against AUK regulations.

### *Gambling*

Gambling, betting, or other illegal or unauthorized games or contests of chance, on the University campus or through the use of University computers are a violation of the Code of Conduct.

### *Weapons and Dangerous Materials*

Illegal or unauthorized possession, distribution or use of firearms, explosives, other weapons, or dangerous chemicals on AUK premises are a violation of the Code of Conduct.

### *Unauthorized Demonstration*

Participation in a campus demonstration which disrupts the normal operations of the University and infringes on the rights of other members of the AUK community, or leading or inciting others to disrupt scheduled and/or normal activities within any campus/center building or area, or intentional obstruction which unreasonably interferes with freedom of movement, either pedestrian or vehicular, on campus is a violation of the Code of Conduct.

### *Obstruction of Movement*

Obstruction of the free flow of pedestrian or vehicular traffic on AUK Campus or at University sponsored or supervised functions is a violation of the Code of Conduct.

### *Disorderly Conduct*

Conduct which is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on the University campus or at functions sponsored by, or participated in by AUK is a violation of the Code of Conduct.

*Abuse of the Student Discipline System*, including but not limited to:

Failure to appear before a responsible Student Affairs Officer, Hearing Officer, Student Conduct Committee, or other AUK officials when requested to do so.

Falsification, distortion, or misrepresentation of information before a Student Conduct Committee is a violation of the Code of Conduct.

Disruption or interference with the orderly conduct of a Student Conduct Hearing and false accusations of student misconduct knowingly without cause is a violation of the Code of Conduct.

Attempting to discourage an individual's proper participation in, or use of, the student discipline system.

Attempting to influence the impartiality of a member of a Student Conduct Committee prior to, and/or during the course of, the Student Conduct Hearing is a violation of the Code of Conduct.

Harassment (verbal or physical) and/or intimidation of a member of Student Conduct Committee prior to, during, and/or after a Student Conduct Hearing is a violation of the Code of Conduct.

Failure to comply with the sanction(s) imposed under the Code of Conduct. Influencing or attempting to influence another person to commit an abuse of the student discipline system.

### *Bribery*

Offering or giving money or other property, or any item of service to an AUK employee for the purpose of attempting to obtain assistance that would not have otherwise been provided.

### *Tampering with Student Elections or Organizational Records*

Tampering with the election of any recognized AUK student organization or its records.

## **STUDENT OMBUDSMAN**

The Assistant to the Dean of Student Affairs shall serve as the University Student Ombudsman and



will serve as an advocate for students' general issues and concerns. The Ombudsman guides students to appropriate personnel and provides students with appropriate University policies and procedures.

If a student's issue is related to academic standards of progress, graduation requirements, access to courses, or other academic policies, the Ombudsman will refer the student to the appropriate Dean/Director. The Dean/Director or his designee will review the student's petition and interview the student. The Dean/Director or his designee shall approve or disapprove the petition.

## RIGHTS AND RESPONSIBILITIES

Each student has a duty to understand the rules and regulations set forth by the University. Ignorance of a rule or regulation shall not be an acceptable defense by the Dean of Student Affairs, the Academic Dean, or the Student Conduct Hearing Committee established by the Office of the Dean of Student Affairs.

No student or member of the University community shall be deprived of academic freedom, civil rights, and liberties without due processes of applicable University regulations.

No disciplinary sanctions may be imposed upon any student or member of the University community under authority of the University without due process provided.

## PROCEDURES: STUDENT CODE OF CONDUCT

The administration of student discipline shall be flexible and consistent with the philosophy and educational objectives of the American University of Kuwait. In those cases not likely to result in a termination of a student's enrollment at the University, the Dean of Student Affairs shall have the responsibility for the administration of student sanctions and may impose varying degrees and types of disciplinary actions.

## Student Conduct Review Procedures

Any member of the AUK community may file charges against any student or student organization for misconduct. Charges must be prepared in writing and directed to the Dean of Student Affairs. Any charge(s) should be submitted as soon as possible after the event takes place, preferably within forty-eight hours. The Dean of Student Affairs will convene the Code of Conduct Committee.

The Code of Conduct Committee will review evidence, meet with witnesses and the accused. The Code of Conduct Committee will recommend adjudications to the Dean of Student Affairs. The Dean of Student Affairs will render a decision. The student will be informed of the sanctions in writing.

The Code of Conduct Committee shall consist of five members chosen from Academic and Student Affairs, and one student representative. The University Ombudsman, from among the five members of the Code of Conduct Committee, shall assume the role of the Chair of the Committee.

## Sanctions

*Warning.* An oral or written notice that the student is violating or has violated institutional regulations may be issued.

*Probation.* A written reprimand for violation of specified regulations may be issued. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to be violating any institutional regulation(s) during or after the probationary period.

*Loss of Privileges.* Denial of specified privileges for a designated period of time may be issued.

*Fines.* Established and published fines may be levied.

*Restitution.* Compensation for loss, damage, or injury must be made. This may take the form of appropriate service and/or monetary or material replacement.

**Discretionary Sanctions.** Work assignments, service to AUK, or other related discretionary assignments.

**Suspension.** This entails separation of the student from AUK for a defined period of time, after which the student is eligible to return. Conditions for re-admission may be specified.

**Expulsion.** Dismissal or permanent separation of the student from AUK may be imposed. Expulsion is recommended to the Dean of Academic Affairs who in turn imposes the sanction in consultation with the University President.

Regarding **groups** or **organizations**, the following sanctions may be imposed.

**Sanctions** listed above.

**Deactivation** or loss of specific organizational privileges for a specified period of time may be imposed.

### **Expunging of Student Record**

Other than AUK suspension and expulsion, disciplinary sanctions shall not be made part of the student's permanent academic record but shall become part of the student's confidential record held by the Dean of Student Affairs. Upon graduation, the student's confidential record may be expunged of disciplinary actions other than suspension or expulsion upon written application to the Dean of Student Affairs. Cases involving the imposition of sanctions other than suspension or expulsion shall be expunged from the student's confidential record five years after final disposition of the case.

### **Appeals**

A student, student organization, or complainant may appeal the sanctions imposed by the Code of Conduct Committee. Such appeals shall be in writing and shall be delivered to the Dean of Student Affairs within five business days of the receipt of the sanctions.

If a student appeals the decision, the Dean of

Student Affairs shall decide if sanctions shall be in effect immediately, or pending the outcome of the appeal process. If the student or student organization poses a threat to any person, is unruly, disruptive, uncontrollable, damages or threatens to damage any property, or if some other very serious condition exists, the Dean of Student Affairs may suspend the student or organization from activity at AUK immediately, and have the student escorted off of AUK property.

The Code of Conduct Committee will forward all necessary paperwork to the Dean of Student Affairs, including, but not limited to, all incident reports filled out by AUK personnel, all security reports, any witness statements, and any police reports.

If the matter is referred to the Dean of Student Affairs, he or she will decide if the matter will be heard and notify the student or student organization in writing of the decision.

The Dean of Student Affairs will review all pertinent paperwork forwarded from the Committee Chair. A time shall be set for a hearing, not less than five and not more than fifteen business days after the student has been notified. Maximum time limits for scheduling of hearings may be extended at the discretion of the Dean.

The Dean of Student Affairs, after hearing the case in the manner outlined in this Procedure, shall recommend upholding or overturning the decision. The Dean may also modify the recommended adjudication.

### **Hearing Procedures**

Hearings normally shall be conducted in private.

In hearings involving more than one accused student, the Chair of the Hearing Committee, in his or her discretion, may permit the hearings concerning each student to be conducted separately.

The complainant and the accused have the privilege of being assisted by any advisor they choose. The complainant and/or the accused are

responsible for presenting his or her own case and therefore, advisors are not permitted to speak or participate directly in any hearing.

The complainant, the accused, and the Code of Conduct Committee shall have the privilege of presenting witnesses, who may be subject to questioning.

The student or student organization must notify the Committee Chair of any witnesses and/or evidence they wish to present, at least three business days prior to the hearing.

Pertinent records, exhibits, and written statements may be accepted as evidence for consideration at the discretion of the Committee Chair.

All procedural questions are subject to the final decision of the Committee Chair.

At the discretion of the Committee Chair, the accused may have the privilege of facing the accuser.

There shall be a single verbatim record, such as a tape recording, of all hearings before the Code of Conduct Committee. The record shall be the property of AUK and stored in the Office of the Dean of Student Affairs.

After the hearing, the Code of Conduct Committee shall determine by simple majority vote if the student has violated the section(s) of the Student Code that the student is charged with violating.

The Code of Conduct Committee's determination shall be made on the basis of whether it is more likely than not that the accused student violated the Code of Conduct.

If the Code of Conduct Committee determines that a violation(s) of the Code of Conduct has occurred, it will vote on sanction(s) to recommend to the Dean of Student Affairs.

The Dean of Student Affairs after receiving the recommendation of the Committee Chair may impose sanctions on the student or student organization. Sanctions will be delivered in writing.

Except in the case of a student charged with failing to obey the summons of the Code of Conduct Committee or AUK official, no student may be found to have violated the Student Conduct Code solely because the student failed to appear before the Code of Conduct Committee. In all cases, the evidence in support of the charges shall be presented and considered.

A quorum for the Code of Conduct Committee will be the Committee Chair and three members of the Code of Conduct Committee.

The decision of the Dean of Student Affairs is final.

### **Interpretation and Revision**

Any question of interpretation regarding the Student Code shall be referred to the Dean of Student Affairs (or designee) for final determination.

The Code of Conduct shall be reviewed periodically at the discretion of the Dean of Student Affairs.

## **POLICY REGARDING DISRUPTIVE STUDENTS**

The University values academic freedom, freedom of expression and dissent, and tolerance of diversity. Students, faculty, staff, and administration are expected to honor these values. The Disruptive Student Policy protects students, faculty and staff, and administration from any disruptive behavior of students.

Students who do not conform to the standards of appropriate behavior as set forth by the American University of Kuwait will not be permitted to interfere with other students' access to an education. American University of Kuwait students are subject to State of Kuwait laws, and all policies and procedures of AUK. Violation of these published laws and University policies and procedures may subject the violator to appropriate action by University authorities.

The Dean of Student Affairs is authorized to suspend or expel students because of disruptive behavior. If required, the Dean of Student Affairs will use appropriate legal processes. Nonviolent student dissent does not fall under the purview of this policy.

Students who exhibit disruptive behavior serious enough to merit disciplinary action, may cause University officials to refer the students for appropriate psychological/psychiatric evaluation. The University will retain the services of a psychological/psychiatric evaluator to assess the behavior and psychological condition of students who exhibit disruptive behavior or threaten bodily harm to themselves or others or exhibit severely disoriented perceptions and/or behaviors. Alternatively, counselors may be called upon to assist students who exhibit less severe disruptive behavior.

All records associated with the treatment or disciplinary process are confidential.

Students suspended under this policy may re-enroll only after certification by a licensed clinical psychologist or psychiatrist and upon approval of the Dean of Student Affairs.

### **Procedures Regarding Dismissal of Disruptive Students**

For students suspended or expelled under this policy, the Dean of Student Affairs shall consult with the student's Professors regarding the student's grades for the term during which they have been suspended or expelled. Final determination of grades, however, shall rest with the Professors.

If a student has been removed from the University through disciplinary dismissal, expulsion, or suspension due to disruption of the educational process, or the endangerment of the health and safety of others, and returns to the University in a subsequent academic semester as a student, the Dean Student Affairs may share with the student's Professors otherwise confidential information concerning the student when in his/her judgment it will further the educational interests.

To protect confidentiality and the possible sensitive nature of the information, the Dean of Student Affairs should share the information in person with the Faculty member, and point out the nature of the information and its educational relevance. Only relevant information should be shared, not the entire record. No copies of the confidential record shall be made.

All referrals for immediate intervention with a disruptive student will be made to the Dean of Student Affairs. The Dean will assess the student's condition. The Dean will determine whether an evaluation with a consultant is necessary, and/or his/her designated representative will make the referral to a professional clinician for psychological and/or psychiatric evaluation.

The student will be informed of the reason(s) that he/she is being referred for the initial evaluation at his or her expense. The results of the evaluation will be used by the Dean and other appropriate staff in determining the student's enrollment status with the University.

The University will identify and recommend the services of professional clinicians who are appropriately licensed and have appropriate credentials in the field of mental health and who are available to the student within three hours after initial contact with the Dean of Student Affairs and his/her designee. The mental health professional will provide a written evaluation and diagnosis of the student in a timely manner following referral and will provide information regarding follow-up treatment if necessary. On campus counselors will provide immediate crisis intervention if the severity of the incident or the condition of the student so warrants.

### **Re-enrollment Process of Disruptive Students**

If a student who has been removed from the University under the Disruptive Student Policy, applies for re-entry to the University, the following process will be followed.

The student must contact the Dean of Student Affairs regarding his/her request for resuming studies.

The Dean of Academic Affairs or his designee must approve the student's course selection during the first semester of re-enrollment in the University. Courses chosen will be appropriate to student's background and to his/her educational plans.

Prior to the beginning of the student's first semester of re-enrollment, the Dean of Student Affairs or Dean's designee will inform the student's instructors of any relevant educational information.

# College of Arts and Sciences

- **Dean**
- **Administrative Divisions**
  - **Division of Humanities and Social Sciences**
  - **Division of Computer Science and Information Systems, Mathematics and Sciences**
  - **Pre-University Intensive English Program**
  - **Service Disciplines**
- **Faculty**
- **Anthropology and Sociology Program**
- **Communication and Media Studies Program**
- **Computer Science and Information Systems Program**
- **Economics Program**
- **History and International Studies Program**
- **Language and Literature Programs**
- **Arabic Language and Literature Minor Program**
- **English and Comparative Literature Program**
- **Pre-University Intensive English Program**
- **Other Disciplines and Service Courses**

## DEAN

**Samih K. Farsoun, Ph.D.**

The College of Arts and Sciences provides students with a well-rounded learning experience that motivates life-long learning and encourages analytical and critical thinking in areas of the arts and sciences. The curriculum is designed to inform, inspire, and invigorate the intellectual, scientific, quantitative, cultural, health, and creative potential of the students. Particular emphasis is placed on issues related to leadership, moral development, and ethical practices.

Students also learn to examine and appreciate the traditions and contributions of Arab/Islamic, Eastern, and Western cultures. Furthermore, in this increasingly global and interconnected world, students will develop the knowledge of world affairs and an appreciation of the moral and ethical dimensions of collective life.

Graduates of the College of Arts and Sciences at AUK will be prepared and qualified to pursue varied careers, graduate training in professional fields, and/or graduate studies towards a Master's or Doctoral degree in their chosen disciplines. Arts and sciences are the foundation for careers in all public and private sectors.

## ADMINISTRATIVE DIVISIONS IN THE COLLEGE OF ARTS AND SCIENCES

The College of Arts and Sciences is administratively divided into three principal divisions:

- The Division of Humanities and Social Sciences
- The Division of Computer Science and Information Systems, Mathematics and Sciences
- The Pre-University Intensive English Program

### Division of Humanities and Social Sciences

**Chair:** Ben Bennani, Ph.D.

The Division of Humanities and Social Sciences comprises the following degree programs:

- *Anthropology and Sociology*  
Degree program Anthropology and Sociology
- *Communication and Media Studies*  
Degree programs in Public Relations and Advertising and in Journalism
- *Economics*
- *History and International Studies*  
Degree program with Concentrations in Area Studies, Comparative Studies, Global Studies and Kuwait and Gulf Studies. Includes the Gulf Semester Program
- *Language and Literature*  
Degree program in English and Comparative Literature  
Minor in Arabic

And the following service disciplines:

- Cultural Studies
- Music
- Performing Arts
- Philosophy
- Religion

## Division of Computer Science and Information Systems, Mathematics, and Sciences

**Chair:** Victor Mazmanian, Ed.D.

The Division of Computer Science and Information Systems, Mathematics and Sciences has the following Degree Program and service disciplines:

- *Computer Science and Information Systems Program*

And the following service disciplines:

- Biology
- Chemistry
- Mathematics and Statistics
- Physics

### Pre-university Program in Intensive English

The American University of Kuwait has developed a special preparatory program in Intensive English for students who qualify for admission into the University but whose English Language skills falls below the minimum computer-based TOEFL score (190) needed for University studies. The Program is designed to increase the language skills of students and empower them to succeed in University studies. This preparatory Intensive English year (or semester) is part of a five-year program of study towards the desired degree. It is intended to provide the student not only with the necessary skills in the English language but also in study skills, note taking, and other learning methods for success in the University. The Intensive English Program is described in detail later in the Catalog.

### Service Disciplines

Besides courses needed for the degree programs, the University also offers service and elective courses in many other disciplines. These disciplines include:

- Biology
- Chemistry
- Cultural Studies
- Environmental Studies
- Mathematics

- Music
- Performing Arts
- Philosophy
- Physics
- Religion
- Statistics

The available courses are described in the Course Description section of the Catalog.

## FACULTY

The faculty of the College of Arts and Sciences is a distinguished and highly diverse group of teachers and scholars who have cutting-edge expertise in their respective fields, and have lived, studied, and taught in many countries and cultural milieus.

**Professor:** Ben Bennani (English and Comparative Literature); Jeremy Cripps (Accounting and Business Administration); Samih Farsoun (Sociology and Middle East Area Studies); Shafeeq Ghabra (Political Science/Comparative Politics and Middle East Area Studies); Raymond Tennant (Mathematics).

**Associate Professor:** Craig Loomis (English and Comparative Literature); Victor Mazmanian (Physics); Neamat Mosaad (Physics); Ghazi Nassir (English and Comparative Literature); James Stone (English and Comparative Literature); Lilly Tennant (Education); Fernand Tessier (Mathematics).

**Assistant Professor:** Shereef Abu Al-Maati (Computer Science and Information Systems); Afaf Al-Bataineh (Arabic Language and Literature); Rawda Awwad (English and Comparative Literature); Ali Charara (Biology).

**Instructors:** Abdul-Aziz Abal; Pauline Arthur; John Barnett; Margaret Combs; David Hart; Alison Larkin Koushki; Joan Logue; Michael McMurray; David Oliver; Donald Prades; Rebecca Sanchez-Loomis; Catherine Warner-Bennani.

# Anthropology and Sociology Program

Human societies exist in a world shaped by natural and human-made environments (“ecology”); systems or structures of social relationships, exchanges, and groupings (“society”); and language-based capacities for expressing thought, telling stories, constructing theories, making art, and reasoning (“culture”). These aspects of being human are the subject matter of the closely related disciplines of anthropology and sociology. Anthropology is the study of the historically changing and contemporary unity and diversity of human environments, institutions, social relationships, systems of thought, and their dynamic interconnections. Sociology investigates how individuals form groups, create and change social patterns, and how their social creations in turn influence their lives. Both disciplines use qualitative (“ethnographic”) and quantitative methods to analyze the social world. The micro level focuses on the individual in society. The middle level concerns institutions such as the family and kinship, social processes such as social mobility, population change, migration and urbanization, and aspects of society such as work and leisure and the emergence of “network” societies. The macro level focuses on societies interacting as parts of global systems in which prior frontiers of geography, politics, and culture become increasingly eroded. Anthropologists and sociologists both study issues such as class formation, gender relationships, ethnicity and ethnic revitalization, religious movements and authority, poverty and economic development, nation building, mass media, migration, the culture of business organizations and markets, trans-national cultural competency, and intercultural business communication. Anthropology and Sociology are disciplines that seek knowledge of human sociation as an end in itself and as a means for informed social change.

Graduates of the Anthropology and Sociology Program often find employment in government

agencies, non-governmental organizations, international aid and development agencies, and in the private sector in management positions, community service, social service, and in media and research organizations. With knowledge of the quantitative and qualitative methods of social science research, Anthropology and Sociology graduates can also be employed by research and consulting organizations, polling organizations, and print and electronic media organizations.

The Anthropology and Sociology (ANSO) Program includes both a core of required courses and concentration requirements in each of the two disciplines.

## BACHELOR OF ARTS (B.A.) IN ANTHROPOLOGY AND SOCIOLOGY (ANSO)

### Admission to the Programs

A cumulative GPA of 2.00, a grade of 2.00 or higher in the two semester sequence, ANSO 201 & 202, “Ways of Knowing: An Introduction to Anthropology and Sociology,” and approval by the Program Advisor are prerequisites to formal admission to the Major.

### University Degree Requirements (120)

A total of 120 credit hours, including the following:

#### General Education Requirements (54):

- English Language Competency Requirement (9)
- Oral Communication Requirement (3)
- Arabic Language and Culture Requirement (6)
- Mathematics and Statistics Requirement (6)
- Logic Requirement (3)
- Computers and Information Systems Requirement (3)
- Health and Physical Education Requirement (3)
- Essentials of Learning Requirement (1)
- Humanities Requirement (6)
- Social Science Requirement (6)
- Science Requirement (8)



*Major Requirement (30)*  
*Related Field Requirements (18)*  
*Electives (18)*

### Major Requirements for Anthropology or Sociology (30)

The Major in Anthropology and Sociology has a common core of six required courses (18 credit hours including the prerequisites, ANSO 101 and 201), followed by concentration requirements of four courses (12 credit hours).

### Core Course Requirements for Anthropology or Sociology (18)

- Prerequisite:

**STAT 201** Introduction to Statistics (3) [This course is required in the General Education Requirements.]

Students majoring in Anthropology and Sociology must complete the following six Core Courses (18 credit hours).

- ANSO 101** Ways of Knowing I: An Introduction to Sociology and Anthropology (3)  
**ANSO 201** Ways of Knowing II: Enduring Issues and Findings in Sociological and Anthropological Research (3)  
**ANSO 323** Introduction to Qualitative Research Methods (3)  
**ANSO 324** Introduction to Quantitative Research Methods (3)  
**ANSO 338** Social Theory (3)  
**ANSO 461** Seminar in Anthropology and Sociology (3)  
**ANSO 481** Internship in Anthropology and Sociology (3)

### Concentration Courses in Anthropology and Sociology (12)

Anthropology and Sociology Majors must complete four courses (12 credit hours) from among the following.

**ANSO 205** Arab Society (3)

- ANSO 206** The Socio-Economics of Arab States (3)  
**ANSO 207** Introduction to Kuwaiti Society (3)  
**ANSO 213** Thought, Ideology and Change in the Middle East (3)  
**ANSO 215** Social and Cultural Change in Post-Colonial Africa (3)  
**ANSO 216** South Asian Societies and Cultures (3)  
**ANSO 302** Inequality: Socio-Economic, Ethnic and Racial (3)  
**ANSO 321** Family and Kinship in Contemporary Societies (3)  
**ANSO 322** Population Studies (3)  
**ANSO 329** Agrarian and Pastoral Societies in the Middle East (3)  
**ANSO 333** Economic Development and Socio-Cultural Change (3)  
**ANSO 338** Social Theory (3)  
**ANSO 339** Labor Migration and Work in Multicultural Societies (3)  
**ANSO 341** Gender in Society and Culture (3)  
**ANSO 342** Womenpower: Debates Over Women in Public Life (3)  
**ANSO 343** Gender and Feminist Theory (3)  
**ANSO 347** Urbanization and Urban Life (3)  
**ANSO 345** Global Environment and Society (3)  
**ANSO 403** Comparative Study of Social Movements (3)  
**ANSO 405** The Scientific Study of Religion (3)  
**ANSO 406** Business Culture and Society: Anthropological and Sociological Perspectives (3)  
**ANSO 421** Organizational Culture (3)  
**ANSO 427** Media Institutions in Arab Society (3)  
**ANSO 429** Cultural and Social Dimensions of Marketing (3)  
**ANSO 434** Globalization and Its Discontents (3)  
**ANSO 471** Independent Study in Anthropology and Sociology  
**ANSO 472** Seminar in the Study of Kuwaiti Society (3)  
**ANSO 481** Internship in Anthropology and Sociology (3)  
**PLSC 304** Arab Politics (3)  
**PLSC 327** Comparative Ethnicity, Identity and Ethnic Conflict (3)  
**PSYC 203** Social Psychology (3)  
**RELG 315** Comparative Religion (3)

### Related Field Course Requirements (18)

Anthropology and Sociology students must choose in consultation with the Academic Advisor six Related Field courses (18 credit hours), three from Area Studies and three from Comparative Studies or Global Studies.

#### Area Studies (9)

##### *American Studies*

- AMST 333 American Culture (3)
- AMST 403 American Legal Tradition (3)
- AMST 407 Religion, Race, Gender and Politics in America (3)
- AMST 409 American Foreign Policy Since WWII (3)
- HIST 320 American History from European Colonization to 1900 (3)
- HIST 321 Twentieth Century American History (3)
- HIST 402 American Social History (3)
- PLSC 315 American Government (3)
- PLSC 316 Politics in the U.S. (3)

##### *European Studies*

- ART 101 Art History (3)
- EURO 201 Introduction to European Studies (3)
- EURO 301 European Economy, Society and Politics (3)
- HIST 203 Ancient and Classical History (3)
- HIST 204 Survey of European History (3)
- HIST 205 History of Modern Europe (3)
- HIST 317 History of Britain (3)
- HIST 319 The British Empire (3)
- PHIL 101 Introduction to European Philosophy (3)
- PLSC 303 Politics of Postindustrial Societies (3)
- SWCL 201 Studies in Western Culture I (3)

##### *Arab and Islamic World*

- ART 103 Arab and Islamic Art (3)
- ECON 403 Regional Economics: The Arab East (3)
- ECON 415 Economics of Oil and Natural Resources (3)

- HIST 305 History of the Islamic World: 622-1800 (3)
- HIST 307 Arab History in the Late Ottoman Period: 1800-1922 (3)
- HIST 309 Twentieth Century Arab History (3)
- HIST 311 Ottoman History (3)
- HIST 333 Modern History of Kuwait and the Gulf (3)
- PHIL 201 Survey of Arab-Islamic Philosophy (3)
- PLSC 203 Arab Politics (3)
- PLSC 207 International Relations of Arab States (3)
- RELG 201 Introduction to Islamic Studies (3)
- RELG 301 Contemporary Islam and Islamic Movements (3)
- RELG 315 Comparative Religion (3)

##### *African Studies*

- INST 309 Contemporary Africa (3)

##### *South Asian Area Studies*

- RELG 303 Religious Traditions of East and South Asia (3)
- ASTD 410 Governments and Politics of South Asia (3)

##### *East Asia*

- ASTD 305 Modern China (3)
- ASTD 307 Japan and the Pacific Rim Since 1945 (3)
- ASTD 405 Economic Development and Politics of East Asia (3)

And either three courses (9 credit hours) in Comparative Studies or in Global Studies:

#### Comparative Studies (9)

- COMM 225 Theories of Communication in Multicultural Settings (3)
- ECON 305 Introduction to International Economics (3)
- ECON 405 Comparative Economic Systems (3)
- HIST 401 Economic History: Twentieth Century (3)
- INST 101 Introduction to International Studies (3)

- INST 339** International Organizations (3)  
**INST 400** Colonialism (3)  
**PLSC 204** International Political Economy (3)  
**PLSC 303** Politics of Postindustrial Societies (3)  
**PLSC 305** Politics of Developing and Emerging States (3)  
**PLSC 327** Comparative Ethnicity, Identity and Ethnic Conflict (3)  
**PLSC 405** International Relations Theory (3)  
**RELG 315** Comparative Religion (3)

*or*

### **Global Studies (9)**

- ECON 409** Economic Development (3)  
**ECON 419** Global Economics (3)  
**FINC 431** International Finance, Financial Markets and Institutions (3)  
**INST 309** The Dynamics of Globalization  
**INST 412** Sustainable Development (3)  
**ANSO 434** Globalization and its Discontents

### **Electives (18)**

Students must choose, in consultation with the Academic Advisor, six courses (18 credit hours).

### **MINOR IN ANTHROPOLOGY AND SOCIOLOGY (21)**

Students must complete the following five courses (15 credit hours):

- ANSO 101** Ways of Knowing I: An Introduction to Sociology and Anthropology (3)  
**ANSO 201** Ways of Knowing 2: Enduring Issues and Findings in Sociological and Anthropological Research (3)  
**ANSO 323** Introduction to Qualitative Research Methods (3) *or*  
**ANSO 324** Introduction to Quantitative Research Methods (3)  
**ANSO 338** Social Theory (3)

And any three additional courses from the ANSO list selected in consultation with the Academic Advisor.

# Communication and Media Studies Program

Communications and Media Studies prepare students for careers not only in journalism, advertising, and public relations but also in business and diplomacy, finance, politics, and education. Long recognized as essential to the modern world, media and communications today have become dynamic, fast-changing fields with multiple opportunities for employment in the growing ‘information age’ and the global trends toward more interconnection of societies, markets, politics, and cultures. The Communications and Media Studies Program focuses on how this works and how to make it work by training students both to critically evaluate and to produce reporting and creative media. These are inherently interdisciplinary fields, to which the program brings AUK’s commitments to interdisciplinary training and the liberal arts by grounding communications and media studies broadly in the humanities, social science, ethics, and thorough training in communications arts. The Communication and Media Studies Program aims to equip graduates to become leaders in their chosen careers, whether those are the traditional professions of journalism, advertising, and public relations or in business, diplomacy, or other government service.

The Communications and Media Studies Program offers two majors, one in Journalism (reporting for print and electronic media) and another in the creative media of Public Relations and Advertising.

- B.A. in Public Relations and Advertising
- B.A. in Journalism

Both programs combine the liberal arts backgrounds valued in modern corporations with analytical and research skills of the social sciences and humanities as bases for accuracy and integrity in communication and reporting.

Each Major begins with core courses in critical studies of media and theories of communications and culminates in a senior-year practicum for integrating learning with the current practices of journalism, advertising, and public relations in business and government, followed by a seminar where students can apply lessons learned. Majors take a total of twelve courses in these concentrations, plus five advanced courses in related fields, three in area studies, and two on global issues and comparative studies, in order to learn about research methods as well as the current state of knowledge in those fields.

The Program also offers minors of seven courses (21 credit hours) that focus on critical studies of journalism and of creative media to complement other Majors from business to international affairs, humanities, and social sciences.

Students pursuing the B.A. either in Public Relations and Advertising or in Journalism must complete the University General Education Requirements in the first two years and begin the core courses in the respective majors. Majors in this program must be declared by the end of the second semester of the sophomore or second year. Then, Majors must consult with the program Academic Advisor to set up a schedule of courses to complete the degree program requirements in the last two years. Each of the degree programs has a checklist of requirements and proposed schedule of courses to follow.

## BACHELOR OF ARTS (B.A.) IN PUBLIC RELATIONS AND ADVERTISING

### Admission to the Program

Students must apply and be approved for formal admission into the degree program (or Major) by the end of the second semester of their sophomore or second year. Student must have a minimum 2.00 GPA and approval of the Program Chair.

### University Degree Requirements (120)

A minimum of 120 credit hours, including the following:

**General Education Requirements (54):**

- English Language Competency Requirement (9)
- Oral Communication Requirement (3)
- Arabic Language and Culture Requirement (6)
- Mathematics and Statistics Requirement (6)
- Logic Requirement (3)
- Computers and Information Systems Requirement (3)
- Health and Physical Education Requirement (3)
- Essentials of Learning Requirement (1)
- Humanities Requirement (6)
- Social Science Requirement (6)
- Science Requirement (8)

**Major Requirements (36)**

- Related Fields Requirements: Humanities and Social Sciences (12)
- Related Fields Requirements: Area and Global/Comparative Studies (12)
- Electives (6)

**Major Requirements (36)**

Major requirements include four required core courses (12 credit hours), two capstone courses (a practicum and a seminar, 6 credit hours), and six elective courses (18 credit hours) in Public Relations and Advertising:

**Core Courses (12 credit hours)**

- COMM 210** Research for Public Relations, Advertising and Media (3)
- COMM 225** Theories of Communication in Multicultural Settings (3)
- COMM 301** Principles of Public Relations and Advertising (3)
- COMM 335** Communication Across Media (3)

**Capstone courses in the senior year (6 credit hours)**

- COMM 471** Practicum in Public Relations and Advertising (3)
- COMM 481** Seminar in Public Relations and Advertising (3)

**Major Electives (18)**

Student must chose in consultation with the Academic Advisor six courses (18 credit hours) from among the following:

- COMM 205** Writing for Advertising, Public Relations, and Media (3)
- COMM 333** Research and Writing for Speeches and Speech Delivery (3)
- COMM 338** Copywriting in Public Relations and Advertising (3)
- COMM 402** Multimedia Public Relations and Advertising Campaigns (3)
- COMM 405** International Public Relations and Advertising (3)
- MDIA 312** Writing and Editing News (3)
- MDIA 322** Writing and Editing Feature Articles (3)
- MDIA 427** Media Institutions in Arab Society (3)
- MKTG 200** Principles of Marketing (3)
- ANSO 406** Business Culture and Society: Anthropological and Sociological
- ANSO 429** Cultural & Social Dimensions of Marketing (3)
- BEAL 101** Business Ethics and Society (3)

**Related Fields Requirements (24)**

Students must choose in consultation with the Academic Advisor.

- Two advanced courses (6 credit hours) in the Humanities
- Two advanced courses (6 credit hours) in the Social Sciences.
- Two advanced courses (6 credit hours) in Area Studies
- Two advanced courses (6 credit hours) in Global/Comparative Studies

Introductory (typically 100 level) courses in these fields should be taken in the General Education Requirements.

**Humanities (6 credit hours)**

- ARAB 306** Modern Arabic Short Story (3) *or*
- ARAB 309** Modern Arabic Drama (3) *or*

- ARAB 401 Modern Arabic Poetry (3) *or*  
 ARAB 405 The Modern Arabic Novel (3)  
 ART 103 Arab and Islamic Art (3)  
 ENCL 355 Literature of Contemporary Times (3) *or*  
 ENCL 415 Literary Theory and Criticism (3)  
 HIST 204 Survey of European History (3)  
 HIST 205 History of Modern Europe (3)  
 HIST 309 Twentieth Century Arab History (3)  
 MUSC 105 Introduction to World Music (3)  
 PHIL 201 Survey of Arab-Islamic Philosophy (3)  
 RELG 301 Contemporary Islam and Islamic Movements (3)  
 RELG 303 Religious Traditions of East and South Asia (3)

*Social Sciences (6 credit hours)*

- ANSO 339 Labor Migration and Working in Multicultural Societies (3)  
 ANSO 302 Inequality: Socio-Economic, Ethnic and Racial (3)  
 ANSO 322 Population Studies (3)  
 ANSO 324 Intro to Quantitative Research Methods (3)  
 ANSO 347 Urbanization and Urban Life (3)  
 ANSO 403 Comparative Study of Social Movements (3)  
 ANSO 421 Organizational Culture (3)  
 ECON 201 Macroeconomics (3)  
 ECON 319 Industrial Organization (3)  
 ECON 415 Economics of Oil and Natural Resources (3)  
 PLSC 202 International Relations (3)  
 PLSC 305 Politics of Developing and Emerging States (3)  
 PSYC 203 Social Psychology (3)  
 PSYC 335 Psychology of Eating Disorders (3)  
 PSYC 315 Industrial and Organizational Psychology (3)

*Area Studies Courses (6 credit hours)*

- ANSO 207 Introduction to Kuwaiti Society (3)  
 ANSO 213 Thought, Ideology and Change the Middle East (3)  
 ANSO 215 Social and Cultural Change in Post-Colonial Africa (3)

- ANSO 216 South Asian Societies and Culture (3)  
 ECON 403 Regional Economics: The Arab East (3)  
 HIST 333 Modern History of Kuwait and the Gulf (3)  
 INST 400 Colonialism (3)  
 PLSC 207 International Relations of Arab States (3)  
 PLSC 304 Arab Politics (3)  
 PLSC 317 Government and Politics in Kuwait (3)

*Global/Comparative Studies (6 credit hours)*

- ECON 419 Global Economics (3)  
 INST 309 Dynamics of Globalization (3)  
 ANSO 434 Globalization and Its Discontent (3)  
 PLSC 303 Politics of Postindustrial Societies (3)

**Elective (6)**

Students must choose two courses (6 credit hours) in consultation with the Academic Advisor.

**MINOR IN PUBLIC RELATIONS AND ADVERTISING (21)**

Students must complete seven courses (21 credit hours) for the Minor, including the following four courses (12 credit hours):

- COMM 225 Theories of Communication in Multicultural Settings (3)  
 COMM 335 Communication Across Media (3)  
 COMM 301 Principles of Public Relations and Advertising (3)  
 MDIA 427 Media Institutions in Arab Society (3)

Students must choose in consultation with the Academic Advisor an additional two courses (6 credit hours) from advanced courses in Public Relations and Advertising and one course (3 credit hours) from the lists approved for Related Fields, Area Studies, and Global/Comparative Studies.

## BACHELOR OF ARTS (B.A.) IN JOURNALISM

### Admission to the Program

Students must apply and be approved for admission into the degree program (or Major) by the end of the second semester of their sophomore or second year. Student must have a minimum 2.00 GPA and approval of the Program Chair.

### University Degree Requirements (120)

A minimum of 120 credit hours, including the following:

#### General Education Requirements (54):

- English Language Competency Requirement (9)
- Oral Communication Requirement (3)
- Arabic Language and Culture Requirement (6)
- Mathematics and Statistics Requirement (6)
- Logic Requirement (3)
- Computers and Information Requirement (3)
- Health & Physical Education Requirement (3)
- Essentials of Learning Requirement (1)
- Humanities Requirement (6)
- Social Science Requirement (6)
- Science Requirement (8)

#### Major Requirements (36)

- Related Fields Requirements: Humanities and Social Sciences (12)
- Related Fields Requirements: Area and Global/Comparative Studies (12)
- Electives (6)

#### Major Requirements (36)

Major requirements include four required Core Courses (12 credit hours), two Capstone Courses (a practicum and a seminar, 6 credit hours) in the senior year, and six courses (18 credit hours) in Journalism.

Journalism Majors are encouraged to participate in the student newspaper, *Voice of AUK*, the Yearbook, and other AUK student publications as part of their training in the Journalism Major.

### Core Courses (12 credit hours)

- COMM 210** Research for Public Relations, Advertising and Media (3)
- COMM 225** Theories of Communication in Multicultural Settings (3)
- MDIA 301** Principles of Reporting and Editing (3)
- COMM 335** Communications Across Media (3)

### Capstone courses in the senior year (6 credit hours)

- MDIA 471** Practicum in Journalism (3)
- MDIA 481** Seminar in Journalism (3)

### Major Electives (18)

Students must choose in consultation with the Academic Advisor six courses (18 credit hours) from among the following:

- MDIA 312** Writing and Editing News (3)
- MDIA 322** Writing and Editing Feature Articles (3)
- MDIA 332** Writing and Editing Opinion-Editorials (3)
- MDIA 333** Broadcast Journalism (3)
- MDIA 402** Editing and Editorial Policies (3)
- MDIA 427** Media Institutions in Arab Society (3)
- ANSO 406** Business Culture and Society: Anthropological and Sociological Perspectives (3)
- BEAL 101** Business Ethics and Society (3)
- COMM 205** Writing for Public Relations and Advertising (3)
- COMM 333** Research and Writing for Speeches and Speech Delivery (3)
- COMM 402** Multimedia Public Relations and Advertising Campaigns (3)
- COMM 405** International Public Relations and Advertising (3)

### Related Fields Requirements: Humanities and Social Sciences (12)

Students must choose in consultation with the Academic Advisor.

- Two advanced courses (6 credit hours) in the Humanities
- Two advanced courses (6 credit hours) in the Social Sciences.

Introductory (typically 100 level) courses in these fields should be taken in the General Education Requirements.

### *Humanities (6 credit hours)*

- ARAB 306 Modern Arabic Short Story (3) *or*  
 ARAB 309 Modern Arabic Drama (3) *or*  
 ARAB 401 Modern Arabic Poetry (3) *or*  
 ARAB 405 The Modern Arabic Novel (3)  
 ART 103 Arab and Islamic Art (3)  
 ENCL 355 Literature of Contemporary Times (3)  
 ENCL 415 Literary Theory and Criticism (3)  
 HIST 204 Survey of European History (3)  
 HIST 205 History of Modern Europe (3)  
 HIST 309 Twentieth Century Arab History (3)  
 HIST 319 The British Empire (3)  
 MUSC 105 Introduction to World Music (3)  
 PHIL 201 Survey of Arab-Islamic Philosophy (3)  
 RELG 301 Contemporary Islam and Islamic Movements (3)  
 RELG 303 Religious Traditions of East and South Asia (3)

### *Social Sciences (6 credit hours)*

- ANSO 213 Thought, Ideology, and Change in the Middle East (3)  
 ANSO 302 Inequality: Socio-Economic, Ethnic and Racial (3)  
 ANSO 322 Population Studies (3)  
 ANSO 324 Intro to Quantitative Research Methods (3)  
 ANSO 333 Economic Development and Socio-Cultural Change (3)  
 ANSO 339 Labor Migration and Work in Multicultural Societies (3)  
 ANSO 347 Urbanization and Urban Life (3)  
 ANSO 403 Comparative Study of Social Movements (3)  
 ECON 201 Macroeconomics (3)  
 ECON 311 Banking & Finance  
 ECON 415 Economics of Oil and Natural Resources (3)  
 PLSC 202 International Relations (3)

- PLSC 203 Comparative Politics (3)  
 PLSC 305 Politics of Developing and Emerging States (3)  
 PSYC 203 Social Psychology (3)  
 PSYC 315 Industrial and Organizational Psychology (3)

### **Related Fields Requirements: Area and Global Comparative Studies (12)**

Students must choose in consultation with the Academic Advisor:

- Two advanced courses (6 credit hours) in Area Studies
- Two advanced courses (6 credit hours) in Global/Comparative Studies

### *Area Studies Courses (9 credit hours)*

- ANSO 207 Introduction to Kuwaiti Society (3)  
 ANSO 213 Thought, Ideology and Change in the Middle East (3)  
 ANSO 215 Cultural Changes in Post-Colonial Africa (3)  
 ANSO 216 South Asian Societies and Culture (3)  
 ANSO 342 Womenpower: The Debate over the Role of Women in Public Life (3)  
 ECON 403 Regional Economics: The Arab East (3)  
 ECON 409 Economic Development (3)  
 HIST 333 Modern History of Kuwait and the Gulf (3)  
 INST 400 Colonialism (3)  
 PLSC 304 Arab Politics (3)  
 PLSC 317 Government and Politics in Kuwait (3)  
 PLSC 207 International Relations of Arab States (3)

### *Global/Comparative Studies (6 credit hours)*

- ANSO 434 Globalization and Its Discontents (3)  
 ECON 419 Global Economics (3)  
 PLSC 303 Politics of Postindustrial Societies (3)

### *Electives (6)*

Students must choose two courses (6 credit hours) in consultation with the Academic Advisor.



### **Minor in Journalism (21)**

Students must complete seven courses (21 credit hours) for the Minor, including the following four courses (12 credit hours)

**COMM 225** Theories of Communication in Multicultural Settings (3)

**COMM 335** Communications Across Media (3)

**MDIA 301** Principles of Reporting and Editing (3)

**MDIA 427** Media Institutions in Arab Society (3)

Students must choose in consultation with the Academic Advisor an additional two courses (6 credit hours) from advanced courses in Media Studies or Communication and one course (3 credit hours) from the lists approved for Related Fields, Area Studies, and Global/Comparative Studies

# Computer Science and Information Systems Program

Computer Science and Information Systems (CSIS) is the study of informatics, computing, and computers. The globe has been brought together as never before through the Internet. The Program in CSIS entails the study of the theoretical principles, design and implementation of information and computer systems and networks. As computers have become an essential part of everyday activity in business, management, entertainment and personal life, the demand for specialists in both the software and hardware of computing has increased enormously.

The B.S. in Computer Science and Information Systems Program at American University of Kuwait is designed broadly on the theory, design, and applications of computer science, including networking and information systems. It is a rigorous program intended to produce Computer Science and Information Systems professionals.

The program prepares the students to work as application programmers, system programmers, operating system designers, system analysts, network and computer systems administrators and network systems and data communications analysts as well as database administrators, and in artificial intelligence. Students learn principles of information and computer science and acquire the know-how to design and implement systems and software application projects.

Careers in Computer Science and Information Systems may include database specialists, networking experts, systems analysts and designers, scientific numerical analysts, artificial intelligence programmers, and encryption in programming. The program has both academic and professional orientations leading either to a career in computer science or information systems or advanced studies in both fields.

## BACHELOR OF SCIENCE (B.S.) IN COMPUTER SCIENCE AND INFORMATION SYSTEMS

The B.S. in Computer Science and Information Systems program is designed to provide a balance between computer systems and information systems, a set of core requirements followed by concentrations in either Computer Systems or Information Systems, and real life applicability. The degree program has two concentrations:

- Computer Science
- Information Systems

### Admission to Program

Formal admission to the Major in Computer Science and Information Systems requires a GPA of 2.00 or better.

### University Degree Requirements (132)

A minimum of 132 credit hours, including the following:

#### General Education Requirements (54):

- English Language Competency Requirement (9)
- Oral Communication Requirement (3)
- Arabic Language and Culture Requirement (6)
- Mathematics and Statistics Requirement (6)
- Logic Requirement (3)
- Computer and Information Systems Requirement (3)
- Health and Physical Education Requirement (3)
- Essentials of Learning Requirement (1)
- General Education Requirement (20)

#### Major Requirement (60)

##### *Electives in the Major Requirement (9)*

##### *Electives (9)*

### Requirements for the Major (60 credit hours)

The program of study for a Computer Science and Information Systems Major must include all of the following Core Course Requirements with a grade of C (2.0 GPA) or better in each course:

- Prerequisite:

**CSIS 100** Computers and Information Systems (2-2-3)

### Core Course Requirements (41)

**CSIS 120** Computer Programming I (2-2-3)  
**CSIS 200** Computer Systems & Assembly Languages (3-0-3)  
**CSIS 210** Data Structures and Algorithms (3-1-3)  
**CSIS 310** Introduction to Operating Systems (3-1-3)  
**CSIS 315** Introduction to Database Systems (3-1-3)  
**CSIS 400** Data Communication and Networks (3-0-3)  
**CSIS 410** Professional & Ethical Issues in Computer Science (3-0-3)  
**CSIS 420** Distributed Computing and Networking (3-0-3)  
**CSIS 471** Practicum in Computing (3-0-3) *or*  
**CSIS 472** Practicum in Information Systems (3-0-3)  
**MATH 203** Calculus II (3)  
**MATH 213** Discrete Mathematics (3)  
**PHYS 115** General Physics I (3-2-4)  
**PHYS 312** Modern Physics (3-2-4)

### Concentration in Computer Science (19)

Students must complete the following six courses (18 credit hours).

**CSIS 206** Digital Systems (3-0-3)  
**CSIS 208** Digital Systems Lab (0-2-1)  
**CSIS 220** Computer Programming II (2-2-3)  
**CSIS 320** Principles of Programming Languages (3-0-3)  
**CSIS 416** Computer Systems Architecture (3-0-3)  
**CSIS 418** Introduction to Software Engineering (3-0-3)  
**MATH 325** Numerical Computing (3-0-3)

### Concentration in Information Systems (18)

Student must complete the following six courses (18 credit hours).

**CSIS 110** Introduction to Information Systems (2-2-3)  
**CSIS 330** Introduction to Systems Analysis (3-0-3)  
**CSIS 405** Introduction to Systems Design (3-0-3)  
**CSIS 422** Software Project Management (3-0-3)  
**CSIS 426** Artificial Intelligence for Information Systems (3-0-3)  
**CSIS 430** Management Information Systems (3-0-3)

### Electives for the Major (9)

Student must choose three courses (9 credit hours) in consultation with the Academic Advisor.

**CSIS 105** Programming Languages: C++ (3-1-3)  
**CSIS 110** Introduction to Information Systems (2-2-3)  
**CSIS 322** Internet and Network Computing (3-0-3)  
**CSIS 338** Network and Computer System Administration (3-0-3)  
**CSIS 412** Database Administration (3-0-3)  
**CSIS 415** Compiler Construction (3-0-3)  
**CSIS 424** Expert Consultant Systems (3-0-3)  
**CSIS 428** Information Theory (3-0-3)  
**CSIS 432** Software Quality (3-0-3)  
**CSIS 434** Introduction to Neural Networks (3-0-3)  
**CSIS 435** Algorithms (3-0-3)  
**CSIS 438** Artificial Intelligence (3-0-3)  
**CSIS 440** Image Processing (3-0-3)  
**CSIS 442** Computer Graphics (3-0-3)  
**CSIS 450** Special Topics in Information Systems (3-0-3)  
**CSIS 452** Special Topics in Computer Science (3-0-3)

### Electives (9)

Choose three courses (9 credit hours) in consultation with the Academic Advisor.

## **MINOR IN COMPUTER SCIENCE AND INFORMATION SYSTEMS (21)**

Students should seek the advice of the Academic Advisor and the Computer Science and Information Systems Program Chair in order to organize and choose their Minor curriculum. Consideration should be given to focusing on Computer Science or Information Systems.

- Prerequisite:

**CSIS 100** Computers and Information Systems (2-2-3)

Student must complete in consultation with the Academic Advisor seven courses (21 credit hours) from among the following.

**CSIS 110** Introduction to Information Systems (2-2-3)

**CSIS 120** Computer Programming I (2-2-3)

**CSIS 200** Computer Systems & Assembly Languages (3-0-3)

**CSIS 210** Data Structures and Algorithms (3-1-3)

**CSIS 310** Introduction to Operating Systems (3-1-3)

**CSIS 315** Introduction to Database Systems (3-1-3)

**CSIS 400** Data Communication and Networks (3-0-3)

**CSIS 410** Professional & Ethical Issues in Computer Science (3-0-3)

**CSIS 420** Distributed Computing and Networking (3-0-3)

**MATH 203** Calculus II (3)

**MATH 213** Discrete Mathematics (3)

# Economics Program

Economics is the science of making choices when resources are scarce. These choices are made by individuals who act through numerous social institutions such as families, business firms, financial institutions, governments, labor unions, trade associations, and charities. Economics applies a rigorous method for analyzing choices—constrained maximization—to investigate how these institutions make decisions to purchase, produce, and trade resources and goods that satisfy human needs and desires.

The Economics Program at AUK provides the student with the comprehensive study of domestic and international economics. The student will learn the principles of economics, the theories and methods of economic analysis, the nature of international economic activity, the character of regional Arab economics, and the economics of oil and energy. In this program, students will also examine economic issues including labor, trade, finance, and investment.

Graduates of the Economics Program are often sought after by banks, businesses, international corporations, government agencies, and NGOs. In addition, the Economics Program at AUK will provide the student with a solid foundation to continue graduate work towards an M.A. or Ph.D. in economics. Furthermore, the study of economics is a very useful adjunct to the study of management and business administration and other social sciences including anthropology, political science, and sociology and is helpful for students intending to pursue graduate programs in business, law, accounting, finance, and public administration.

## BACHELOR OF ARTS (B.A.) IN ECONOMICS

### Admission to the Program

Students must apply and be approved for formal admission into the degree program (or Major) by the second semester of the sophomore or second year. Student must have a minimum 2.00 GPA and have completed STAT 101 and MATH 203 with a grade of C or better.

### University Degree Requirements (120)

A minimum of 120 credit hours, including the following:

#### General Education Requirements (54):

- English Language Competency Requirement (9)
- Oral Communication Requirement (3)
- Arabic Language and Culture Requirement (6)
- Mathematics and Statistics Requirement (6)
- Logic Requirement (3)
- Computers and Information Systems Requirement (3)
- Health and Physical Education Requirement (3)
- Essentials of Learning Requirement (1)
- Humanities Requirement (6)
- Social Science Requirement (6)
- Science Requirement (8)

#### Major Requirement (30)

#### Related Field Course Requirements (15) Electives (21)

### Requirements for the Major (30)

Students are required to take ten courses (30 credit hours) for the Major, comprised of four Core Course requirements (12 credit hours), and six additional courses (18 credit hours) from among the more specialized and advanced areas of economics. ECON 101 Introduction to Economics does not count towards the Major.

#### Core Course Requirements (30)

Students must take the following four Core Courses (12 credit hours).

- ECON 201** Macroeconomics (3)  
**ECON 203** Microeconomics (3)  
**ECON 452** Introduction to Econometrics (3)  
**ECON 485** Seminar in Economics (3)

In addition to the four core courses, students must choose in consultation with the Academic Advisor six courses (18 credit hours) from among the following:

- ECON 304** Economics of Labor (3)  
**ECON 305** Introduction to International Economics (3)  
**ECON 310** Political Economy (3)  
**ECON 311** Banking and Finance (3)  
**ECON 319** Industrial Organization (3)  
**ECON 403** Regional Economics: The Arab East (3)  
**ECON 405** Comparative Economic Systems (3)  
**ECON 407** Public Economics (3)  
**ECON 409** Economic Development (3)  
**ECON 415** Economics of Oil and Natural Resources (3)  
**ECON 417** International Trade and Finance (3)  
**ECON 419** Global Economics (3)  
**ECON 471** Independent Study in Economics (3)  
**ECON 481** Internship in Economics (3)

### Related Field Course Requirements (15)

Students must choose, in consultation with the Academic Advisor, five courses (15 credit hours) from among the following:

- ANSO 101** Ways of Knowing I: An Introduction to Anthropology and Sociology (3)  
**ANSO 201** Ways of Knowing II: Enduring Issues and Findings in Sociological and Anthropological Research (3)  
**ANSO 205** Arab Society (3)  
**ANSO 206** The Socio-Economics of Arab States (3)  
**ANSO 207** Introduction to Kuwaiti Society (3)  
**ANSO 213** Thought, Ideology and Change in the Middle East (3)  
**ANSO 215** Social and Cultural Change in Post-Colonial Africa (3)  
**ANSO 216** South Asian Societies and Cultures (3)  
**ANSO 347** Urbanization and Urban Life (3)  
**ENTR 201** Principles of Entrepreneurship (3)

- HIST 101** World History Since 1900 (3)  
**HIST 204** Survey of European History (3)  
**HIST 205** History of Modern Europe (3)  
**HIST 309** Twentieth Century Arab History (3)  
**HIST 319** The British Empire (3)  
**HIST 401** Economic History: Twentieth Century (3)  
**HIST 421** Intellectual History (3)  
**IBUS 201** Introduction to International Business (3)  
**INST 101** Introduction to International Studies (3)  
**PLSC 303** Politics of Postindustrial Societies (3)  
**PLSC 305** Politics of Developing and Emerging States (3)  
**PSYC 315** Industrial and Organizational Psychology (3)

### Electives (21)

Choose seven courses (21 credit hours) in consultation with the Academic Advisor.

### MINOR IN ECONOMICS (21)

Students must complete seven courses (21 credit hours) including:

- ECON 201** Macroeconomics (3)  
**ECON 203** Microeconomics (3)

And, students must choose, in consultation with the Academic Advisor, five courses (15 credit hours) from among the following:

- ECON 304** Economics of Labor (3)  
**ECON 305** Introduction to International Economics (3)  
**ECON 319** Industrial Organization (3)  
**ECON 403** Regional Economics: The Arab East (3)  
**ECON 409** Economic Development (3)  
**ECON 410** History of Economic Thought (3)  
**ECON 415** Economics of Oil and Energy (3)  
**HIST 401** Economic History: Twentieth Century (3)  
**PSYC 315** Industrial and Organizational Psychology (3)  
**ANSO 333** Economic Development and Socio-Cultural Change (3)

# History And International Studies Program

An understanding of international affairs anchored in the history of the world and the region is essential for living in our interconnected global society. All study of modern history is international and all international studies are grounded in the knowledge of history. The movements of people, ideas, technologies, capital, and even diseases across borders are dramatically reshaping our world. We face challenges today in the form of political and ideological conflict, environmental change, and inequality in the distribution of income and wealth. An understanding of these developments in historical perspective is essential to building a more just and peaceful world.

The History and International Studies Program at the American University of Kuwait is built on a foundation of liberal arts and is interdisciplinary in character. It is structured both in area studies and thematic issues such as globalization, democratization, environmental change, and human rights.

Graduates of the degree program in History and International Studies may find careers in a variety of institutions including the diplomatic corps, banking, international business, journalism, and education. It will also equip students to pursue advanced academic study in history, political science, or international relations.

The degree program or Major is structured with a set of Core Course requirements followed by concentrations in Area Studies (Western, i.e., America and Europe, the Arab and Islamic Worlds, Africa, East Asia, South Asia, or Africa), Comparative Studies (i.e., Colonialism, Gender Studies, Labor and Migration Studies, Ethnic Conflict, Economic History) and Global Studies (i.e., Population Studies, World Demography and Health, International Finance and Trade, Environment and Environmental Problems, Dynamics of Global Culture).

The History and International Studies Program also offers a special concentration in Kuwait and Gulf Studies as well as a semester-long program in Gulf Studies for students from other universities who wish to learn about and experience the Gulf region.

## BACHELOR OF ARTS (B.A.) IN HISTORY AND INTERNATIONAL STUDIES

### University Degree Requirements (120)

A minimum of 120 credit hours, including the following:

### General Education Requirements (54):

- English Language Competency Requirement (9)
- Oral Communication Requirement (3)
- Arabic Language and Culture Requirement (6)
- Mathematics and Statistics Requirement (6)
- Logic Requirement (3)
- Computers and Information Systems Requirement (3)
- Health and Physical Education Requirement (3)
- Essentials of Learning Requirement (1)
- Humanities Requirement (6)
- Social Science Requirement (6)
- Science Requirement (8)

### Major Requirements (36)

### Related Field Course Requirements (15)

### Electives (15)

### Requirements for the Major (36)

For the Major in History and International Studies, the student must complete twelve courses (36 credit hours). The Major is structured with a required set of four Core Courses (12 credit hours) followed by eight Concentration Courses (24 credit hours) in:

- Kuwait and Gulf Studies
- Area Studies
- Comparative Studies
- Global Studies

The Gulf Semester Program is administered by the History and International Studies Program for

students from abroad who will spend a semester at AUK.

### Core Course Requirements (12)

Students must take the following core courses (12 credit hours).

<b>HIST 101</b>	World History Since 1900 (3)
<b>INST 309</b>	The Dynamics of Globalization (3)
<b>PLSC 202</b>	International Relations <i>or</i>
<b>PLSC 203</b>	Comparative Politics (3)
<b>INST 471</b>	Independent Study in History and International Studies (3) <i>or</i>
<b>INST 485</b>	Seminar in History and International Studies (3)

### Concentration Requirements (24)

The student must choose in consultation with the Academic Advisor two courses (6 credit hours) in each of the following:

- Area Studies: Group A (6)
- Area Studies: Group B (6)
- Comparative Studies (6)
- Global Studies (6)

The area studies concentration has two broad regional options: Group A (America, Europe) and Group B (Africa, the Arab and Islamic Worlds, East Asia, and South Asia).

#### Area Studies: Group A

##### *American Studies*

<b>AMST 333</b>	American Culture (3)
<b>AMST 403</b>	American Legal Tradition (3)
<b>AMST 407</b>	Religion, Race, Gender and Politics in America (3)
<b>AMST 409</b>	American Foreign Policy Since WWII (3)
<b>HIST 320</b>	American History from European Colonization to 1900 (3)
<b>HIST 321</b>	Twentieth Century American History (3)
<b>HIST 402</b>	American Social History in the Twentieth Century (3)
<b>PLSC 303</b>	Politics of Postindustrial Societies (3)

<b>PLSC 315</b>	American Government (3)
<b>PLSC 316</b>	Political and Social Force in the U.S. (3)

##### *European Studies*

<b>ART 101</b>	Art History (3)
<b>EURO 301</b>	European Economy, Society and Politics (3)
<b>HIST 203</b>	Ancient and Classical History (3)
<b>HIST 204</b>	Survey of European History (3)
<b>HIST 205</b>	History of Modern Europe (3)
<b>HIST 317</b>	History of Britain (3)
<b>INST 400</b>	Colonialism (3)
<b>PHIL 101</b>	Introduction to European Philosophy (3)
<b>PLSC 303</b>	Politics of Postindustrial Societies (3)
<b>SWCL 201</b>	Studies in Western Culture I (3)

#### Area Studies: Group B

##### *Arab and Islamic World*

<b>ANSO 213</b>	Thought, Ideology and Change in the Middle East (3)
<b>ANSO 329</b>	Agrarian and Pastoral Societies in the Middle East (3)
<b>ART 103</b>	Arab and Islamic Art (3)
<b>ECON 403</b>	Regional Economics: The Arab East (3)
<b>ECON 415</b>	Economics of Oil and Natural Resources (3)
<b>HIST 305</b>	History of the Islamic World: 622-1800 (3)
<b>HIST 307</b>	Arab History in the Late Ottoman Period: 1800-1922 (3)
<b>HIST 309</b>	Twentieth Century Arab History (3)
<b>HIST 311</b>	Ottoman History (3)
<b>HIST 333</b>	Modern History of Kuwait and the Gulf (3)
<b>INST 400</b>	Colonialism (3)
<b>MDIA 427</b>	Media Institutions in Arab Society (3)
<b>PHIL 201</b>	Survey of Arab-Islamic Philosophy (3)
<b>PLSC 207</b>	International Relations of Arab States (3)
<b>PLSC 304</b>	Arab Politics (3)
<b>RELG 201</b>	Introduction to Islamic Studies (3)
<b>RELG 301</b>	Contemporary Islam and Islamic Movements (3)



*Africa*

- ANSO 215** Social and Cultural Change in Post-Colonial Africa (3)  
**ANSO 341** Gender in Society and Culture (3)  
**ART 103** Arab and Islamic Art (3)  
**HIST 305** History of the Islamic World: 622-1800 (3)  
**HIST 307** Arab History in the Late Ottoman Period: 1800-1922 (3)  
**INST 400** Colonialism (3)  
**INST 409** Contemporary Africa (3)

*South Asia*

- ANSO 341** Gender in Society and Culture (3)  
**ART 103** Arab and Islamic Art (3)  
**ANSO 216** South Asian Societies and Culture (3)  
**ENCL 400** Introduction to Post Colonial Studies (3)  
**RELG 303** Religious Traditions of East and South Asia (3)  
**ASTD 410** Governments and Politics of South Asia (3)  
**INST 400** Colonialism (3)  
**INST 410** Contemporary South and Southeast Asia (3)  
**RELG 303** Religious Traditions of East and South Asia (3)

*East Asia*

- ANSO 341** Gender in Society and Culture (3)  
**ANSO 322** Population Studies (3)  
**ANSO 345** Global Environment and Society (3)  
**ASTD 305** Modern China (3)  
**ASTD 307** Japan and the Pacific Rim Since 1945 (3)  
**ASTD 405** Economic Development and Politics of East Asia (3)  
**HIST 401** Economic History: Twentieth Century (3)  
**INST 410** Contemporary South and Southeast Asia (3)  
**RELG 303** Religious Traditions of East and South Asia (3)

*Comparative Studies*

- ANSO 339** Labor Migration and Work in Multicultural Societies (3)  
**ANSO 341** Gender in Society and Culture (3)  
**ANSO 342** Womenpower: Debates Over the Role of Women in Public Life (3)  
**ANSO 343** Gender and Feminist Theory (3)  
**ANSO 347** Urbanization and Urban Life (3)  
**ANSO 403** The Comparative Study of Social Movements (3)  
**COMM 225** Theories of Communication in Multicultural Settings (3)  
**ECON 305** Introduction to International Economics (3)  
**ECON 405** Comparative Economic Systems (3)  
**ENCL 355** Literature of Contemporary Times (3)  
**ENCL 400** Introduction to Post Colonial Studies (3)  
**HIST 319** The British Empire (3)  
**HIST 401** Economic History: Twentieth Century (3)  
**HIST 421** Comparative Intellectual History (3)  
**INST 101** Introduction to International Studies (3)  
**INST 339** International Organizations (3)  
**INST 400** Colonialism (3)  
**PLSC 202** International Relations(3)  
**PLSC 204** International Political Economy (3)  
**PLSC 303** Politics of Postindustrial Societies (3)  
**PLSC 305** Politics of Developing and Emerging States (3)  
**PLSC 327** Comparative Ethnicity, Identity and Ethnic Conflict (3)  
**PLSC 328** International Relations Theory (3)  
**RELG 315** Comparative Religion (3)

*Global Studies*

- ANSO 322** Population Studies (3)  
**ANSO 345** Global Environment and Society (3)  
**ANSO 434** Globalization and Discontents (3)  
**ECON 409** Economic Development (3)  
**ECON 419** Global Economics (3)  
**ENCL 355** Literature of Contemporary Times (3)  
**ENCL 400** Introduction to Post Colonial Studies (3)  
**FINC 431** International Finance, Financial Markets and Institutions (3)

- HIST 101 World History Since 1900 (3)
- INST 309 Dynamics of Globalization (3)
- INST 412 Sustainable Development (3)
- PLSC 202 International Relations (3)
- PLSC 328 International Relations Theory (3)
- RELG 315 Comparative Religion (3)

**Concentration in Kuwait and Gulf Studies (24)**

In this special concentration students must choose in consultation with the Academic Advisor four courses (12 credit hours) from among the following:

- ANSO 404 The Anthropology and Sociology of Kuwaiti Society (3)
- ANSO 339 Labor Migration and Work in Multicultural Societies (3)
- ARAB 303 Literature of the Arabian Gulf (3)
- ECON 403 Regional Economics: The Arab East (3)
- ECON 415 Economics of Oil and Natural Resources (3)
- HIST 309 Twentieth Century Arab History (3)
- HIST 333 Modern History of Kuwait and the Gulf (3)
- MDIA 427 Media Institutions in Arab Society (3)
- PLSC 207 International Relations of Arab States (3)
- PLSC 304 Arab Politics (3)
- PLSC 317 Government and Politics in Kuwait (3)
- RELG 301 Contemporary Islam and Islamic Movements (3)

And, two courses (6 credit hours) each in the Comparative Studies and Global Studies offerings detailed above for a total of four courses (total of 12 credit hours).

**Related Field Course Requirements for the Major (15)**

Student must choose five courses (15 credit hours) in consultation with the Academic Advisor.

**Electives (15)**

Student must choose five courses (15 credit hours) in consultation with the Academic Advisor.

**GULF STUDIES SEMESTER PROGRAM (15)**

The Gulf Studies Semester Program is administered by the History and International Studies Program and is designed for students from abroad who will spend a semester at AUK studying and researching Arabic, Islam, and the Gulf region as part of their concentration in Middle East or Gulf Studies programs in their home universities.

Students with no background in Arabic language are advised to take ARAB 100 Arabic for Non-native Speakers I (3) and ARAB 101 Arabic for Non-native Speakers II (3) and three other courses (9 credit hours) in history, economics and politics, or society and culture of the region.

Students with Arabic language background are advised to take ARAB 200 Intermediate Arabic for Non-Native Speakers (3) or ARAB 103 Survey of Arab-Islamic Civilization (3) and four other courses (12 credit hours) in the history, economics and politics, or society and culture of the Gulf region. For those students, an internship or a research independent study option may also be possible.

One course (3 credit hours) from among the following:

- ART 103 Arab and Islamic Art (3) *or*
- ANSO 213 Thought, Ideology and Change in the Middle East (3) *or*
- RELG 301 Contemporary Islam and Islamic Movements (3)

One course (3 credit hours) from among the following:

- ARAB 100 Arabic for Non-native Speakers I (3) *or*
- ARAB 101 Arabic for Non-native Speakers II (3)
- ARAB 200 Intermediate Arabic for Non-Native Speakers (3) *or*
- ARAB 103 Survey of Arab-Islamic Civilization (3)

One course (3 credit hours) from among the following:

- HIST 309** Twentieth Century Arab History (3)  
*or*  
**PLSC 304** Arab Politics (3) *or*  
**ECON 403** Regional Economics: The Arab  
East (3) *or*  
**ECON 415** Economics of Oil and Natural  
Resources (3)

One course (3 credit hours) from among the following:

- ECON 481** Internship in Economics (3) *or*  
**INST 471** Independent Study (3)

### **Minor in History and International Studies (21)**

The Minor in History and International Studies is composed of seven courses (21 credit hours).

Students must complete the following three courses (9 credit hours):

- HIST 101** World History Since 1900 (3)  
**INST 309** The Dynamics of Globalization (3)  
**PLSC 202** International Relations *or*  
**PLSC 203** Comparative Politics (3)

And an additional four courses (12 credit hours) selected in consultation with the Academic Advisor from among the Area Studies, Comparative Studies, Global Studies and Kuwait and Gulf Studies offerings listed previously.

# Language and Literature Programs

In the increasingly interconnected and complex global world in which we live and work, the study of languages, literatures, and cultures is of crucial significance for modern life and work. Language is more than simple communication. It is a structure-bound system of signs and meanings that allows humans to communicate, to store (and later retrieve) information in memory, and to develop a sense of self and social consciousness. Language opens a veritable window onto an individual's mind while also exposing the cultural values of its users and that of their culture and society. Studying and learning the language, literature, norms, values, modes of thinking, and lifestyles of other peoples and cultures enhances an understanding of others and facilitates modes and means of communication and interaction among all.

The Language and Literature Program has the following degree program:

- English and Comparative Literature

*And, a:*

- Minor in Arabic Language and Literature

The University anticipates future language and literature programs in Spanish and French.

Language and Literature degree programs provide the student with an intensive and wide-ranging knowledge and appreciation of the language and literature of the respective cultures, the theories of the development of the Language and Literature and of Literary Criticism. In addition, the student will pursue the study of the respective peoples and cultures, their lifeways, and social and religious patterns.

First or freshman year, 100 and 200 level courses focus on the development of written and oral com-

munication skills. Instruction and regular course work in class is typically supplemented by individual practicum in the language laboratory.

Second or sophomore year, 200 and 300 level intermediate courses strengthen and refine language skills, help increase and expand vocabulary, and reinforce the study of literature. The student is also introduced to the culture, history, and society associated with English language and literature and comparative literature in translation.

Native speakers cannot enroll and earn course credit in the first two course levels. If a native speaker is weak in the written language, permission by the Chair of the Program may be given for enrolling and earning credit in the above noted levels.

Third or junior year, 300 and 400 level advanced courses emphasize the expanded study of the context, culture, and history of the eras, genres, and styles of literature.

400 and 500 level courses enhance the student's knowledge and analytical perspective including literary theory and criticism, and the culture of the particular civilization in a topical manner.

# Arabic Language and Literature

The Arabic Language and Literature program offers a Minor which provides the student an opportunity to master the Arabic language and gain knowledge and appreciation of Arabic literature and the Arab-Islamic culture. The Minor will also introduce the student to the tradition of literary criticism and contemporary critiques, which provide new interpretations and shed new light on classical and modern Arab literature and culture.

The Minor covers the time span since al-Jahiliyyah of pre-Islamic times and examines the three main periods of Arab/Islamic culture: the classical (or medieval); the neo-classical; and the modern eras. The objective of this Minor is to enhance the student's knowledge of the traditions of the Arabic language and literature as they relate to the development of Arab intellectual thought and literary production in today's Arab society and culture.

## MINOR IN ARABIC LANGUAGE & LITERATURE (21)

### Course Requirements (21)

Students must take the following four courses (12 credit hours):

- ARAB 109** Composition for Native Speakers of Arabic (3)
- ARAB 301** History of Arabic Literature (3)
- HIST 305** History of Islamic World: 622-1800 (3) *or*
- HIST 307** Arab History in the Late Ottoman Period: 1800-1922 (3)
- HIST 309** Twentieth Century Arab History (3)

And, three courses (9 credit hours) from among the following courses:

- ARAB 303** Literature of the Arabian Gulf (3)
- ARAB 306** Modern Arabic Short Story (3)
- ARAB 309** Modern Arabic Drama (3)
- ARAB 401** Modern Arabic Poetry (3)
- ARAB 405** The Modern Arabic Novel (3)
- ARAB 407** Andalusian Literature (3)
- ARAB 410** Arabic Literary Criticism (3)

# English and Comparative Literature Program

The English language is now the international language of global business, science, engineering, medicine, news, literary studies both in English and in translation, and the entertainment industry. The English and Comparative Literature Program at the American University of Kuwait cultivates and enhances the student's mastery in the creative and professional use of English through language and literature courses. The program also provides students with the opportunity to gain knowledge and appreciation of English and comparative literature and the Anglo-American and other cultures. It also introduces students to the tradition of literary criticism, contemporary literary theory, and other approaches that provide new interpretations, and offer new ways of reading classical and modern English and comparative literature and the cultures out of which they come.

The Major in English and Comparative Literature provides a solid foundation in the structure of the English language and its literary traditions and those of comparative literature; it also educates students in the exploration of the relationships of the language and literature to the individual and society, and to history and politics. The Major in English and Comparative Literature also provides the historical and critical contexts for evaluating literary works. The texts studied are written in English, but will also include translations of Major European, Third World, and Arab authors.

Graduates of the program will be prepared for further study in English and comparative literature, English language electronic and print journalism, teaching English as a second language, and the possibility for certification as an English language and literature teacher. Strong command of the English language and English and comparative literature and respective cultures may also give the graduate competitive advantage in the pursuit of careers in diplomacy, journalism, media

or business. Fluency in and effective command of the English language and culture is increasingly important in the diplomatic and business worlds as well as in the world of international organizations and agencies. For example, Arabs who have attained high positions at the United Nations, the International Monetary Fund, and the World Bank have excellent command of oral and written English, the primary working language in those organizations. A concentration in Translation is a solid foundation for a career in the translation of texts and interpretation of spoken English and Arabic.

## ENGLISH LANGUAGE COMPETENCY PROGRAM

The English Competency Program consists of a set of four courses (12 credit hours) required of all students as part of the University Graduation Requirements. These are sequenced courses to be completed in the freshman or first year.

In the first semester of the freshman or first year, the student is required to complete:

- ENGL 101** Academic Composition (3)
- ENGL 102** Thinking and Writing Across the Curriculum (3)

In the second semester of the freshman or first year, the student is required to complete :

- ENGL 108** Public Speaking (3)
- ENGL 201** Imaginative Literature and Critical Writing (3)

Successful completion of a course occurs if and only if a grade of C or better is attained. Students whose grades fall below the C level are required to repeat the course.

## BACHELOR OF ARTS (B. A.) IN ENGLISH AND COMPARATIVE LITERATURE

Literature majors begin their coursework with a survey of English literature and then advance to courses that focus on particular motifs, genres,

critical approaches, time periods, authors or countries. In comparative literature, courses in Arabic, French, Spanish and Russian Literature in translation are available. In related disciplines, courses in History, Society and Politics offer students the literary, socio-political, and historical tools necessary to interpreting literary texts far more complex and exciting than that of simple narrative.

### Admission to the Program

Formal admission to the Major requires a cumulative GPA of 2.00 and a GPA of 2.00 or higher in two English language courses and approval by the Program Chair.

### University Graduation Requirements (120)

A total of 120 credit hours, including the following:

#### General Education Requirements (54):

- English Language Competency Requirement (9)
- Oral Communication Requirement (3)
- Arabic Language and Culture Requirement (6)
- Mathematics and Statistics Requirement (6)
- Logic Requirement (3)
- Computers and Information Systems Requirement (3)
- Health and Physical Education Requirement (3)
- Essentials of Learning Requirement (1)
- Humanities Requirement (6)
- Social Science Requirement (6)
- Science Requirement (8)

*Major Requirement (30)*

*Related Field Requirements (15)*

*Free Electives (21)*

### Course Requirements for the Major (30)

Students must complete in consultation with the Academic Advisor 10 courses (30 credit hours) from among the following.

- SWCL 201 Studies in Western Culture I(3)  
 ENCL 203 Survey of Literature (3)  
 ENGL 300 History of the English Language (3)

- ENCL 301 Theory and Criticism of Film (3)  
 ENCL 303 Poetry and Prose: 1500-1660 (3) *or*  
 ENCL 304 Poetry and Prose: 1660-1800 (3)  
 ENCL 307 Shakespeare (3)  
 ENCL 309 The Romantic Age (3) *or*  
 ENCL 310 The Victorian Age (3) *or*  
 ENCL 311 The Nineteenth Century English Novel (3) *or*  
 ENCL 312 The Nineteenth Century American Novel (3)  
 ENCL 314 Modern English Literature (3) *or*  
 ENCL 325 Third World English Literature (3)  
 ARAB 201 Arabic Literature in Translation (3)  
 ENCL 339 French Literature in Translation (3) *or*  
 ENCL 319 Spanish Literature in Translation (3) *or*  
 ENCL 349 Russian Literature in Translation (3) *or*  
 ENCL 329 German Literature in Translation (3)  
 ENCL 415 Literary Theory and Criticism (3)  
 ENCL 485 Seminar in English and Comparative Literature (3)

### Related Course and Discipline Requirements (15)

Students must choose in consultation with the Academic Advisor two courses (6 credit hours) from among the following:

- ENCL 308 Early American Literature (3)  
 ENCL 315 Modern American Literature (3)  
 ENCL 355 Literature of Contemporary Times (3)  
 ENCL 417 Literature and Society (3)  
 ENCL 419 Women in Literature (3)  
 ENCL 421 Culture and Imperialism (3)  
 ENCL 439 Studies in Post-Colonial Literature (3)  
 HIST 101 World History Since 1900 (3)  
 HIST 203 Ancient and Classical History (3)  
 HIST 204 Survey of European History (3)  
 HIST 205 History of Modern Europe (3)  
 HIST 317 History of Britain (3)  
 HIST 319 The British Empire (3)  
 HIST 320 American History up to the Twentieth Century (3)  
 HIST 321 Twentieth Century American History (3)  
 HIST 421 Intellectual History (3)

And three additional courses (9 credit hours) from among the following:

- ENCL 401 History of Theater and Drama (3)
- ENCL 403 Modern Drama (3)
- ENGL 445 Creative Writing (3)
- ENGL 446 Writing Poetry (3)
- ENGL 447 Writing Prose Fiction and Nonfiction (3)
- ENGL 449 Special Topics in Writing (3)
- ENGL 451 Advanced Creative Writing (3)

### Electives (21)

Choose seven courses (21 credit hours) in consultation with the Academic Advisor.

#### MINOR IN ENGLISH AND COMPARATIVE LITERATURE (21)

The Minor consists of a total of seven courses (21 credit hours) hours.

Student must choose in consultation with the Academic Advisor four courses (12 credit hours) from the following including:

Two courses (6 credit hours) from among the following:

- ENCL 203 Survey of Literature (3)
- ENCL 303 Poetry and Prose: 1500-1660 (3) *or*
- ENGL 304 Poetry and Prose: 1660-1800 (3)
- ENGL 307 Shakespeare (3)
- ENGL 311 The Nineteenth-Century English Novel (3) *or*
- ENGL 312 The Nineteenth Century American Novel (3)

And, two courses (6 credit hours) from among the following:

- ENGL 314 Modern English Literature (3)
- ENGL 325 Third World English Literature (3)
- ARAB 201 Arabic Literature in Translation (3)
- ENCL 339 French Literature in Translation (3) *or*
- ENCL 319 Spanish Literature in Translation (3) *or*

- ENCL 349 Russian Literature in Translation (3) *or*
- ENCL 329 German Literature in Translation (3)

Students must also choose in consultation with the Academic Advisor three courses (9 credit hours) from among the following.

- ENGL 301 Theory and Criticism of Film (3)
- ENGL 315 Modern American Literature (3)
- ENGL 325 Third World English Literature (3)
- ENCL 401 History of Theater and Drama (3)
- ENCL 403 Modern Drama (3)
- ENCL 415 Literary Theory and Criticism (3)
- ENCL 419 Women in Literature (3)
- ENGL 445 Creative Writing (3)
- ENGL 446 Writing Poetry (3)
- ENGL 447 Writing Prose Fiction and Nonfiction (3)
- ENGL 449 Special Topics in Writing (3)

#### MINOR IN TRANSLATION (21)

A total of seven courses (21 credit hours) hours are required from among the following.

Students must complete the following four courses (12):

- TRAN 101 Introduction to Translation (3)
- TRAN 201 Theoretical and Practical Issues in Translation (3)
- TRAN 381 Practicum in Translation (3)

And students must choose in consultation with the Academic Advisor three courses (9 credit hours) from among the following:

- ENGL 120 Introduction to the Study of Language (3)
- ENGL 207 Rhetoric (3)
- ENGL 220 The Second Language Learning Process (3)
- ENGL 231 English Grammar (3)
- ENGL 300 History of the English Language (3)
- ENGL 335 Sociolinguistics (3)



**MINOR IN TEACHING ENGLISH  
AS A SECOND LANGUAGE (21)**

A total of seven courses (21 credit hours) are required.

Students must complete the following five courses (15):

- ENGL 120** Introduction to the Study of Language (3)
- ENGL 220** The Second Language Learning Process (3)
- ENGL 333** Introduction to Linguistics (3)
- ENGL 329** ESL Teaching Models and Methods (3)

And students must choose in consultation with the Academic Advisor two courses (6 credit hours) from among the following:

- ENGL 231** English Grammar (3)
- ENGL 300** History of the English Language (3)
- ENGL 335** Sociolinguistics (3)
- TRAN 101** Introduction to Translation (3)
- TRAN 201** Theoretical and Practical Issues in Translation (3)

# Pre-University Program in Intensive English

## DIRECTOR

### Margaret Combs

Competence in the English language is essential for success in academic pursuits and after graduation in the worlds of work, business and further studies. The Intensive English Program (IEP) provides quality English language instruction to all individuals who have chosen English as their medium of communication for academic or professional pursuits and to promote international and intercultural understanding. The main purpose of the program is to train non-native speakers in specific uses of English for academic, technical, or professional purposes and to increase the students' language competence to a level suitable for study in University courses taught in English. A second goal is to enhance the students' academic skills in order for them to succeed in their first and successive years of education. The courses are designed to enable students to enhance their linguistic and communicative skills in order to become effective, fully participating members of the academic and professional community during their time on campus and beyond.

## ADMISSION AND PLACEMENT

English is the language of instruction at AUK. To meet the entrance requirements for university study, students must achieve a designated level in English proficiency. Applicants who scores below 190 on the Test of English as a Foreign Language (TOEFL) but otherwise qualify for admission to AUK are eligible for admission into the Intensive English Program. Once admitted, students take the Michigan English Language Placement Test. This is a diagnostic test that enables the Intensive English faculty to assess students' language skills and place them at the most appropriate level.

A student who scores between 179 and 190 on the TOEFL may be permitted to take Remedial English. To obtain such permission, a student needs the approval of the Director of the Intensive English Program and of the Dean of the College of Arts and Sciences.

## DURATION OF INTENSIVE ENGLISH LANGUAGE STUDY

The length of time required to complete the Intensive English Program varies with the language ability, background, and performance of the student in his/her studies. Students who enter with scores below 190 on the TOEFL may require from one to three semesters to complete the program and attain the necessary skills for admission into the degree programs of the University.

## PEDAGOGICAL FOCI

Throughout all of the levels of instruction, the focus is on reading and writing, including grammar and vocabulary. As the student's proficiency in English increases, the Intensive English courses become increasingly academic in character. At the advanced level, coursework simulates the academic, credit-bearing University courses.

### Reading

The two objectives of the reading component are to improve the student's reading comprehension and to increase the student's reading speed. These objectives will be achieved through intensive practice in a variety of reading activities of diverse textual forms and literary genres. Through these, it is expected that students will gain an appreciation for the importance of reading not only in the academic context but also in life and at work.

### Writing, Grammar and Vocabulary

The writing component of Intensive English instruction is designed to educate the student in the different steps of the writing process: from generating and organizing ideas to writing, revis-

ing, and editing written work. The student will be expected to develop the necessary skills to produce academic texts from basic sentences to paragraphs to essays and other academic works. Instruction will focus on developing writing fluency, grammatical and lexical accuracy, and a strong and varied vocabulary. This will be achieved through the analysis and practice of the various rhetorical and writing modes typically employed in academic writing.

Vocabulary is an essential and integral part of every language skill. Student acquisition and development of the English language vocabulary is integrated into all the courses of the Intensive English Program. Vocabulary instruction will focus initially on high frequency vocabulary in use in everyday English and will then emphasize academic, technical, business, and journalistic vocabulary. Most significantly, by the time the student completes the Intensive English Program, he or she will be familiar with much of the academic, business, and journalistic vocabulary that is commonly used in these endeavors and that is necessary for success in University coursework.

### Listening and Speaking

The fundamental objective of the listening and speaking components is to improve the student's ability to effectively comprehend English in academic and social settings. This goal will be achieved through repeated practice in interactive listening and speaking activities. Initial learning will emphasize understanding basic everyday conversations and determining the main ideas of such conversations. At this level, instruction will include training in comprehending short, simple lectures. The highest-level courses in Intensive English will focus on improving the student's comprehension of longer and more complex academic lectures. The student will also learn to develop methods of accurate note taking in lectures and texts and to organize the ideas and information in a useful written format.

The speaking component will lead the student to communicate effectively and successfully in social and academic contexts. Instruction will be given in how to describe an event, make an observation

correctly, express an opinion confidently, agree or disagree effectively, and argue and persuade convincingly. Instruction in developing the ability to make oral presentations and to participate in classroom discussions will also be provided. Instruction in the use of computer technology for presentations will be developed. All these important skills will, over the years of studying at AUK, improve both the student's speaking fluency and accuracy and will prepare him or her for public speaking and communication in varied contexts.

### HOURS OF STUDY

On average, a student will receive 20 hours of classroom instruction a week. In addition, a student is required to participate in self-access computer-based program for five or more hours each week. These programs consist of independent learning modules in computer, reading, and audio-visual labs.

### METHODS OF INSTRUCTION IN INTENSIVE ENGLISH

The texts, materials, equipment, and methods used in the Intensive English Program are all state-of-the-art and are designed to meet the students' needs. Instructors are specially trained and experienced in teaching English as a second language, especially for academic contexts. Intensive English classes are small, and each student will receive extensive individual attention.

### EVALUATION OF STUDENT PROGRESS

Varied progress tests in proficiency are held regularly and frequently. Practice tests, short quizzes, midterms, and final examinations are given to assess the students' progress in his/her Intensive English courses. Advancement from one level to a higher level in the Intensive English program is determined by examination, the Instructor's and Director's assessments, and the recommendation of the Instructor. Promotion to University Freshman status is by the Michigan English Language Placement Test.

## **POLICY ON ATTENDANCE AND LATENESS**

Intensive English classes meet daily, Saturday through Wednesday. Because of the intensive nature of the program, regular attendance by students in all courses is expected and required. Absences affect student's educational experience and grades.

Lateness and/or absence hinder the learning process not only for the individual student but also for the class.

Instructors will provide students with written statements on the course Syllabus of their policies with respect to absences and lateness.

University guidelines for lateness, absence and attendance are as follows:

1. Any absence may affect the student's grade.
2. Instructors are not obligated to give substitute assignments or examinations to students who miss class.
3. Instructors are expected to maintain attendance records and to draw the student's attention to attendance requirements noted in the course Syllabus. More stringent attendance policy is at the discretion of the instructor.
4. In the event a student misses more than 10% of the class sessions for any reason, the Instructor will inform the student's Dean and the Dean of Student Affairs who will issue a warning letter to the student with a copy to his/her parents.
5. If the student misses an additional 10% of the class sessions after the warning, the instructor, with the approval of the Chair of the academic program and the Dean, may initiate administrative withdrawal of the student from the course.
6. If the notification reaches the Office of the Dean of the College or School before the end of the eighth week of classes, a grade of "W" will be entered on the student's permanent record. If notification reaches the Dean's Office after the eighth week of classes, the student will be withdrawn with a grade of "WP" (passing withdrawal, no credit) or "WF" (withdrawal with failure), depending on the quality of the work

performed in the course up to that point. A grade of WF will be calculated in the overall GPA.

7. In case of serious illness, the student must contact the Program Director and provide official supporting documentation. The Program Director, in consultation with the faculty member, will determine the course of action regarding the student's progress in his/her course(s).

# Other Disciplines and Service Courses

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The College of Arts & Sciences offers foundation and advanced level courses in the Humanities and Social Sciences, Mathematics, Statistics and the Sciences. See the faculty and Course Descriptions elsewhere in the Catalog.

## HUMANITIES

- Art
- Cultural Studies
- Education
- Music
- Philosophy
- Religion

## SOCIAL SCIENCES

- Psychology

## SCIENCES

- Biology
- Chemistry
- Environmental Studies
- Physics

# School of Management And Business Administration

- **B.B.A.**
- **The Core Experience**
- **Concentrations Requirements**
  - **Accounting**
  - **Finance**
  - **Marketing**
  - **Management**
- **Course Sequence**
- **Minor in Management and Business Administration**

The School of Management and Business Administration offers a high quality undergraduate educational program that serves Kuwait and the region. The program is designed to prepare students for positions of increasing responsibility and leadership in the important organizations of society.

AUK is devoted to providing students with what they need in order to become leaders in organizations, society, and for a lifetime of contribution. Accordingly,

- Students will learn to interact among themselves and with their faculty.
- Students will learn not only the fundamentals, but also how to integrate and solve problems from multidisciplinary perspectives.
- Students will achieve conceptual understanding, problem-solving skills, and appreciation of life-long education.
- Students will be encouraged to take personal responsibility and act ethically in all they do at the University and will start the process of understanding what moral responsibility is in the context of organizations and society.
- Students will develop leadership and team skills

The professionally oriented program of the School of Management and Business Administration at AUK is future-directed in order that the student will be prepared to be personally successful in the ever changing and the ever more complex world of organizations, business, politics and public affairs.

Anchored in a strong liberal arts foundation, the School's program is integrated and multidisciplinary and provides an educational experience not only in the acquisition of state-of-the-art knowledge in management, accounting, finance, and marketing but also in effective decision making, implementation, and leadership skills. The program is unique and distinguished by the emphasis the School places on the Kuwaiti, Gulf, and international aspects of management and business administration. It is also distinctive by the emphasis its faculty places on writing, speaking, and analysis in most all the courses offered by the School. The required practicums in the junior and senior years provide the student with experiential field projects that require the student to present the results of his or her work before peers, faculty, and business people.

The School has a faculty-based system of monitoring its program and continuously modifying, improving, and developing its curriculum, teaching, faculty development and research and the assessing of success.

## BACHELOR OF BUSINESS ADMINISTRATION (B.B.A.)

### Admissions Requirements

- A cumulative GPA of 2.5
- Junior standing (a minimum of 54 credit hours)
- **CSIS 110** Introduction to Information Systems (3)
- **ECON 201** Macroeconomics (3)
- **ECON 203** Microeconomics (3)
- **STAT 201** Introduction to Statistics (3)
- **MATH 201** Calculus (3)

All the above courses must be completed with a grade of C or better. The Director of the School

of Management and Business Administration or his/her designee must also approve the student's admission to the School.

### Program Structure and Requirements

The Bachelor of Business Administration (B.B.A.) program requires 120 credit hours and is structured as follows:

- The General Education Requirements (54)
- Core Experience:
  - Core Course Program Requirements (24)
  - Leadership of Teams and Groups (6)
  - Multi-disciplinary Projects (6)
- Concentration Requirements (18)
- Advanced Liberal Arts Electives (12)

### University Degree Requirements (120)

A total of 120 credit hours, including the following:

#### *General Education Requirements (54):*

- English Language Competency Requirement (9)
- Oral Communication Requirement (3)
- Arabic Language and Culture Requirement (6)
- Mathematics and Statistics Requirement (6)
- Logic Requirement (3)
- Computers and Information Systems Requirement (3)
- Health and Physical Education Requirement (3)
- Essentials of Learning Requirement (1)
- Humanities Requirement (6)
- Social Science Requirement (6)
- Science Requirement (8)

#### *Core Requirements (36)*

#### *Concentration Requirements (18)*

#### *Electives (12)*

### THE CORE EXPERIENCE (36)

[Including Core Courses (24), Leadership (6), Projects (6)]

The core experience is a series of courses and other experiences that all students take and that accomplish the following major objectives:

- Covers the basics that all management students are expected to have.
- Makes students aware of their teamwork and leadership skills by means of peer evaluations and has them create a plan for improvement.
- Exposes students to real business issues through yearlong team projects that require analysis, presentation, and interface with business and others in society.
- Requires students to integrate business learning with their liberal arts background by means of advanced electives in relevant liberal arts topics.

### The Core Courses (24)

<b>ACCT 101</b>	Principles of Financial Accounting (3)
<b>BEAL 101</b>	Business Ethics & Society (3)
<b>ENTR 201</b>	Principles of Entrepreneurship (3)
<b>FINC 332</b>	Financial Management (3)
<b>MGMT 315</b>	Decision Making in Management (3)
<b>MGMT 327</b>	Planning and Strategic Management (3)
<b>MKTG 200</b>	Principles of Marketing (3)
<b>MGMT 345</b>	Business Operations (3)

### Leadership and Teamwork Requirement (6)

All students must participate in a leadership and teamwork development program that helps each student improve his or her skills. Specifically:

- Students self-evaluate
- Students give peer review to each other
- Students get leadership skills counseling
- Students create their own plan for their personal leadership development

All students are oriented in the first term and are given counseling and peer review throughout the two-year program.

<b>LDST 335</b>	Leadership of Teams and Groups (1.5 per semester for four semesters for a total of 6 credit hours)
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## Consulting and Entrepreneurial Projects Requirement (6)

The program includes two yearlong team projects in the junior and senior years. In the first year the project is (MGMT 400 Consulting, 1.5 credit-hours per semester for a total of 3 credit hours) to consult with an outside organization (business, governmental or NGO) on a specific problem. Students must evaluate the business in the context of its mission, industry, financial condition and with the aid of faculty and business counselors make recommendations for improvement based on solid analysis. Presentation and writing skills will be tested here.

The senior-year project will be an Entrepreneurial Project (MGMT 401, 1.5 credit hours per semester for a total of 3 credit hours) completing a full business plan for a new enterprise with a full analysis of human, financial, social, and governmental implications. Again, the students will be guided by faculty and business leaders and will be required to take an overview as well as demonstrating analytical and presentation skills.

**MGMT 400** Consulting Project (1.5 credit hours per semester for a total of 3)

**MGMT 401** Entrepreneurial Project (1.5 credit hours per semester for a total of 3)

## CONCENTRATION REQUIREMENTS (18)

### *Concentration in Accounting (18)*

Students must complete the following three courses (9 credit hours):

**ACCT 205** Cost Accounting and Management (3)

**ACCT 220** Auditing (3)

**ACCT 304** Financial Reporting I (3)

And students must choose in consultation with the Academic Advisor three courses (9 credit hours) from among the following:

**FINC 333** Finance and Government in Kuwait and the Gulf (3)

**FINC 355** Financial Markets and Institutions in Kuwait and the Gulf (3)

**FINC 431** International Finance, Financial Markets and Institutions (3)

**FINC 454** Financial Statement Analysis (3)

**ENTR 303** Management of Family Business (3)

**ENTR 307** Franchise Management (3)

**ANSO 406** Business Culture and Society: Anthropological and Sociological Perspectives (3)

**ANSO 421** Organizational Culture (3)

**ANSO 429** Cultural and Social Dimensions of Marketing (3)

### *Concentration in Finance (18)*

Students must complete the following three courses (9 credit hours):

**FINC 321** Corporate Finance (3)

**FINC 355** Financial Markets and Institutions in Kuwait and the Gulf (3)

**FINC 431** International Finance, Financial Markets and Institutions (3)

And students must choose, in consultation with the Academic Advisor, three courses (9 credit hours) from among the following:

**ENTR 303** Management of Family Business (3)

**ENTR 307** Franchise Management (3)

**FINC 303** Survey of Investments (3)

**IBUS 201** Introduction to International Business (3)

**IBUS 421** International Banking and Investment (3)

**MGMT 315** Decision Making in Management (3)

**ANSO 406** Business Culture and Society: Anthropological and Sociological Perspectives (3)

**ANSO 421** Organizational Culture (3)

**ANSO 429** Cultural and Social Dimensions of Marketing (3)

**FINC 333** Finance and Government in Kuwait and the Gulf (3)



**Concentration in Marketing (18)**

Students must complete the following three courses (9 credit hours):

- IBUS 323** International Marketing (3)  
**MRKT 301** Marketing Planning and Strategy (3)  
**MRKT 355** Promotion and Advertising (3)

And students must choose, in consultation with the Academic Advisor, three courses (9 credit hours) from among the following:

- FINC 431** International Finance, Financial Markets and Institutions (3)  
**IBUS 201** Introduction to International Business (3)  
**IBUS 421** International Banking and Investment (3)  
**MGMT 312** Negotiation (3)  
**MGMT 315** Decision Making in Management (3)  
**MRKT 305** Sales and Retail Management (3)  
**MRKT 309** Principles of E-Commerce (3)  
**ANSO 406** Business Culture and Society: Anthropological and Sociological Perspectives (3)  
**ANSO 421** Organizational Culture (3)  
**ANSO 429** Cultural and Social Dimensions of Marketing (3)  
**PSYC 203** Social Psychology (3)

**Concentration in Management (18)**

Students must complete the following three courses (9 credit hours):

- LDST 338** Issues in Cross-Cultural Leadership (3)  
**MGMT 333** Organizational Behavior (3)  
**MGMT 413** Management Strategy and International Affairs (3)

And students must choose in consultation with the Academic Advisor three courses (9 credit hours) from among the following:

- ENTR 303** Management of Family Business (3)  
**ENTR 307** Franchise Management (3)  
**INST 345** Conflict Resolution (3)

- MGMT 301** Leading and Managing Organizational Change (3)  
**MGMT 403** Human Resources as Business Partner (3)  
**MGMT 412** Management and Public Affairs in Kuwait and the Gulf (3)  
**ANSO 406** Business Culture and Society: Anthropological and Sociological Perspectives (3)  
**ANSO 421** Organizational Culture (3)  
**ANSO 429** Cultural and Social Dimensions of Marketing (3)  
**PSYC 315** Industrial and Organizational Psychology (3)

**Electives (12)**

Students must choose four courses (12 credit hours) in consultation with the Academic Advisor.

### COURSE SEQUENCE FOR MANAGEMENT AND BUSINESS ADMINISTRATION

After declaring the Major in the second semester of the sophomore or second year, the student would pursue the following pattern of courses:

**Third Year Standing**

(Year 1 in Management and Business Administration)

**Semester 1**

- LDST 335** Leadership of Teams and Groups (1.5)  
**ACCT 101** Principles of Financial Accounting (3)  
**MGMT 315** Decision Making in Management (3)  
**MKTG 200** Principles of Marketing (3)  
**BEAL 101** Business Ethics & Society (3)  
**MGMT 400** Consulting Project (1.5)  
 Advanced Liberal Arts Elective (3)

**Third Year Standing**

(Year 1 in Management and Business Administration)

*Semester 2*

- LDST 335** Leadership of Teams and Groups (1.5)
- FINC 332** Financial Management (3)
- MGMT 345** Business Operations (3)
- MGMT 327** Planning and Strategic Management (3)
- MGMT 400** Consulting Project (1.5)  
Advanced Liberal Arts Electives (3)

**Fourth Year Standing**

(Year 2 in Management and Business Administration)

*Semester 1*

- LDST 335** Leadership of Teams and Groups (1.5)
- ENTR 201** Principles of Entrepreneurship (3)
- MGMT 401** Entrepreneurial Project (1.5)  
Advanced Liberal Arts Elective (3)  
Course from Concentration List (3)  
Course from Concentration List (3)  
Course from Concentration List (3)

**Fourth Year Standing**

(Year 2 in Management and Business Administration)

*Semester 2*

- LDST 335** Leadership of Teams and Groups (1.5)
- MGMT 401** Entrepreneurial Project (1.5)  
Advanced Liberal Arts Elective (3)  
Course from Concentration List (3)  
Course from Concentration List (3)  
Course from Concentration List (3)

**MINOR IN MANAGEMENT AND BUSINESS ADMINISTRATION (21)**

Students desiring to complete a Minor in Management and Business Administration must have completed the following two Economics courses:

- ECON 201** Macroeconomics (3)
- ECON 203** Microeconomics (3)

For the Minor, students must complete seven courses (21 credit hours).

Of the seven courses (21 credit hours) students must complete the following four courses (12 credit hours):

- BEAL 101** Business Ethics and Society (3)
- FINC 332** Financial Management (3)
- MGMT 101** Principles of Management (3)
- MKTG 200** Principles of Marketing (3)

And three courses (9 credit hours) in consultation with the Academic Advisor from among the following:

- ACCT 101** Principles of Financial Accounting (3)
- ENTR 201** Principles of Entrepreneurship (3)
- ENTR 303** Management of Family Business (3)
- ENTR 307** Franchise Management (3)
- FINC 333** Finance and Government in Kuwait and the Gulf (3)
- FINC 355** Financial Markets and Institutions in Kuwait and the Gulf (3)
- LDST 203** Introduction to Leadership (3)
- MGMT 315** Decision Making in Management (3)
- MGMT 413** Management Strategy and International Affairs (3) [cross listed with PLSC 413]
- ANSO 421** Organizational Culture (3)
- ANSO 429** Marketing: Anthropological and Sociological Approaches (3)
- PSYC 315** Industrial and Organizational Psychology (3)

# Continuing Education Center

**A center of excellence offering quality programs for lifelong learning**

- **Director**
- **Goals of the Continuing Education Center**
- **Programs**

## DIRECTOR

Katha Kissman

## GOALS OF THE CONTINUING EDUCATION CENTER

Individuals and organizations today, whether part of government, business, or industry, require flexible, highly skilled workforces and administrative infrastructures fully prepared to meet the challenges of today's competitive environment. Key issues facing all organizations include integrating new technologies, entering and competing in global markets, and meeting increased consumer demands.

The Continuing Education Center creates partnership opportunities between the educational resources of AUK and the business community of Kuwait and the Gulf region. On-campus and off-campus offerings will include certificate programs, language courses, courses, workshops, and customized training programs to meet the needs of individuals and organizations. The Continuing Education Center's certificate programs, workshops, and other activities will be taught by leading thought leaders who will bring their hands-on experience into the classroom. All courses will be offered in English unless otherwise stated.

Through the Center's programs:

- Executives and professionals in Kuwait develop new standards of excellence, enhance their effectiveness, prepare for new challenges, and broaden their outlooks and perspectives;

- Opportunities will be provided to practitioners in a wide range of subjects, skills and interests to expand their knowledge in their own or related disciplines and help them in their pursuit for continued learning;
- AUK will assist business people, professionals, organizations, and citizens seeking to further individual and organizational growth, and in strengthening all segments of Kuwait's and the region's professional and business communities.

## PROGRAMS

### Special Offerings

Special offerings will be intensive programs that are designed to offer high content, cutting edge theory and skill-building by contemporary thought leaders. Experts inside and outside of Kuwait will deliver these programs.

### Professional Development Certificate Programs

The Continuing Education Center's Professional Development Certificate Courses earn attendees a Certificate at the end of successfully completing the requirements of a program of study on a specific topic. Each Certificate Program will consist of specialization courses resulting in the awarding of a certificate. Under this scenario, Certificate Programs are designed to be completed within one Academic year. Alternatively, Certificate Programs could be offered less in depth and in an accelerated manner to be completed within one Academic semester. Entry into a Certificate Program in mid-year would be subject to availability and the approval of the CEC Director and the Dean of Academic Affairs. Professional Development Certificate Programs under consideration include:

- Accounting and Finance
- Business Administration
- Computer Literacy
- Human Resources Management
- Marketing & Public Relations
- Organizational Leadership

## Courses

The Continuing Education Center also offers a wide range of Professional Development courses that the general public can take on an ad hoc basis. A course may be held once or twice a week for the course of a semester. All attendees will earn a certificate.

The topics for such courses may include:

- **Computer Applications/Software Training:**
  - *Adobe applications*
  - *Microsoft applications*
  - *Database*
  - *Internet & Website Development*
  - *E-Commerce*
- **Language Courses:**
  - *Arabic, English, French, Spanish, German*
- **General Interest Courses:**
  - *Science Enhancement Programs*
  - *Communications and Media Studies*
  - *Computer Science and Information Systems*
  - *Economics*
  - *History and International Studies*
  - *Area Studies*
  - *Language and Literature*
  - *Anthropology/Sociology*
- **Professional Development for Educators:**
  - *Alleviating Behavior Problems*
  - *Assessment Practices*
  - *Counseling Skills for Educators*
  - *Effective Parent Involvement*
  - *Engaging & Motivating Disinterested Students*
  - *Ethics & Integrity in the Classroom*
  - *Fostering Personal Responsibility*
  - *Growing Global Thinking*
  - *Handling Grieving & Loss*
  - *Managing Difficult Students*
  - *Preparing Future Leaders*
  - *Strengthening Teaching Skills*
  - *Understanding Child Abuse & Neglect*

## Workshops

The Continuing Education Center's workshops can

be designed for 1, 2 or 3 days and would provide an intensive training or skill-building for business or pleasure. Topics under consideration include:

- **Career Development:**
  - *Business Writing*
  - *Career Planning*
  - *Conflict Styles & Resolution Skills*
  - *Creative Writing*
  - *Customer Relations*
  - *Customer Service*
  - *Dealing with Difficult People*
  - *Effective Communication Skills*
  - *Effective Presentations*
  - *Effective Resumes/Job Interviewing Skills*
  - *Effective Teams*
  - *Finance for Non-Financial Managers*
  - *Leaders Who Manage*
  - *Marketing*
  - *Marketing Fundamentals*
  - *Negotiation*
  - *Office Management*
  - *Project Management*
  - *Public Relations*
  - *Sales Success*
  - *Time Management*
- **Personal Interest:**
  - *Fashion Design*
  - *Fitness Without a Gym*
  - *Guided Day Study Tours*
  - *Interior Decorating*
  - *Internet for Beginners*
  - *Make-up 101*
  - *Music Appreciation*
  - *Nutrition*
  - *Publishing Your Book*
  - *Understanding & Investing in the Stock Market*
  - *Welcome to Kuwait Orientation for Expats*
  - *Yoga*

## Training On Demand

The Continuing Education Center's Staff will assist governmental units, corporations, and small business in developing specific and tailored professional development training programs as may be needed. These programs can be delivered at the AUK Campus or directly at the requesting entity.

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### **Lectures & Conferences/Symposia**

The Continuing Education Center will partner with the Media and Dialogue Center to help present Lectures and/or develop Conferences or Symposia to the AUK community and the general public. Continuing Education may offer free public lectures on social or culture. In addition, the Continuing Education Center may also partner with outside groups and organizations on conference or symposia on a case by case basis.

# Index of Course Descriptions

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Statistics (STAT)  
Translation (TRAN)

# Course Descriptions

(In Alphabetical Order)

## ACCOUNTING (ACCT)

**ACCT 101 Principles of Financial Accounting (3)** An introduction and overview of financial accounting. Topics include basic concepts and principles of accounting; the accounting cycle; financial statements; cash; cash flow statements; receivables; inventories; assets and liabilities; merchandizing operations.

**ACCT 205 Cost Accounting and Management (3)** An introduction to internal accounting including cost measurement, product costing, cost-volume relationship, budgeting and budget variance analysis, performance evaluation. Prerequisite: ACCT 101.

**ACCT 220 Auditing (3)** Accounting and auditing principles and standards, reporting methods, controls and test of controls, function of independent auditor. Prerequisite: ACCT 101.

**ACCT 301 Budgeting (3)** The analysis of how organizations project income and costs. The study of the process of projecting and monitoring the revenue and expenditure of an organization. Includes cash flow analysis and projection and the daily, monthly and yearly monitoring of current budgets. Prerequisites: ACCT 101 and ACCT 205.

**ACCT 304 Financial Reporting I (3)** An overview of financial statements, measuring assets, income and equities; accounting standards and techniques for researching and assessing standards; applications to accounting and reporting revenues, receivables, inventories, cost of sales, fixed assets, liabilities, equity and statements of cash flows. Prerequisites: ACCT 101 and ACCT 205.

**ACCT 401 Cost Accounting and Strategic Cost Management (3)** Issues of cost management and its use to achieve organizational goals. Relationship of performance measurement, compensation, authority to organizational structure and organizational development and success. Prerequisites: ACCT 101 and ACCT 205.

**ACCT 421 Government and Non-governmental Accounting (3)** Accounting systems and financial standards and reporting for government agencies and non-government organizations (NGOs). Distinguishes differences between governmental and NGO organizations from the private sector. Prerequisites: ACCT 101 and ACCT 205.

**ACCT 450 Accounting Information Systems and Business Process (3)** Computer use for accounting information systems includes concepts, techniques for analyzing, designing and implementing accounting information systems. Prerequisites: ACCT 101 and ACCT 205 and CSIS 110.

## AMERICAN STUDIES (AMST)

**AMST 333 American Culture (3)** An interdisciplinary study of America's view of itself; contemporary society including race, ethnicity, politics, literature, and film; issues of violence, discrimination, racism and attitudes that shape contemporary American culture.

**AMST 335 U.S.-Arab Relations (3)** A survey of United States-Arab relations focusing on the Twentieth Century, especially since World War II.

**AMST 403 American Legal Tradition (3)** American law has become one of the most important regulators of life and work in the country. The course is an exploration of the transformation of American legal culture from the Colonial era to the present. It considers issues of civil rights and civil liberties, the security state and surveillance, and images of law in popular culture. Prerequisite: AMST 333.

**AMST 407 Religion, Race, Gender and Politics in America (3)** How religion, race, ethnicity, and gender have shaped modern American society and its social, cultural, and political system. Prerequisite: AMST 333.

**AMST 409 American Foreign Policy Since WWII (3)** Investigation of American foreign policy since World War II; the process of decision making; the role of the Presidency, the State Department and Pentagon bureaucracy, the Congress, and Public Opinion. Focuses on the Cold War and the Middle East. Prerequisite: AMST 333.

## ANTHROPOLOGY AND SOCIOLOGY (ANSO)

**ANSO 101 Ways of Knowing I: An Introduction to Anthropology and Sociology (3)** An introduction to the study of human cultures in a comparative perspective and fundamentals of anthropological and sociological thought. A prerequisite for most ANSO courses.

**ANSO 201 Ways of Knowing II: Enduring Issues and Findings in Sociological and Anthropological Research (3)** An investigation into key issues in social thought. It includes the methods historically and currently used by individuals on how to make sense of the social, political, and cultural worlds, and the impact of new technologies, new modes of communication, and new media that create new ways of knowing set apart from the conventional modes. Prerequisites: ANSO 101; and prerequisite to admission to the Major.

**ANSO 205 Arab Society (3)** An examination of the main features of the contemporary Arab World: its geography, population, natural resources, culture and social structure. It emphasizes the complexity, diversity and internal dynamics of Arab society and investigates the process, agents, and problems of social, political, and economic development and change. The course includes such topics as "orientalism," identity, religion, minorities, social values, the family and kinship system, women and gender relations, regional migration, brain drain, and urbanization. Prerequisites: ANSO 101 and ANSO 201.

**ANSO 206 The Socio-Economics of Arab States (3)** An introductory course to the Arab States and their societies. Investigates the historical roots and formation of Arab States, and the impact of the West on the Arab World. It also deals with the process of modernization in Arab States. The course concentrates on the varied factors affecting social, political, and ideological structures and institutions of selected Arab States. Prerequisite: ANSO 201.

**ANSO 207 Introduction to Kuwaiti Society (3)** This course provides an analysis of the contemporary social, economic, and political life in the State of Kuwait. Kuwait, like most Arab Gulf societies, has a distinctive demographic and ethnic structure, and oil revenues have generated a particular form of social and economic development. This course reviews developments since the mid-Twentieth Century and examines some of the important social issues such as the family, migration, population, women, youth, delinquency, civil society, the development of democracy and the public sphere, and changing values, norms, and identity.

**ANSO 213 Thought, Ideology and Change in the Middle East (3)** This course introduces the region's complex societies and cultures. It also suggests how the historical and economic dynamics of events in the Middle East have contributed to ongoing debates in understanding political thought and action. The course deals with the societies of the Arab World, Iran, and Turkey, as well as the Berbers and Kurds, and religious and linguistic diversity. Additional topics include the study of kinship, tribes, peasants, urban and rural societies, and ongoing debates concerning law, religion, politics, and resources. Prerequisite: ANSO 205.

**ANSO 215 Social and Cultural Change in Post-Colonial Africa (3)** This course surveys the principal changes in institutions and belief-systems which have taken place during the past half century. Emphasis will be placed on study of the responses and adaptations of indigenous arts and ideologies to the intrusions and appropriations of Western institutions and interests. Case study material will draw from contemporary communities of diverse African nations. Prerequisite: ANSO 101.



**ANSO 216 South Asian Societies and Culture (3)** The structure and dynamics of contemporary societies and cultures of South Asia; the study of tribes, peasantry, and urban conglomerations; includes issues of social organization, law, religion, politics, ecology, and social and cultural change. Prerequisite: ANSO 101.

**ANSO 302 Inequality: Socio-Economic, Ethnic and Racial (3)** An investigation of the theories and systems of inequality and stratification in comparative and historical perspective. The course analyzes systems of social inclusion and exclusion and the structures of differential access to resources and opportunities in a stratified society in relation to social class, race, and ethnicity. Stratification and individual life chances. Prerequisite: ANSO 201.

**ANSO 321 Family and Kinship in Contemporary Societies (3)** Cross-cultural and historical study of family and kinship systems; includes the study of gender, sibling, and generational relations. Analysis of diverse factors which lead to change. Future trends in change of family patterns globally. Prerequisite: ANSO 201.

**ANSO 322 Population Studies (3)** Basic principles of population studies. Comparative analysis of global populations, dynamics of growth; population movement; rural to urban migration; demographic transition theory; population growth and the problem of economic development; international migration. Prerequisite: ANSO 201.

**ANSO 323 Introduction to Qualitative Research Methods (3)** The course introduces students to ethnographic field research, with emphasis on participant-observation and informal interviewing. Planning for and implementing research projects are described. Note taking, expanding notes, coding, and analysis are also covered. Techniques for assuring data quality are presented. Consideration of ethics and of protection of human subjects in relation to case study materials is provided. Special reference to research conducted in Kuwait, the Arabian Peninsula, and the rest of the Arab World will be made. Prerequisite: ANSO 201.

**ANSO 324 Introduction to Quantitative Research Methods (3)** The course covers the following: selection of "problems" for social research; how to translate a theoretic notion into a set of research questions; the nature of "grounded theory" or how to raise theoretic questions from collected data; formulation and testing of hypotheses; design of observations, experiments and measurement scales; sampling procedures. Techniques of data collection will be emphasized: interviewing and survey approaches, observation, and how results of these modes of inquiry can be quantitatively analyzed. Issues of reliability and validity of measures are reviewed. Prerequisites: ANSO 201 and STAT 201.

**ANSO 329 Agrarian and Pastoral Societies in the Middle East (3)** The course analyzes peasant and nomadic tribal structures in the Arab World and their transformation through the influx of oil revenues in some regions and increased opportunities for labor migration in others. The course also explores the impact of colonialism, the expanding urban centered national economies, and the world system on peasant and pastoral communities in the region. Prerequisite: ANSO 201.

**ANSO 333 Economic Development and Socio-Cultural Change (3)** An analysis of the relationship between economic development and social change. The measurement and indicators of societal development including material, economic, political, social, and cultural dimensions that are necessary for sustainable development. A review of contemporary theories and strategies of sustainable development in the global system is emphasized. Prerequisite: ANSO 201.

**ANSO 334 Culture, Society, and Development Policies in the Third World (3)** Comparative and interdisciplinary analysis of historical Third World development dilemmas; theories of development; assessments of the political, economic, social, cultural and technological factors structuring the development process. Prerequisite: ANSO 201.

**ANSO 338 Social Theory (3)** Introduction to major theories in anthropology and sociology; an historical account of the development of the two disciplines and of contemporary sociological and

anthropological social thought; schools of social theory and major figures in the field. The basic and unresolved issues of contemporary sociological and anthropological social thought. Prerequisite: ANSO 201.

**ANSO 339 Labor Migration and Work in Multicultural Societies (3)** The comparative study of the dynamics and impact that labor migration, foreign trade, and tourism have on the structure of varied contemporary societies. Analysis of the globalization of migration and labor; dynamics of pull and push factors, routes and patterns of migration; social, economic, and cultural consequences on the exporting and importing countries; issues of civil and human rights and international law; structure and dynamics of ethnic enclaves in the importing countries. Examples from the Arabian Peninsula, the United States, and other societies will be analyzed. Prerequisite: ANSO 201.

**ANSO 341 Gender in Society and Culture (3)** A comparative analysis of gender and society. The study of women and social change in varied social, cultural, economic, and political contexts focusing on work, distributive justice, development policy, and democratization. Prerequisite: ANSO 201.

**ANSO 342 Womenpower: The Debate Over the Role of Women in Public Life (3)** This course examines how the role of women in changing societies has been discussed among religious and state authorities and the general public over the last half century, and the ways in which rising educational opportunities, greater opportunities for travel, and access to the new media have altered how women participate in society both in the Arab World and elsewhere. Prerequisite: ANSO 341.

**ANSO 343 Gender and Feminist Theory (3)** An examination of theories of gender as constructed and problematic; history of gender and feminist theories; contemporary issues in gender and feminist theories; comparative consideration across nationality, religion, race, class, and sexualities. Prerequisites: ANSO 201 and ANSO 341.

**ANSO 345 Global Environment and Society**

**(3)** Analysis of the relationship between society and the physical environment in a comparative context. The emphasis is on the actions of social groups and societies and their consequences on the environment and the reactions of the public, international organizations and policy groups in identifying and addressing technological and natural environmental problems. Social impact assessment approaches. Prerequisite: ANSO 201.

**ANSO 347 Urbanization and Urban Life (3)** The comparative processes of urbanization including population movement, residential and work patterns in modern cities, urban congestion, urban problems, patterns of urban conflict, multi-ethnic cities, the nature of urban society, and the question of city planning in sociological and anthropological perspectives. Prerequisite: ANSO 201.

**ANSO 403 Comparative Study of Social Movements (3)** Comparative analysis of the structure and dynamics of social movements. Comparative analysis of factors contributing to the rise of social, political, and cultural movements for change; reform movements; revolutions; anatomy of revolutions and revolutionary change; national liberation movements; religiously-inspired political movements; single factor movements; international social movements. Prerequisite: ANSO 323 or ANSO 324 or ANSO 339.

**ANSO 405 The Scientific Study of Religion (3)** A comparative study of religions and symbol systems and their relationship to social structure and social movements. Anthropological and sociological theories of religion and religious life; contemporary trends in religious practices and expression; the contemporary emergence of political movements utilizing religious idioms; the individual, society and belief systems and the relationship between religion and culture as a system of meaning. The course includes the study of ritual, values, organization, ecstatic and other forms of religious life. Prerequisite: ANSO 338.

**ANSO 406 Business Culture and Society: Anthropological and Sociological Perspec-**

**tives (3)** To varying degrees in different settings, business organizations and business practice are embedded in society and in culture. People do not “check” their ideologies or social relationships upon entering a firm or factory. Indeed the conduct of business is profoundly affected by participants’ taken for granted ideas of social order and morality. Businesses in different cultures reflect those differences. This course will survey empirical research, which has documented this intimate connection between where a business is located, the background of its labor force, and the people and firms with which it deals. Prerequisite: ANSO 201.

**ANSO 421 Organizational Culture (3)** In the past 25 years, the concept of organizational culture has gained wide acceptance as a way to understand human systems. This way of looking at organizations borrows heavily from anthropology and sociology and uses many of the same terms to define the building blocks of culture—a pattern of shared basic assumptions that the group learned as it solved its problems of external adaptation and internal integration, that has worked well enough to be considered valid and therefore, to be taught to new members as the right way to think and act. How anthropologists and sociologists use the concepts of their disciplines to describe and explain the workings of formal organizations is the focus of this course. Prerequisite: ANSO 323 or ANSO 324 or ANSO 339.

**ANSO 427 Media Institutions in Arab Society (3)** A survey of the role and impact of the “new” media in Arab societies, including fax machines, photocopy machines, audio and video cassettes, digital technology, satellite television, and the Internet in Arab society, and the changing uses of older media, including newspapers, radio, and broadcast television. Prerequisite: ANSO 201.

**ANSO 429 Cultural and Social Dimensions of Marketing (3)** This course imparts skills required to assess how the social and cultural background of audiences affects the ways in which they interpret and understand messages communicated through advertising media. It will show how societal and cultural forces affect what is said, what is meant, and what is understood and how these can

often come into conflict with one another to disrupt communication. Analysis of social categories, social groups, consumer patterns and marketing strategies; methods of sociological research and marketing. Business and marketing practices and ethical responsibility to community and society are discussed. This course is typically team taught by Sociology and Marketing faculty. Prerequisite: ANSO 323 or ANSO 324.

**ANSO 434 Globalization and Its Discontents (3)** The process of globalization is well underway on all levels of world society. The nature of “network societies,” a new stage in world history, with profound socio-political impacts on all societies and cultures. The course explores the economics of globalization, labor migration, technological advancement, the role of the information revolution, the regionalization of the world, and the internalization of cities. It also investigates the differential impact of globalization on varied societies and the emergence of movements of resistance to globalization. Prerequisite: ANSO 339.

**ANSO 461 Seminar in Anthropology and Sociology (3)** Study of current theoretical and methodological issues in anthropology and sociology. Content may vary from year to year. Prerequisites: ANSO 201 and ANSO 338.

**ANSO 471 Independent Study in Anthropology or Sociology (3)** Prerequisite: permission of the Instructor and Program Chair. Student must write a theoretically and methodologically sound research paper. Prerequisite: ANSO 461.

**ANSO 472 Seminar in the Study of Kuwaiti Society (3)** Theoretical and research approaches to the analysis of Kuwaiti society; its current dilemmas; its future direction; prospects for reform and democratization. Prerequisite: ANSO 207.

**ANSO 481 Internship in Anthropology and Sociology (3)** An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of anthropology and/or sociology and related fields. Prerequisite: Permission of the Instructor and Program Chair. Prerequisite: ANSO 461 or ANSO 472.

## ARABIC LANGUAGE AND LITERATURE (ARAB)

### ARAB 100 Arabic for Non-native Speakers I (3)

This course introduces the student to the Arabic alphabet, the script of modern written Arabic, and develops the student's knowledge in the four language skill areas. The materials are designed in the effective modern approach to foreign language teaching.

### ARAB 101 Arabic for Non-native Speakers II (3)

This second course in Arabic as a second language for non-native speakers. Prerequisite: ARAB 100.

### ARAB 103 Survey of Arab-Islamic Civilization (3)

The course surveys selections from writings in Arabic prose literature that reflect the intellectual, literary, and cultural development of the Arabs from pre-Islamic times up to the present day.

### ARAB 109 Composition for Native Speakers of Arabic (3)

The course is designed as a practical language-based writing course to develop and refine the writing skills of the native speaker of Arabic. The course will also develop writing skills in varied styles such as letter writing, essays, and Op Ed articles. Included in the course is an introduction to historical styles of writing in Arabic.

### ARAB 111 Arabic as a Second Language (3)

The study and practice of teaching and learning Arabic as a second language. Prerequisite: ARAB 101.

### ARAB 125 Advanced Arabic Reading and Writing (3)

A continuation of ARAB 109 in an advanced form. Emphasis is on contemporary styles of writing including academic, technical and journalistic. Prerequisite: ARAB 109.

### ARAB 200 Intermediate Arabic for Non-native Speakers (3)

This course extends ARAB 100 and is designed to enhance further the non-native speaker's knowledge and proficiency of Arabic. Prerequisites: ARAB 100 and ARAB 101.

### ARAB 201 Arabic Literature in Translation (3)

This course surveys the study of genre and theme

in Arabic literature in translation, with special emphasis on the modern and contemporary period. It emphasizes literature as a dynamic reflection of Arab culture and society. The course is an aesthetic and cultural evaluation of the Arabic literature in translation. Poetry and fiction of Mahmoud Darwish, Naguib Mahfouz, Sahar Khalifeh, Jabra Ibrahim Jabra, and others.

### ARAB 301 History of Arabic Literature (3)

This course surveys the history of Arabic literature focusing on the landmarks of Arabic Literature from pre-Islamic to modern times. The course will also relate the literary production to the fundamental facts of Arab history. Prerequisites: ARAB 109 and ARAB 125 or permission of the Instructor.

### ARAB 303 Literature of the Arabian Gulf (3)

The course will focus on selected texts in translation. This course looks at the contribution of literary figures from the Arabian Gulf, especially those of Kuwait, to Arabic literature in general. Prerequisites: ARAB 109 and ARAB 125 or permission of the Instructor.

### ARAB 306 Modern Arabic Short Story (3)

This course surveys the modern Arabic short story in translation. The course analyses the emergence of the short story historically and reviews the contemporary styles and themes. Prerequisites: ARAB 109 and ARAB 125 or permission of the Instructor.

### ARAB 309 Modern Arabic Drama (3)

A survey of the emergence of Arabic drama in the Nineteenth Century and traces its development to the present. The influence of Arabic drama on Arabic literature; effect of the use of colloquial dialogues in play scripts. A selection of video recordings will also accompany this course. In addition, the course assesses drama forms of the medieval period. Prerequisites: ARAB 109 and ARAB 125 or permission of the Instructor.

### ARAB 401 Modern Arabic Poetry (3)

A survey of the renaissance of Arabic poetry from the Nineteenth Century to the present; assessment of the influence of Western literature and the rise of Neo-Classicism in modern Arabic poetry; Al-Baroudi, Shawqi and others. Addition-

ally, the course investigates the steady Western influence on successive and contemporaneous waves of imitation, assimilation, 'apostasy' and rejection. The perceived and controversial problem of modernity and authenticity in poetry and culture. Prerequisites: ARAB 109 and ARAB 125 or permission of the Instructor.

**ARAB 405 The Modern Arabic Novel (3)** The emergence and development of the new genre in Arab literature; styles, themes, and issues in the Arabic novel; the study and analysis of major works including those of Naguib Mahfouz, Sahar Khalifah and others. Prerequisites: ARAB 109 and ARAB 125 or permission of the Instructor.

**ARAB 407 Andalusian Literature (3)** A unique look at the literary production from al-Andalus in three main genres: poetry, prose and grammar. The course assesses Andalusian literature through a focus on the muwashshat and zajal poetry, artistic prose, and the grammatical contribution of major Andalusian writers and scholars. Prerequisites: ARAB 109 and ARAB 125 or permission of the Instructor.

**ARAB 410 Arabic Literary Criticism (3)** A survey of the history of Arab literary theories and of Arab literary criticism in classical eras and in modern times. The authoritative work by Ihsan Abbas, *Tarikh Al-Naqd Al-Adabi 'ind al-Arab*, provides a framework for the course. Prerequisites: ARAB 109 and ARAB 125 or permission of the Instructor.

## ART (ART)

**ART 101 Art History (3)** A survey of the chronological development of Western Art. Its major forms, styles and content focusing on art since the Renaissance to the present.

**ART 103 Arab and Islamic Art (3)** A survey of the chronological development of Arab and Islamic Art. Its major forms, styles and content focusing on Arab art before and since the rise of Islam to the present.

## ASIAN STUDIES (ASTD)

**ASTD 305 Modern China (3)** An analysis of the political development, institutions, and political culture of China after the fall of the Qing Empire in 1912. Emphasis is on problems of political and economic change, and democratization.

**ASTD 307 Japan and the Pacific Rim Since 1945 (3)** An analysis of the political development, institutions and political culture of Japan and the Pacific Rim after World War II. Emphasis is on problems of political change and democracy in the region.

**ASTD 405 Economic Development and Politics of East Asia (3)** An analysis of the dynamics of rapid growth of East Asian countries including the political bases of decision making regarding industrialization. Historical influences and international context affecting the process for rapid economic growth and democratization. Prerequisite: ASTD 305.

**ASTD 410 Governments and Politics of South Asia (3)** An analysis of the contemporary government and structure of political power in South Asia. The character of South Asian political institutions. The influence of ideology on state policy. The character of political parties, interest groups, and the state in South Asia.

## BUSINESS ETHICS AND LAW (BEAL)

**BEAL 101 Business Ethics and Society (3)** An introduction to responsibility and ethics in business. Course analyses the relationship between business and other stakeholders including labor, the consumer, government laws, and regulations and the community. Emphasis is on good business citizenship domestically and globally.

**BEAL 213 Responsibility and Ethics (3)** The social responsibility of business to society. Business ethics and the managerial relationship to varied stakeholders including labor, stockholders, government and the community. Business performance in accordance with societal and ethical standards. Prerequisite: BEAL 101 or permission of the Instructor.

**BEAL 303 Ethics and Human Rights in International Business (3)** The issues of human rights in labor relations in international business operations. International law, labor exploitation, child labor, piracy of intellectual rights, and other issues. Prerequisite: BEAL 101 or permission of the Instructor.

**BEAL 321 Community Service (3)** A analysis of differing cultures, customs, and opportunities across the world with regard to business's responsibility to the community.

**BEAL 401 Legal Issues in Business (3)** Examines business legal issues such as; legal concepts, philosophy, and functions of the court systems. Survey of contracts, sales, agency, legal forms of business, and regulation of businesses. Prerequisites: Junior standing. Prerequisite: BEAL 101 or permission of the Instructor.

**BEAL 407 International Business Law (3)** An study of international investment law, the law of international trade, currency exchange, and World Trade Organization regulations. Prerequisite: Junior standing and BEAL 101 or permission of the Instructor.

## BIOLOGY (BIOL)

**BIOL 101 Biology in Everyday Life (3-2-4)** An exploration of biological concepts related to everyday life. The course also introduces the student to the basic principles that govern the biological world. Main topics include the structure and function of cells, energy and metabolism, evolution and diversity of life, plant structure and function, animal anatomy and physiology, genetics, ecology, and behavior.

**BIOL 201 General Biology I (3-2-4)** Fundamental principles of biology in relation to human beings with an emphasis on chemical basis of life, the structure and function of cells, tissues and systems, morphology and physiology of human beings, and disorders in the different systems. Prerequisite: BIOL 101.

**BIOL 202 General Biology II (3-2-4)** Continuation of BIOL 201. Advanced study of the principles

of biology in relation to human beings with an emphasis on chemical basis of life, the structure and function of cells, tissues and systems, morphology and physiology of human beings, and disorders in the different systems. Prerequisite: BIOL 101.

**BIOL 301 Cell Biology (3-2-4)** An analysis of the structure and function of the cell and its various components; cell biochemistry, physiology, and ultra structure. Accompanying lab consists of DNA analysis, histology, and enzyme kinetics. Prerequisite: BIOL 101.

**BIOL 315 Genetics; (3-2-4)** Principles of genetics; gene structure, function, interaction, and mutation; patterns of gene transmission; chromosomes and chromosomal aberrations; inheritance; biochemical genetics; population genetics. Experiments illustrate basic concepts in genetics. Prerequisite: BIOL 101.

## CHEMISTRY (CHEM)

**CHEM 101 General Chemistry I (3-2-4)** An introduction to basic chemical principles, concepts, and laws. Topics include types of chemical reactions, reaction stoichiometry, solution stoichiometry, kinetic theory of gases, gas laws, thermochemistry, atomic structure and periodicity, the Bohr model, structures, ionic and covalent bonding, properties of gas, liquid and solid phases and their associated phase diagrams. Laboratory includes experiments illustrating principles discussed in the course.

**CHEM 102 General Chemistry II (3-2-4)** Continuation of General Chemistry I. Properties of solutions; colligative and chemical properties; acid-base and complex ion equilibria, laws of thermodynamics, enthalpy and free energy, electrochemistry, representative elements, transition metals, and coordination compounds. Laboratory includes experiments illustrating principles discussed in the course. Prerequisite: CHEM 101.

**CHEM 103 Chemistry in Everyday Life (3-2-4)** An introduction to the principles of chemistry and its role in our daily life. A number of topics will be addressed such as nuclear chemistry and the atomic bomb, acids and bases, petroleum,

chemistry in the kitchen, food additives and coloring, perfumes, soaps and detergents, toxins and poisons, medicine and drugs, forensic chemistry and DNA fingerprinting, global warming, acid rain, and air and water pollution.

**CHEM 221 Organic Chemistry I (3-2-4)** An introduction to organic chemistry. The course covers the chemistry of hydrocarbons and halogenated hydrocarbons; aromatic hydrocarbons; alkanes, alkenes, alkynes, and alkyl halides. Analysis of: terms, origin, synthesis, and reactions. Emphasis is placed on synthesis and mechanisms. Prerequisite: CHEM 103 or CHEM 101 or CHEM 102.

**CHEM 350 Environmental Chemistry (3)** An investigation of the mutual influences of the relationship between natural ecological systems and human activity. Topics include biogeochemical cycles, aquatic chemistry, water pollution and treatment, air pollution, photochemical smog, hazardous wastes, and toxicology. It also includes issues of the ozone layer, global warming, acid rain, nuclear waste disposal, and the problem and treatment of oil spills. Prerequisite: CHEM 103 or CHEM 101 or CHEM 102.

## COMMUNICATION STUDIES (COMM)

**COMM 205 Writing for Advertising, Public Relations and Media (3)** Writing principles and techniques for influencing mass audiences. Intensive practice in writing materials for mass audiences, mass media, organizational audience, political groups, and other specialized audiences. Prerequisites: ENGL 101, ENGL 102 and ENGL 201.

**COMM 210 Research for Public Relations, Advertising and Media (3)** Survey research methods as they apply to issues in public relations, advertising, and as used by reporting media. Hands-on practice in creating a research project for a local client. Prerequisites: COMM 205 and STAT 201.

**COMM 225 Theories of Communication in Multicultural Settings (3)** The problems and dilemmas of public communication met in ad-

vertising and public relations and in reporting in multi-cultural and multi-language settings from local to transnational levels.

**COMM 301 Principles of Public Relations and Advertising (3)** The principles of public relations and advertising. Media relations; community relations; relations with employees in an organization and with other publics. Case studies of advertising, public relations, and advertising campaigns.

**COMM 333 Research and Writing for Speeches and Speech Delivery (3)** The preparation and delivery of speeches and presentations, from research and writing to practical delivery. Prerequisite: COMM 205.

**COMM 335 Communication Across Media (3)** General theories of communication from the message to interactive social processes, their application to different media, and history of media development. This, along with COMM 225, is a basic theory course for communications and media studies.

**COMM 338 Copywriting in Public Relations and Advertising (3)** The principles and practice of writing advertising copy. Prerequisites: COMM 205 and COMM 301.

**COMM 402 Multimedia Public Relations and Advertising Campaigns (3)** The principles and practice in multimedia public relations and advertising campaigns including print, broadcast and Internet. Planning publicity and public relations for special events, product placements, and other marketing issues. Prerequisite: COMM 301.

**COMM 405 International Public Relations and Advertising (3)** The principles and practice of developing international public relations campaigns through the use of news releases, planning and publicity for special events, feature stories; institutional advertising; house publications; public service announcements. Prerequisite: COMM 301.

**COMM 471 Practicum in Public Relations and Advertising (3)** An internship experience with the requirement that the student write a report summarizing what the internship job added to his or

her knowledge of public relations and advertising and related fields. Prerequisite: Permission of the Instructor and Program Chair.

**COMM 481 Seminar in Public Relations and Advertising (3)** Topics and current issues in advertising to be determined by the Instructor. Student report on a research project would be presented in the seminar. Prerequisite: Permission of Instructor and Program Chair.

## COMPUTER SCIENCE (CSIS)

**CSIS 100 Computers and Information Systems (2-2-3)** An introduction to the use of computers. The hardware and system software of computers are described. Commonly used software applications (word processing, spread sheets, databases, etc.) as well as communication (e-mail, World Wide Web, etc.) are reviewed and discussed. Students will have extensive hands-on training during supervised laboratory sessions.

**CSIS 105 Programming Languages: C++ (3-1-3)** Overview of programming design and analysis of programs in C++, data types, operators and expressions, input/output, structures, functions, arrays and pointers, and concepts of object-oriented programming. Prerequisite: CSIS 100.

**CSIS 110 Introduction to Information Systems (2-2-3)** An overview of information systems. Topics include: computer hardware, operating systems, databases, telecommunications and networks, Internet, information systems software, designing information systems, applications, and artificial intelligence. Prerequisite: CSIS 100.

**CSIS 120 Computer Programming I (2-2-3)** Examination of the fundamental programming constructs: data types, variables, operators, expressions and statements, conditional and iterative control structures, classes, objects and methods; arrays, strings, testing and debugging programs. Prerequisites: CSIS 100 and MATH 201.

**CSIS 200 Computer Systems & Assembly Languages (3-0-3)** Introduction to computer

structure. Registers, machine instructions and formats; number and character representation; execution control and addressing techniques. Basic input-output programming; files; procedures, segmentation, and linkage, recursion and re-reentrancy; floating-point and string operations. Symbolic and machine-level debugging. Prerequisite: CSIS 120.

**CSIS 206 Digital Systems (3-0-3)** A course that include number systems, Boolean algebra, analysis and design of combinational circuits, minimization techniques, analysis and design of sequential circuits, and introduction to computer design. Prerequisite: CSIS 120.

**CSIS 208 Digital Systems Lab (0-2-1)** Lab components to go with CSIS 206. To be taken concurrently with CSIS 206.

**CSIS 210 Data Structures and Algorithms (3-1-3)** Study of basic data structures and their applications. Lists and trees; graph algorithms; internal and external sort and search techniques; analysis and design of efficient algorithms; file processing techniques. Prerequisites: CSIS 220 and MATH 213.

**CSIS 220 Computer Programming II (2-2-3)** Topics include: objects, classes, object-oriented programming concepts. Stream I/O operations. Graphics and Graphical User Interfaces. Event-driven programming and some advanced programming topics. Prerequisite: CSIS 120.

**CSIS 310 Introduction to Operating Systems (3-1-3)** Study of supervisory programs. System services and file systems; CPU scheduling; memory management; virtual memory; disk scheduling. Deadlock characterization, prevention, and avoidance; concurrent processes; semaphores; critical sections; synchronization. Distributed systems and communication protocols. Prerequisites: CSIS 200 and CSIS 210.

**CSIS 315 Introduction to Database Systems (3-1-3)** An Introduction to database concepts, database advantages and users, data independence relational data model, object oriented model, database design by analysis and synthesis, re-



lational algebra, data definition and manipulation languages, semantic integrity constraints, semantic query transformation and optimization. Prerequisite: CSIS 210.

**CSIS 320 Principles of Programming Languages (3-0-3)** Formal definition of programming languages including specification of syntax and semantics. Simple statements including precedence, infix, and postfix notation. Global properties of algorithmic languages including scope of declarations, storage allocation, grouping of statements, binding time of constituents, subroutines, co-routines, and tasks. List processing, string manipulation, data description, and simulation languages. Run-time representation of program and data structures. Prerequisites: CSIS 120 and CSIS 210.

**CSIS 322 Internet and Network Computing (3-0-3)** Covers the Internet, its protocols and architecture, Internet application protocols, designing Internet-based clients and servers, and multi-tiered applications, network security, network management and distributed object computing. Lab works on Internet-based applications. Prerequisite: CSIS 310.

**CSIS 330 Introduction to Systems Analysis (3-0-3)** Study of the principles, tools, and practices of information systems analysis. Emphasis on learning pragmatic aspects of working as a system analyst and employing the tools of systems analysis and design. Prerequisite: CSIS 110.

**CSIS 338 Network and Computer System Administration (3-0-3)** Introduces the architecture and administration of various network hardware components and operating systems. The course includes also the architecture and administration of a number of operating systems and their operation as they might be found in a network environment. Prerequisite: CSIS 220.

**CSIS 400 Data Communication and Networks (3-0-3)** Covers hardware, systems software, application software, distributed systems, fundamentals of wide-area and local area network design, security and other management issues. Prerequisite: CSIS 120.

**CSIS 405 Introduction to Systems Design (3-0-3)** Introduces tools of structured design, coupling and cohesion of modules, transform and transaction analyses, packaging, optimization, data structure and object-oriented design methodologies and automated design tools. Costs associated with the people, hardware, and software components of a project will be combined with other aspects of contract writing, project planning, and project control. Prerequisite: CSIS 330.

**CSIS 410 Professional & Ethical Issues in Computer Science (3)** Legal, ethical, privacy and security issues in computer usage. Group work, student presentations and discussions and student essays addressing the above issues. Case studies relating to computer ethics will be discussed. Junior standing or permission of the instructor. Prerequisite: CSIS 315.

**CSIS 412 Database Administration (3-0-3)** Introduces the principles and practices of database administration. It includes: installation, systems tuning, application tuning, security, user management, backup and recovery, distributed database, and other advanced issues such as object-relational databases. Prerequisites: CSIS 315 and CSIS 420.

**CSIS 415 Compiler Construction (3-0-3)** Review of program language structures, translation, loading, execution, and storage allocation. Compilation of simple expressions and statements. Organization of a compiler including compile-time and run-time symbol tables, lexical scan, syntax scan, object code generation, error diagnostics, object code optimization techniques, and overall design. Use of compiler writing languages and bootstrapping. Prerequisite: CSIS 418 or CSIS 422.

**CSIS 416 Computer Systems Architecture (3-0-3)** Introduction to computer organization, types of processors, registers, machine instructions, data representations, execution control and addressing techniques, and debugging of assembly programs. Prerequisites: CSIS 206 and CSIS 208.

**CSIS 418 Introduction to Software Engineering (3-0-3)** Study of software engineering models, requirements, and system models. Validation and verification techniques for the analysis and design of software requirements. Prerequisite: CSIS 210.

**CSIS 420 Distributed Computing and Networking (3-0-3)** Gives an overview of network topologies and networking technologies and infrastructure. It also includes topics on distributed algorithms, deadlock and termination detection, N-Tier client-server computing systems, management and programming of distributed software systems. Prerequisites: CSIS 310 and CSIS 400.

**CSIS 422 Software Project Management (3-0-3)** Study of project management in the context of software systems development. The course will cover the processes, contexts, metrics, planning, and management concerns of projects for modern software systems. Prerequisites: CSIS 210 and CSIS 330.

**CSIS 424 Expert Consultant Systems (3-0-3)** Introduces the basic concepts, techniques, and tools involved in the development of information systems based on human expertise. It includes: identification of expert system projects, knowledge acquisition, architecture of expert systems, inference, verification, and validation of expert systems. Prerequisite: CSIS 426.

**CSIS 426 Artificial Intelligence for Information Systems (3-0-3)** Introduction to the field of artificial intelligence (AI). Basic concepts, principles and techniques used to achieve the goals of AI are studied. Specific examples and applications of information systems are presented. Prerequisite: CSIS 210.

**CSIS 428 Information Theory (3-0-3)** Information concept, communication and data transmission, Shannon's theory, the mathematical concept of information, encoding of data and binary representation, Huffman coding, entropy as a measure of the amount of information, Markov processes and probability, area of application. Prerequisite: MTH 203.

**CSIS 430 Management Information Systems (3-0-3)** Covers foundation of management of information systems based on information technology. It includes decision making, inter-organizational information, office automation, system development, networks, and IT structure. Prerequisite: CSIS 322.

**CSIS 432 Software Quality (3-0-3)** Examines concepts of software quality, the role of quality assurance in software development and quality implications, planning, organization, and staffing to ensure software quality as well as quality measurement and analysis. Prerequisite: CSIS 418.

**CSIS 434 Introduction to Neural Network (3-0-3)** Presents different types of neural networks and describes the basic mechanisms that underlie each network. Discusses fundamental network properties necessary to achieve autonomous behavior. Analyses of how well each network satisfies these properties. Prerequisite: Senior standing and permission of Instructor.

**CSIS 435 Algorithms (3-0-3)** Covers algorithmic analysis and strategies, advanced searching and sorting algorithms, hashing, graph and spanning trees algorithms, topological sort, complexity, approximation algorithms, and basic computability theory. Prerequisite: CSIS 210.

**CSIS 438 Artificial Intelligence (3-0-3)** Types of problems and techniques in Artificial Intelligence; problem-solving methods. Major structures used in Artificial Intelligence programs. Study of knowledge representation techniques, natural language understanding and various syntactic and semantic structures, problem-solving through problem decomposition and interaction among subparts. Prerequisites: CSIS 210 and MATH 213.

**CSIS 440 Image Processing (3-0-3)** An introduction to basic techniques of analysis and manipulation of pictorial data by computer. Image input/output devices, image processing software, enhancement, segmentation, property measurement, Fourier analysis, computer encoding, processing, and analysis of curves. Prerequisites: CSIS 210 and MATH 203.

**CSIS 442 Computer Graphics (3-0-3)** Detailed study of two-dimensional graphics and introduction to issues from three-dimensional graphics. Graphics hardware and applications. Study of graphics primitives in two dimensions: lines, attributes, windowing, clipping, transformations. Overview of other topics: three-dimensional transformations, modeling, color science, rendering. Prerequisites: CSIS 120 and MATH 203.

**CSIS 450 Special Topics in Information Systems (3-0-3)** Selected topics of current interest in information systems. Prerequisite: Senior standing and permission of Instructor.

**CSIS 452 Special Topics in Computer Science (3-0-3)** Selected topics of current interest in computer science. Prerequisite: Senior standing and permission of Instructor.

**CSIS 471 Practicum in Computing (3-0-3)** An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of computer science. Prerequisite: Permission of the Instructor and Program Chair.

**CSIS 472 Practicum in Information Systems (3-0-3)** An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of information systems. Prerequisite: Permission of the Instructor and Program Chair.

## CULTURAL STUDIES (SWCL)

**SWCL 201 Studies in Western Culture I (3)** An introduction to the doctrines, concepts, and practices of Western civilization. The course covers readings from classical, modern, and contemporary authors. The focus is on reading selections from the 'Great Books' that are considered classics of Western civilization: in philosophy and metaphysics, theology, politics, ethics, science, and literature.

## ECONOMICS (ECON)

**ECON 101 Introduction to Economics (3)** Course surveys basic concepts in economics and of methods of economic analysis in both macro and micro economic issues. Topics include markets, market structures, supply and demand, GNP, GDP, financial markets, theory of the firm, resource allocation, price determination implications for social welfare. [Cannot be taken for credit for the major.]

**ECON 201 Macroeconomics (3)** An introduction to macroeconomics. The course focuses on national income and product accounts, consumption, investment, international trade, and output. It also provides students with a theoretical basis in macroeconomics, introduces them to the use of Macro models in a real-world context. Topics covered include the nature of risk and its impact, the use of forecasts, the volatility of foreign exchange markets, and the role of fiscal and monetary policy in stabilizing the economy. Prerequisite: ECON 101.

**ECON 203 Microeconomics (3)** An introduction to microeconomics. The course focuses on supply, demand and product markets, production costs and pricing, and output under different market structures. Prerequisite: ECON 101.

**ECON 205 Managerial Economics (3)** The course focuses on the application of the concepts of economics to managerial issues. It integrates economics principles with modern management techniques and theory for the purpose of efficient managerial decision-making. Topics include optimization techniques, demand estimation and forecasting, production and cost analysis, market structure, and pricing practices. Prerequisites: ECON 101 and STAT 202.

**ECON 301 Intermediate Macroeconomics (3)** Mathematically-based theory and concepts of national income determination, employment, and economic growth. Prerequisites: ECON 201, MATH 201 and MATH 203.

**ECON 303 Intermediate Microeconomics (3)** Mathematically-based theory of relative prices of

commodities and services under perfect and imperfect competition; theory of the firm; consumer demand. Prerequisites: ECON 203, MATH 201 and MATH 203.

**ECON 304 Economics of Labor (3)** The application of economic theory to current labor problems, domestic and foreign. Problems include wage theory and wage differentials, training policy, poverty, unemployment and underemployment, migration, discrimination, issues of productivity, industrialization, and union policies. Prerequisite: ECON 101.

**ECON 305 Introduction to International Economics (3)** Theories and concepts of international trade; real flows; terms of trade; industry structure and resource differences; international competitiveness; the effects of international trade on the economies of importing and exporting countries; the effects of tariffs and quotas and other nontariff barriers on international trade. Also includes multinational corporations, trade and development, customs, and unions. Prerequisite: ECON 101.

**ECON 310 Political Economy (3)** Analysis of theories of political economy including those of Adam Smith, Veblen, the Institutionalists, Neo-Ricardians, modern Marxist and American radical dissenters from orthodox neoclassical economic theory; the relevance of those theories of political economy to problems of interdependence of political, economic, and social forces in contemporary societies. Prerequisite: ECON 101.

**ECON 311 Banking and Finance (3)** An analysis of the role of money and credit in the economy; the structure and operations of commercial banks; the role of the central bank; processes and instruments of monetary policy; non-bank financial institutions; the structure of financial markets; basic principles of monetary theory and policy. Prerequisite: ECON 101.

**ECON 319 Industrial Organization (3)** An analysis of market competitiveness of market conditions; public policy affecting market conditions; monopoly; anti-trust, business regulations and other factors impacting on market conditions. Prerequisite: ECON 101.

**ECON 401 Economic History: Twentieth Century (3)** Historical investigation of economic development; comparison of European and Third World development as contrastive case studies. Prerequisite: ECON 101. [Cross listed with HIST 401)

**ECON 403 Regional Economics: The Arab East (3)** Analysis of the structure and dynamics of the regional oil-based economies of the Eastern Arab countries; trends in trade, investment, and labor movement; distinctive economic and state institutions and the interdependence of the Eastern Arab region (Al-Mashreq). Prerequisite: ECON 101.

**ECON 405 Comparative Economic Systems (3)** A theoretical and historical evaluation of different economic systems, planning strategies and their effects on economic growth, democracy, equity and effectiveness; assessment of the historical experience of the formerly socialist economies; distinctive features of European and Japanese economies and Third World societies. Prerequisite: ECON 101.

**ECON 407 Public Economics (3)** The theory of public expenditure; comparisons between Western and Arab oil-based economies; fiscal policy and taxation or lack thereof. Government approaches to income re-distribution and poverty, family allowances, and welfare programs. Prerequisite: ECON 101.

**ECON 409 Economic Development (3)** Theories and policies of economic development; role of international institutions; impact of international trade policy, international capital flows, exchange rate policies, inflation, public finance, monetary policy, competitiveness, military expenditures; agriculture, population, and the environment. Prerequisite: ECON 101.

**ECON 410 History of Economic Thought (3)** Exposition and analysis of the development of economic theory. Emphasis is on tracing the evolution of economic theories out of specific historical contexts, especially the European and Third Worlds. Major theorists and schools of economic thought, from Adam Smith to the present will be reviewed. Prerequisite: ECON 101.

**ECON 415 Economics of Oil and Natural Resources (3)** Analysis of natural resources including oil industry; supply and demand of natural resources; oil industry; political economy of oil production, refining, transporting and distribution; oil pricing. Prerequisite: ECON 101.

**ECON 417 International Trade and Finance (3)** Theories and practices of international trade and finance; exchange rates; balance of payments, international money; political and other considerations; common markets; WTO; multinational corporations, trade, finance and development. Prerequisites: ECON 201 and ECON 305.

**ECON 419 Global Economics (3)** A study of the global economic forces and factors that shape trade flows, production, capital flows, exchange rates, interest rates, etc.; investigation of the impact on and response of industry and the firm to these global economic factors and the uncertain environment in which they operate. Prerequisites: ECON 101 and ECON 310.

**ECON 452 Introduction to Econometrics (3)** Review of econometric statistics and statistical techniques; the application of statistical models to economic data; regression analysis and estimation of economic models; the question of violations of the basic assumptions of the regression model, dummy variables and analysis of variance; index numbers and time series analysis. Prerequisites: ECON 301, MATH 203 and STAT 201.

**ECON 471 Independent Study in Economics (3)** A research and writing project to be determined in consultation with the Instructor. Prerequisite: Permission of the Instructor and the Program Chair.

**ECON 481 Internship in Economics (3)** An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of economics and related fields. Prerequisite: Permission of the Instructor and Program Chair.

**ECON 485 Seminar in Economics (3)** A seminar for seniors; majors conduct research projects on varying relevant economic issues; presentation of research approaches, subjects and results; a

group project and an individual research project may be allowed. Topics and Instructor may vary. Prerequisite: Permission of the Instructor and Program Chair.

## EDUCATION (EDUC)

**EDUC 100 Essentials of Learning (1)** The course consists of modules that direct students in a methodical way through a sequence of active learning strategies. Several self-discovery units will lead students through practical activities which are designed to enhance their personal growth and development as active learners. Specifically, the course work is designed to provide students with tools to be successful as life long learners.

## ENGLISH LANGUAGE AND ENGLISH AND COMPARATIVE LITERATURE

### ENGLISH LANGUAGE (ENGL)

**ENGL 090 Fundamentals of Composition (0)** A course for students who, on the basis of efficiency tests (TOEFL, TWE), need a course on the basics of English writing, including sentence structure and the mechanics of writing. By the end of the course, students will be able to write a coherent, unified paragraph; they will also become familiar with academic essay writing. This course must be successfully completed before the student enrolls in English 101.

**ENGL 101 Academic Composition (3)** This course introduces First Year students to the fundamentals of writing. Instructional emphasis is placed on the process of writing academic compositions, including brainstorming for ideas, outlining, writing a first draft, reading the draft, editing for grammatical mistakes, revising the draft, rereading it, and preparing a final draft.

**ENGL 102 Thinking and Writing Across the Curriculum (3)** This course gives students the opportunity to write in the discourses of specific disciplines. Sections of the course will focus on writing for the arts and humanities, writing in the social sciences, and writing in the sciences.

Students may select sections according to their interests and professional aspirations. The focus of instruction is on reading and writing across a range of academic disciplines as well as on introducing students to methods of reporting research. Prerequisite: ENGL 101.

**ENGL 108 Public Speaking (3)** This course focuses on the principles of public speaking in large and small group environments with emphasis on audience analysis, research and evidence, reasoning, rhetoric, organization, and delivery. Through analyzing professional speeches and their effectiveness, the student practices the more common speech types: informative, persuasive, special occasion and impromptu, through debates, symposium style presentations, panel discussions, and videoconferencing. The student also learns to integrate a variety of audio-visual aids and multi-media technology in their speaking performances. Both faculty and peer critique will offer suggestions as to effectiveness of composition and delivery.

**ENGL 120 Introduction to the Study of Language (3)** An introduction to the study of the structure and function of language and development of the English language to the present day: phonetics, phonology, morphology, syntax, semantics, and pragmatics and the changes over historical eras. It also includes the study of language acquisition, language evolution, variation and language education. Prerequisites: ENGL 101 and ENGL 102.

**ENGL 201 Imaginative Literature and Critical Writing (3)** This course introduces the student to the aesthetic, intellectual, and academic experience of literature. The course will include studies of a variety of fiction, poetry, drama, and a variety of critical responses to those texts. The student will be responsible to compose critical analyses using appropriate literary terms, critical approaches, and research methodologies. Prerequisites: ENGL 101 and ENGL 102.

**ENGL 207 Rhetoric (3)** A study of rhetoric from its European roots in the literatures of the classical world to its many variations over time and culture. Central to the course will be the role of rhetoric

in determining the way in which discourse is constructed to achieve specific ends. Prerequisites: ENGL 101 and ENGL 102.

**ENGL 220 The Second Language Learning Process (3)** This course will include an overview of pedagogical and assessment issues raised by writing and responding to texts in a second language, often contrasting rhetorical and other cultural protocols of languages and the particular relationship of readers and writers to texts in a second language. Prerequisites: ENGL 101 and ENGL 102.

**ENGL 231 English Grammar (3)** An analysis of the fundamental rules of English grammar; sentence and paragraph formation; patterns of predication, complementation, coordination, and modification. Prerequisite: ENGL 120.

**ENGL 300 History of the English Language (3)** A survey of the history of the English language and its extensions overseas. The emergence of English as the international language of business, science, diplomacy, and entertainment.

**ENGL 329 ESL Teaching Models and Methods (3)** In this course, students learn the principles and methods of second language teaching as well as with theories of second language acquisition, including the writing process, the differences between first and second language writing, ways to respond to writing, and methods of writing assessment. The principal goal of the course is for students to learn the varied models of teaching methods and how best to apply a language teaching method to a particular language learning situation. Prerequisite: ENGL 220.

**ENGL 333 Introduction to Linguistics (3)** An introduction to the study of human language in its biological and social contexts. Principles and methods of linguistic analysis in relation to cognition, symbolization, and culture. Prerequisite: ENGL 120.

**ENGL 335 Sociolinguistics (3)** Language is a social product. In this course, the sociological implications of language will be investigated; societal multi-lingualism; diglossia; systematic and

free variation speech communities. Prerequisites: ENGL 120 and ENGL 333.

**ENGL 445 Creative Writing (3)** The craft and practice of creative writing involving extensive writing throughout the semester. The course includes regular examination of professional models and the writing generated and revised by students. Prerequisites: Successful completion of ENGL 101, ENGL102, and ENGL 201, submission of a writing sample, and permission of the Instructor and Program Chair.

**ENGL 446 Writing Poetry (3)** The craft and practice of writing poetry. Poetry writing and revision throughout the semester. Prerequisites: Successful completion of ENGL 445, submission of a writing sample, and permission of the Instructor and Program Chair.

**ENGL 447 Writing Prose Fiction and Non-fiction (3)** The course includes regular examination of professional models and the writing generated and revised by students. Prerequisites: Successful completion of ENGL 445, submission of a writing sample, and permission of the Instructor and Program Chair.

**ENGL 449 Special Topics in Writing (3)** A period topics course that would offer students an opportunity to examine at some depth special topics within specific periods of literary history. These topics will change over time and eventually at least one in each major period of literature will be offered. Prerequisite: enrollment limited to senior Majors with permission of the Instructor and Program Chair.

**ENGL 450 Special Topics in Genres (3)** A genre topics course which will offer students an opportunity to examine at some depth a special topic within a particular genre (prose fiction, poetry, drama, etc). The topic of this course will vary with instructor and student interest (poetry, prose and drama). Prerequisite: enrollment limited to senior Majors with permission of the Instructor and Program Chair.

**ENGL 451 Advanced Creative Writing (3)** In this course, students will have an opportunity to

work on a collection of poems, short stories, or a book-length fiction project under the supervision of an Instructor. Prerequisites: Outstanding performance in ENGL 445 and ENGL 446 with permission of the Instructor and Program Chair.

## ENGLISH AND COMPARATIVE LITERATURE (ENCL)

**ENCL 203 Survey of Literature (3)** An introduction to English and Comparative Literature from Medieval times to mid-Nineteenth Century. The course includes classical mythology and examples of its use in literature. Representative texts will be studied in relationship to the social, political, and historical background. Required of Literature Majors. Prerequisites: ENGL 101, ENGL 102 and ENGL 201.

**ENCL 301 Theory and Criticism of Film (3)** This course will involve viewing a variety of films and critical responses to those films. Students will demonstrate in their own written and oral responses to film their ability to use effectively the critical language and methodology of professional film criticism in its varied aesthetic, historical, and ideological forms. Prerequisites: ENGL 101, ENGL 102 and ENGL 201.

**ENCL 303 Poetry and Prose: 1500-1660 (3)** Examination of Renaissance poetry and prose, not including Shakespeare; Renaissance literature and its impact on the "modern world." Review and evaluation of the works of Sidney, More, Bacon, Marlowe, Johnson, Donne, and Milton. Also includes selections from the King James Bible for students of literature. Prerequisite: ENCL 203.

**ENCL 304 Poetry and Prose: 1660-1800 (3)** The English Enlightenment; the Restoration and the Age of Reason figures including Dryden, Swift, Pope and Johnson. The rise of technology and technological culture and the impact of science and scientific methodology on Enlightenment literature. Literature Majors must take either this course or ENCL 303. Prerequisite: ENCL 203.

**ENCL 307 Shakespeare (3)** An introduction to Shakespeare; intensive study of selected com-

edies, tragedies, history plays, and Shakespeare's poetry. Works are discussed in their socio-historical context. Required of Literature majors. Prerequisite: ENCL 203 or ENCL 303.

**ENCL 308 Early American Literature (3)** An historical study of American literary forms and intellectual life, writers and their contributions from the Seventeenth Century world of the Puritans to the work of the early Transcendentalists in the Nineteenth Century.

**ENCL 309 The Romantic Age (3)** The development of English Romanticism; first generation of Blake, Wordsworth, and Coleridge; second generation including Byron, Keats and Shelly. Romanticism as a movement in opposition to classical and Neoclassical Enlightenment thought. Also American Romanticism. Emphasis is on the influence of Asian and near-Eastern religious and literary tradition as well as other influences in this early outbreak of what Edward Said calls Orientalism. Literature Majors must complete either this course or ENCL 310. Prerequisite: ENCL 203.

**ENCL 310 The Victorian Age (3)** An examination of the Victorian ethos through representative texts; Tennyson, Browning, Victorian essays; the Victorian novel. Required of Literature Majors. Prerequisite: ENCL 203.

**ENCL 311 The Nineteenth Century English Novel (3)** An examination of representative novels of the period in the context of social and industrial change; intensive reading of novels. Prerequisite: Literature Major and ENCL 203.

**ENCL 312 The Nineteenth Century American Novel (3)** The evolution of the novel form in Nineteenth Century America; Hawthorne, Melville and others. Prerequisite: ENCL 203.

**ENCL 314 Modern English Literature (3)** Key writers of the Twentieth and current Century; recurrent themes and issues. The social and cultural contexts and the response of literature in our time to critical cultural, economic and political forces. Required of Literature Majors. Prerequisites: ENG 203 and either ENCL 310, ENCL 311 or ENCL 312.

**ENCL 315 Modern American Literature (3)** Modern American fiction, poetry, drama, and non-fiction since World War II; the historical, political, and cultural context and its impact on American Literature. Prerequisite: ENCL 203.

**ENCL 319 Spanish Literature in Translation (3)** An aesthetic and cultural evaluation of Spanish literature in translation. Poetry and fiction of major Spanish authors will be studied. Prerequisite: ENCL 203.

**ENCL 325 Third World English Literature (3)** An evaluation of literature written in English by Third World authors; the historical, political, and cultural context. Prerequisite: ENCL 203.

**ENCL 329 German Literature in Translation (3)** An aesthetic and cultural evaluation of German literature in translation. Poetry and fiction of major German authors will be studied. Prerequisite: ENCL 203.

**ENCL 339 French Literature in Translation (3)** An aesthetic and cultural evaluation of French literature in translation. Poetry and fiction of major French authors will be studied. Prerequisite: ENCL 203.

**ENCL 349 Russian Literature in Translation (3)** An aesthetic and cultural evaluation of German literature in translation. Poetry and fiction of major Russian authors will be studied. Prerequisite: ENCL 203.

**ENCL 355 Literature of Contemporary Times (3)** An exploration of the ways contemporary literature responds to the complex reality of our world; modernist and postmodernist fiction from a variety of national literatures; examples from Robbe-Grillet, Lessing, Boll, Mann, Duras; Morrison, Walker, Kundera, Atwood, Munro, Coetzee, Achebe, Eco and Garcia Marquez. Prerequisite: ENCL 203.

**ENCL 400 Introduction to Post Colonial Studies (3)** This course will introduce the methodology and theoretical practices of post-colonial studies. In the course, students will become familiar with the major texts in English written outside the "Metropole" or by subaltern or marginalized voices



within that site of power. Post-colonial studies acquaint us with heretofore invisible or appropriate texts and offers us ways of apprehending those texts. Prerequisite: 300 series survey.

**ENCL 401 History of Theater and Drama (3)** A comparative study of major works in theatre and of theories of drama and performance from Ancient Greece and the Near East to the modern period. Special attention will be given to works representative to distinct periods and schools of theater and drama. Prerequisites: ENGL 101 and 102, ENCL 203 or other upper level period courses.

**ENCL 403 Modern Drama (3)** This course extends the subject matter of ENGL 403 into the Twentieth Century by focusing both on major dramatists but also tracing the development of national and regional dramas. Special attention will be paid to transformations of “classical” conventions of character, plot, and audience as well as a broadening of subject matter and use of a variety of vernaculars. Prerequisite: ENCL 401.

**ENCL 415 Literary Theory and Criticism (3)** An introduction to central issues in Literary Criticism; the concept of literature, the relationship of literature to criticism, and the establishment of literary canons; key schools of criticism, including formalism, structuralism, post, post-structuralism, deconstruction and reception theory, and post-colonialism and their respective historical contexts; required of Literature Majors. Prerequisites: ENCL 203 and a 300 level course.

**ENCL 417 Literature and Society (3)** Examination of the relation between literary genre and of technique and social and political purpose in texts; how literature reflects and/or refracts or distorts reality for different ends; sociology of literature; Marxist literary theories provide the theoretical framework of the course. Prerequisite: ENCL 203 and a 300 level course.

**ENCL 419 Women and Literature (3)** An examination of representations of women and womanhood over time and the way in which those representations are culturally constructed. The course will also offer an introduction to feminist theory and examine the discourses of selected women

writers. Prerequisites: ENCL 203 and a 300 level course.

**ENCL 421 Culture and Imperialism (3)** Senior seminar with changing content while retaining one focus, the theme of “orientalism” or the image of the West in representative texts of the English and American literary traditions. Prerequisite: ENCL 302 and a 300 level course. Course is limited to senior Majors in their last semester.

**ENCL 439 Studies in Post-Colonial Literature (3)** Topics may differ depending on Instructor. Course is limited to senior Majors in their last semester. Permission of Instructor and Program Chair is required.

**ENCL 485 Seminar in English and Comparative Literature (3)** The topic and the Instructor of the seminar may change from year to year depending on the interests of the faculty. Prerequisites: ENCL 203 and a 300 level course. Course is limited to senior Majors in their last semester.

## ENTREPRENEURSHIP STUDIES (ENTR)

**ENTR 201 Principles of Entrepreneurship (3)** The philosophy, motivation, and characteristics of entrepreneurship. Social, psychological, economic, and business factors in the success and failure of entrepreneurship; the entrepreneur; identifying and evaluating entrepreneurial opportunities; planning and developing a new business venture; managing the new venture; applications to creation and management of stand-alone ventures and those developed within corporations.

**ENTR 303 Management of Family Business (3)** The study of the unique nature and special considerations of starting, managing, passing on, and disbanding family-owned and operated businesses. Includes issues of systems, family members as employees, boundaries, and succession planning. Prerequisite: ENTR 201.

**ENTR 307 Franchise Management (3)** The study of the unique nature and special considerations of researching, contracting, managing, and operating a franchise entity. Prerequisite: ENTR 201.

**ENTR 401 Entrepreneurial Management and Strategy (3)** Overview of basic management and planning principles in relation to entrepreneurial endeavors. Prerequisite: ENTR 201.

**ENTR 481 Practicum in Entrepreneurship (3)** An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of entrepreneurship and related fields. Prerequisite: Permission of the Instructor and Program Chair.

## ENVIRONMENTAL SCIENCE (ENVR)

**ENVR 101 Introduction to Environmental Science (3-2-4)** The relationship between human activity and the environment. Ecosystems; dynamics of human populations; resource use and resource conservation; pollution; management and eradication of pollution; ethics and the environment.

## EUROPEAN STUDIES (EURO)

**EURO 301 European Economy, Society and Politics (3)** Analysis of Europe in the Twentieth Century; the two World Wars, the Communist revolutions, and fascism. Economic renewal and prosperity; Contemporary Europe and the emergence of the European Union. Contemporary dynamics of the European Union.

**EURO 401 Euro-Arab Relations (3)** Analysis of West European relations with the Arab World; the European colonization, the colonial legacy, independence, and post-World War II economic and political relations. Europe and the Arab-Israeli conflict.

## FINANCE (FINC)

**FINC 303 Survey of Investments (3)** Evaluation of risk-return of common and preferred stocks, bonds, mutual funds, and other investment instruments. Frameworks for analyzing investments and their usefulness in structuring investment portfolios. Familiarity with accounting, economics, and financial markets is necessary to under-

stand investment analysis. Basic Mathematics is required. Prerequisite: MATH 101 or MATH 103.

**FINC 321 Corporate Finance (3)** Overview of money and capital markets, management of assets, liability, and capital accounts; acquisition and use of short-term funds and long-term capital; financial analysis; cash; long-term budgeting; leasing; corporate securities; dividend policies; and cost of capital.

**FINC 332 Financial Management (3)** Financial planning and analysis; financial theory and methods of analysis; risk measurement; management of investment decisions and capital structure, sources of financing; capital markets. Prerequisite: FINC 303.

**FINC 333 Finance and Government in Kuwait and the Gulf (3)**

**FINC 355 Financial Markets and Institutions in Kuwait and the Gulf (3)** Organization of short-term money markets and long-term capital markets and institutions; investment instruments; investment constraints; resulting portfolios. Prerequisite: FINC 303.

**FINC 403 Investment Analysis (3)** Investment objectives. Methods of appraising corporate equity, debt, and other securities. Portfolio theory and management, technical analysis, random walk theory, and the role of institutional investors. Computer simulation is used. Prerequisite: FINC 303.

**FINC 431 International Finance, Financial Markets and Institutions (3)** The structure and institutions of the international monetary system; the operations of foreign capital markets; the cost of capital in international markets; exchange markets, foreign exchange systems; issues in international accounting, banking and taxation. Prerequisite: FINC 303.

**FINC 454 Financial Statement Analysis (3)** Techniques of financial statement analysis; accounting principles; analytical methods of financial and investment management. Prerequisites: FINC 303 and FINC 332.

**FINC 455 Investment and Portfolio Management (3)** Analysis of investment and portfolio performance; portfolio performance measurements for varied classes of assets; bond portfolio management; interest rates; derivative instruments. Statistical and computer applications are utilized. Prerequisites: FINC 303 and STAT 201.

## HEALTH AND FITNESS (HFIT)

**HFIT 101 Health and Fitness for Life (3)** An introduction to the physiological, social, and psychological factors in life-long health and fitness; self-responsibility for total wellness; introduction to disease patterns and lifestyle choices as factors in epidemiology of diseases and disease prevention.

**HFIT 103 Nutrition and Health (3)** An analysis of the role and value of nutrition in maintaining health, mental health, and physical fitness; diet and nutrition; special needs of overweight and underweight individuals; food mythologies.

**HFIT 201 Stress Reduction (3)** Analysis of the causes of stress and its effects on the human body and emotional and mental health; behavioral and cognitive approaches to controlling stress; relaxation techniques. Holistic approaches to stress management. Lab on skills and relaxation is included; techniques of deep breathing, mental imagery, progressive muscular relaxation, art therapy, journal writing, physical exercise, and meditation.

## HISTORY (HIST)

**HIST 101 World History Since 1900 (3)** Nineteenth Century colonialism and imperialism, Great Power rivalry, the expansion of capitalism into non-capitalist Third World; World War I and World War II; the Bolshevik Revolution; the Cold War; de-colonization; collapse of communism and the Soviet Union.

**HIST 203 Ancient and Classical History (3)** A review of the classical and ancient history: Egypt; Mesopotamia; Greece and the Roman Empire.

**HIST 204 Survey of European History (3)** A survey of European History from the fall of the Roman Empire to the "Westphalian" period of independent states.

**HIST 205 History of Modern Europe (3)** An examination of the political, military, social, and economic factors that have shaped historical events in modern Europe. Students will be trained in historical data collection and analysis of related topics. Prerequisites: HIST 101 and HIST 204.

**HIST 305 History of the Islamic World: 622-1800 (3)** Survey of Islamic history from the time of the Prophet Mohammad to 1800. Includes political, social, and intellectual history. An introduction to the fundamental doctrines of Islam; Islamic institutions; classical and medieval Arab-Islamic history; major themes and disciplines that have informed the writing of Arab-Islamic history and their relation to Islamic law, theology, politics, ethics, and science; selections from important and influential historians and historiographers.

**HIST 307 Arab History in the Late Ottoman Period: 1800-1922 (3)** History of the Arab World in the late Ottoman period until the Great Arab Revolt. Includes European intervention in Arab domains of the Ottoman Empire. Major doctrines and ideologies of modern Islamic and Arab thought are outlined; intellectual history of Arab-Islamic writers; writings on history, Islam, Arabism and Arab nationalism of well-known historians and intellectuals that have contributed and shaped modern Islamic and Arab thought are required reading. Transformation of Arab societies as a result of integration into European capitalism. Prerequisite: HIST 305.

**HIST 309 Twentieth Century Arab History (3)** Contemporary Arab history including European colonialism, struggles for independence, and Zionism and the colonization of Palestine; Arab nationalism; Arab socialism; rise of oil revenues; rise of political Islam; current conflicts in the region. Prerequisites: HIST 101 and HIST 307.

**HIST 311 Ottoman History (3)** Survey of Ottoman History with emphasis on the Nineteenth and early Twentieth Centuries. European imperialism and Ottoman responses to European encroachment

and intervention; Ottoman Reforms; Ottoman and Turkish nationalism. Prerequisite: HIST 101.

**HIST 317 History of Britain (3)** Political, economic, social, and cultural transformation of England and Britain up to the present; the development of Parliament, Common Law, civil war, rebellions, the question of kingship, conflict of church and state; the Industrial Revolution; the growth of the British Empire; World War I and II; Constitutional monarchy; the creation of the United Kingdom. Prerequisite: HIST 101.

**HIST 319 The British Empire (3)** The rise, structure, and dynamics of the British Empire with special emphasis on its policies, actions, and impact on India, the Arabian Peninsula, and the rest of the Middle East. Prerequisite: HIST 101.

**HIST 320 American History from European Colonization to 1900 (3)** Discovery of the Western Hemisphere; European colonial settlement; birth of the nation; history of the United States until the Civil War including slavery and emancipation; westward expansion and Native American response; modernization.

**HIST 321 Twentieth Century American History (3)** World War I; Prohibition and the Depression; World War II and the rise of American international power; the Korean War; the Cold War; the Vietnam War; the two Gulf Wars; challenge to traditional ideologies and political processes. Prerequisite: HIST 101.

**HIST 333 Modern History of Kuwait and the Gulf (3)** The colonial era; independence and contemporary political, economic and social history. Prerequisite: HIST 101.

**HIST 401 Economic History: Twentieth Century (3)** Historical investigation of economic development. Comparison of European and the Third World development as contrastive case studies. Prerequisite: HIST 101. [Cross listed with ECON 401.]

**HIST 402 American Social History in the Twentieth Century (3)** The economic boom and the conservative/traditional 50s; the Civil Rights

movement; the antiwar movement; the feminist movement; the counter-culture movement; the student movement; the response of the political right; the information revolution; transformation of the cultural and political landscape. Prerequisite: HIST 321.

**HIST 421 Comparative Intellectual History (3)** Survey of Western and non-Western intellectual History in the context of social, economic and political change; major intellectual movements in the modern times. Prerequisites: Two History or Political Science or Anthropology and Sociology courses.

### INTENSIVE ENGLISH (IENG)

**IENG 010 Elementary Intensive English Language, Level 1, Oral Communication I (0)** Develops basic listening and speaking skills used in everyday situations and related to purposeful social interaction. Special emphasis is given to listening for specific information while focusing on a limited number of options. Increases fluency in listening and speaking in everyday situations. Emphasis is placed on practicing and listening for main ideas in short simple lectures on academic topics. Prerequisite: Placement Test or TOEFL 65-96.

**IENG 011 Elementary Intensive English Language, Level 1, Reading and Writing I (0)** Develops fluency through ample free writing and a variety of other writing activities. Students are taught to use and to express thoughts clearly using simple and compound sentences as well as writing basic paragraphs using proper formats. In addition, students learn to comprehend narrative and simple, factual texts, and to distinguish main ideas from supporting details. Focuses on clear expression of ideas as fluency increases. They also apply the content of readings to specific tasks such as problem solving or decision making, thus learning social and educational skills. Prerequisite: Placement Test or TOEFL 65-96.

**IENG 020 Intermediate Intensive English Language, Level 2, Oral Communication II (0)** Shifts focus from the personal to focus on academic listening and speaking skills the student will need in

the University classroom. Students do extensive practice in listening to academic lectures and taking notes. Prerequisite: Placement Test, TOEFL 97-129 or IENG 011.

**IENG 021 Intermediate Intensive English Language, Level 2, Reading and Writing II (0)**

Refines knowledge of paragraph structure and organization. Students learn to write well-developed essays and transitions from personal writing to expository writing on academic topics. Students also read authentic academic texts developing a variety of critical thinking skills. Reviews academic writing of essays. Refines research writing techniques culminating in a formal research paper. Students do extensive reading of authentic academic texts to develop the skills of analysis, synthesis, and evaluation. Prerequisite: Placement Test, TOEFL 97-129 or IENG 011.

**IENG 030 Advanced Intensive English Language, Level 3, Oral Communication III (0)**

Continues extensive practice in listening to academic lectures and taking notes. Students will learn to recognize a variety of verbal and non-verbal clues to signal main ideas in a lecture; prepare and deliver formal oral presentations to improve discussion skills, and learn how to support their opinions and respond to the opinions of others. Prerequisite: Placement Test, TOEFL 130-178 or IENG 012.

**IENG 031 Advanced Intensive English Language, Level 3, Reading and Writing III (0)**

Reviews writing of formal academic essays, refines research writing techniques culminating in a formal research paper. Students will practice library research skills, and learn how to present, synthesize, analyze, and evaluate information in a research paper. The class will provide extensive reading of authentic advanced academic texts with the purpose of evaluation of the information. Prerequisite: Placement Test, TOEFL 130-178 or IENG 012.

**INTERNATIONAL BUSINESS (IBUS)**

**IBUS 201 Introduction to International Business (3)**

An introduction to the structure and scope

of international trade and investment, international institutions, the international monetary system and exchange markets, tourism, international labor markets migration. Prerequisites: ECON 201 and ECON 202.

**IBUS 323 International Marketing (3)**

The concepts and practices of marketing across national borders; environmental constraints; types of competition in foreign markets; cultural issues. Prerequisite: MRKT 200.

**IBUS 421 International Banking and Investment (3)**

The structure and institutions of international banks and banking; functions and operations of international banks; offshore banking; foreign exchange structures; risk management; country and political risk assessments; multinational bank operations; issues in international banking. Prerequisites: ECON 301 and ECON 311.

**INTERNATIONAL STUDIES (INST)**

**INST 101 Introduction to International Studies (3)**

The role of the sovereign state in a complex and interdependent state system; introduction to global political economy; labor migrations; internationalization of communication; international environmental issues; monetary, financial and energy issues; patterns of conflict and cooperation; international and regional state organizations; and non-state political and social movements.

**INST 210 Methods of Research in International Studies (3)**

Introduction to scientific method, data gathering, research design, statistical analysis, and computer applications for international relations add comparative studies research. Develops analytical skills that students need as active consumers of research findings. Prerequisites: INST 101 and STAT 201. [Cross listed with PLSC 210.]

**INST 309 Dynamics of Globalization (3)**

Causes and consequences of contemporary global transformations. Is globalization today unique, or part of a recurring pattern in world politics? Analysis of the opportunities and vulnerabilities created by globalization, and of the politics of anti-globalization movements. Prerequisite: INST 101.

**INST 339 International Organizations (3)** The study of the origins, charters, organizational structure, activities, and performance of international organizations; the United Nations; the International Monetary Fund; the World Bank; the World Trade Organization, and others. Prerequisite: INST 101.

**INST 345 Conflict Resolution (3)** Varied theories, perspectives and practices in conflict resolution. Review of case studies of conflict resolution proposals. Research, analysis, and writing of case studies in conflict resolution. Stress is on innovative and original proposals for conflict resolution in case studies. Prerequisite: INST 101.

**INST 400 Colonialism (3)** A comparative analysis of colonialism, its rise, justification, dynamics, and consequences on the colonized societies and the colonial powers. Issues of post-colonial problems including nation building, economic development, political stability, democracy, and civil rights. Prerequisite: INST 101.

**INST 409 Contemporary Africa (3)** Contemporary Africa south of the Sahara; Africa's colonial legacy; South Africa; Contemporary Africa's state system; the OAS; African political culture; its historical, economic, and social roots; ethnicity and ethnic conflict; the future of sub-Saharan Africa. Prerequisite: INST 101.

**INST 410 Contemporary South and Southeast Asia (3)** Analysis of the political, social, and economic dynamics of Malaysia, Thailand, Indonesia and Vietnam, and, on the subcontinent, India and Pakistan. The colonial legacy, economic development and financial crises; security dilemmas; relations with China, Japan and the United States. Prerequisite: INST 101.

**INST 412 Sustainable Development (3)** The problem of sustainable development. A survey of development models and practices; assessment of development practices in the Third World in the last three decades; new theories for sustainability of social, economic, and political development. Prerequisites: INST 101 and ECON 409.

**INST 471 Independent Study in History and**

**International Studies (3)** A research and writing project to be determined in consultation with the Instructor. Prerequisite: Permission of the Instructor and the Program Chair.

**INST 485 Seminar in History and International Studies (3)** A seminar for seniors; Majors conduct research projects on varying relevant economic issues; presentation of research approaches, subjects and results; a group project and an individual research project may be allowed. Topics and Instructor may vary. Prerequisite: Permission of the Instructor and Program Chair.

## LEADERSHIP STUDIES (LDST)

**LDST 203 Introduction to Leadership (3)** A study of the roles and responsibilities of leadership. Includes analysis of situational leadership, peer leadership and leading up, and methods for evaluating individual leadership strengths and weaknesses including MBIT, 360 degree instruments among others. Leadership coaching and developing personal and organizational leadership action plans will also be included.

**LDST 333 Leading and Managing Organizational Change (3)** An analysis of the key components necessary to effect organizational change including establishing vision, creating and motivating the team, creating a process and strategy to guide change, empowering others to take action, celebrating short-term and long-term accomplishments, and institutionalizing outcomes measurements into standard operating procedures through effective knowledge management. Prerequisite: MGMT 101 and LDST 203 [Cross listed with LDST 333].

**LDST 335 Leadership of Teams and Groups (3)** A study of the Tuckman model of team theory regarding team development and behavior and the resulting leadership requirements for each stage. Also included are establishing team ground rules; team building; onboarding of new team members; loss of a leader or team member. Group exercises and a team project will be included. Prerequisite: LDST 203.

**LDST 338 Issues in Cross-Cultural Leadership (3)** Culture and international business leadership and management; the impact of culture on concepts of leadership, values, expectations, norms, and patterns of communication; cultural sensitivity in global management. Includes the examination of a variety of ethical, multicultural, and multi-ethnic workplace issues; discussion of appropriate management styles for multicultural and multi-ethnic organizations. Prerequisite: LDST 203.

**LDST 401 Theories and Practice of Conflict Resolution (3)** An analysis of the common causes of conflict; warning signs; how and why communication breaks down; communication models to de-escalate situations that may become volatile and confrontational and that may result in violence and abuse; includes non-physical intervention techniques on managing and de-escalating potentially violent incidents within the workplace. Prerequisites: LDST 203 and INST 345.

**LDST 445 Theories of Leadership (3)** An analysis of historical and contemporary leadership theories with regard to the organization of work and the means of production. Includes the study of such thought leaders as Peter M. Senge, Marshall Goldsmith, Warren Bennis, Peter F. Drucker, Frances Hesselbein, Ken Blanchard, Daniel Goleman, Steven Covey, and Jim Collins, among others. Prerequisite: LDST 203.

## MANAGEMENT (MGMT)

**MGMT 101 Principles of Management (3)** Surveys of current management theories, research, and practice. Course content is a synthesis of behavioral sciences concepts that provide the basic framework for the practice of management. Topics include organizational goals and responsibilities, organizational control, decision making theory, planning, leadership, motivation, small group behavior, conflict and organizational development and change.

**MGMT 205 Introduction to Human Resource Management (3)** The principles, objectives and operations of personnel management in varied types of organizations; recruitment policies and

procedures; selecting and contracting; behavioral issues in human resource management including communication, motivation, evaluation, merit and merit increases, etc., conflict and conflict resolution in group relations. Prerequisites: MGMT 101.

**MGMT 301 Leading and Managing Organizational Change (3)** An analysis of the key components necessary to effect organizational change including establishing vision, creating and motivating the team, creating a process and strategy to guide change, empowering others to take action, celebrating short-term and long-term accomplishments, and institutionalizing outcomes into standard operating procedures through effective knowledge management. Prerequisite MGMT 101 and LDST 203. [Cross listed with LDST 333]

**MGMT 312 Negotiation (3)** Evaluation of different theories of negotiations; application of these theories to a variety of settings; rational models of bargaining behavior; cognitive and behavioral theories; how bargaining behavior may diverge from the predictions of the rational models. Prerequisite: MGMT 101.

**MGMT 315 Decision Making in Management (3)** The study of individual and group decision making in the organization. The process of arriving at a judgment based upon the feedback of multiple individuals and teams. Includes the use of decision making models and matrixes. Prerequisite: MGMT 101.

**MGMT 327 Planning and Strategic Management (3)**

**MGMT 333 Organizational Behavior (3)** Organizational and managerial theories and research; organizational goals and responsibilities, models, decision theory, planning control, motivation, leadership, team building, group behavior and conflict, and organizational change. A synthesis of behavioral science theories as a broad framework for understanding organizational behavior. Prerequisites: MGMT 101.

**MGMT 343 Quantitative Research Methods for Business (3)** Introduction to the scientific method, research design, data gathering, statis-

tical analysis of data; computer applications for business issues; student develops the skills for becoming an active and informed consumer of research methodology and findings. Prerequisite: STAT 201.

**MGMT 345 Business Operations (3)** Concepts and analytic tools for successful management of production of goods and services: from input of resources to finished goods and services; managing the production process, order fulfillment, inventory and delivery. Prerequisites: MGMT 101, MGMT 327 and MGMT 343.

**MGMT 400 Consulting Project (1.5 credit hours per semester for a total of 3)** A year-long project in which students will consult with an outside organization (business, governmental or NGO) on a specific problem. Students must evaluate the business in the context of its mission, industry, financial condition and, with the aid of faculty and business counselors, make recommendations for improvement based on solid analysis. Presentation and writing skills will be tested here. Prerequisite: Third Year standing; open for Management and Business Administration Majors only.

**MGMT 401 Entrepreneurial Project (1.5 credit hours per semester for a total of 3)** The senior-year project will be an Entrepreneurial Project over two semesters for a total of 3 credit hours. Students will develop a full business plan for a new enterprise with a full analysis of human, financial, social, and governmental implications. The students will be guided by faculty and business leaders and will be required to take an overview as well as demonstrating analytical and presentation skills. Prerequisites: Third Year standing; open for Management and Business Administration Majors only.

**MGMT 403 Human Resources as Business Partner (3)** The evolution of the field of Human Resources. Includes discussion of the role human resources can play with an assigned strategic business unit's management team to assist in optimizing people, strategy, structure, process and culture; strategic HR planning, advice and consultative services; and translate the line of business objectives into HR service levels; pro-

gram delivery and management; HR team collaboration; recruitment, performance evaluation, and succession planning; policy administration; employee relations; measurement and reporting, assessment and feedback; training and organizational development. Prerequisite: MGMT 101.

**MGMT 412 Management and Public Affairs in Kuwait and the Gulf (3)**

**MGMT 413 Management Strategy and International Affairs (3)**

## MARKETING (MRKT)

**MRKT 200 Principles of Marketing (3)** Introduction to marketing decision making in business and nonprofit organizations. Particular attention is devoted to analysis of customer needs; segmenting markets; and developing product, promotion, pricing and distribution strategies. Relationships between consumers, business, and government are explored. Prerequisites: ECON 201 and ECON 202.

**MRKT 301 Marketing Planning and Strategy (3)** Methodology of planning and development strategy for marketing consumer products and services; launching a new product or service; interfacing with sales forecasting, test marketing, marketing research, segmentation, positioning, analysis of the competition, research and development and profit. Case studies used. Prerequisites: MRKT 200, ECON 201, and ECON 202.

**MRKT 305 Sales and Retail Management (3)** An introduction to professional sales and retail force management. Course is designed to develop knowledge and skills in planning sales programs, organizing the selling effort, and recruiting, training, and motivating the sales force. Prerequisites: MRKT 200.

**MRKT 309 Principles of E-Commerce (3)** Internet marketing; decision making regarding promotion, pricing and distribution strategies via the Internet; product development and e-marketing; electronic markets; Internet purchasing behavior; Internet and e-mail advertising; Web sponsor-



ships; Internet marketing ethics. Case studies of U.S. and Kuwaiti companies that have active Internet presence. Prerequisite: MRKT 200.

**MRKT 333 Marketing and Sociology (3)** Analysis of social categories, social groups, consumer patterns and marketing strategies; methods of sociological research and marketing. Business and marketing practices and ethical responsibility to community and society. This course is typically team taught by Sociology and Marketing faculty.

**MRKT 355 Promotion and Advertising (3)** Development of a promotional and advertising campaign for clients; formulation of advertising strategy, targeted audiences and consumers; multimedia campaign planning, campaign execution, and campaign evaluation. Prerequisite: MRKT 200.

**MRKT 401 Research in Marketing (3)** Study of research tools used to aid marketing decision making. Course considers the definition of research problems, selection of projects, and analysis of data. Design and implementation of a consumer survey. Students learn to use computer statistical packages to analyze research data. Prerequisites: STAT 201 and MRKT 200.

**MRKT 481 Practicum in Marketing (3)** An internship program with hands on experience in actual cases in marketing. The Office of Student Affairs and the faculty will help place the student in marketing agencies or marketing departments of business organizations. An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of marketing related fields. Prerequisites: Senior standing, MRKT 200, and two additional courses in Marketing.

## MATHEMATICS (MATH)

**MATH 090 Preparatory Mathematics (0-0-5)** Polynomials, functions, exponents, logarithms, coordinate geometry, graphing, conic sections, trigonometry, complex numbers, vectors, sequences, series, and basic probability theory.

**MATH 091 Preparatory Business Mathematics (0-0-5)** Integers and variable expression, fractions, decimals, real numbers, polynomials, ratio and proportion, percentage, geometry and applications. This course is preparatory to MATH 103.

**MATH 101 Finite Mathematics (3)** Review of Algebra, sets, linear equations and nonlinear equations and inequalities, interest, systems of linear equations, functions, graphs, and elementary data analysis.

**MATH 103 Mathematics for Business (3)** Sets, relations, functions, maxima and minima, sequences, power series; analytic geometry; conics, trigonometric, exponential, logarithmic, and inverse functions; rate of change, the derivative, Taylor approximation, matrix algebra, and applications. This course is required for all business students in the first semester.

**MATH 110 Pre-Calculus (3)** Polynomial, rational, exponential, logarithmic, and trigonometric functions and inverses, sequences, series, systems of linear and nonlinear equations and inequalities, complex numbers, vectors, binomial theorem, mathematical induction, conics, and the use of technology for problem solving.

**MATH 201 Calculus I (3)** Functions, limits and continuity, derivatives and applications, Riemann Sums, integration, transcendental functions, and introduction to the use of the computer algebra system Mathematica. Prerequisite: MATH 110.

**MATH 203 Calculus II (3)** Fundamental integration techniques, numerical integration, applications of integration, improper integrals, differential equations, infinite series, Taylor series, polar and parametric equations, cylindrical and spherical coordinates, and the use of computer package Mathematica. Prerequisite: MATH 201.

**MATH 210 Differential Equations (3)** Differential equations of first order, applications, singular solutions, linear equations with constant coefficients, miscellaneous methods for equations of higher order, solution in series, total differential equations, qualitative methods, and the use of the computer package Mathematica. Prerequisite: MATH 203.

**MATH 213 Discrete Mathematics (3)** Logic of compound and quantified statements, elementary number theory, methods of proof, sequences, mathematical induction, set theory, functions, relations, graphs, and trees. Prerequisite: MATH 110.

**MATH 325 Numerical Computing (3)** Introduction to numerical algorithms, root finding, approximation of functions, numerical integration and differentiation. Prerequisites: MATH 203, CSIS 120, and permission of CSIS Advisor.

**MATH 389 Principles of Operations Research (3)** Linear programming; integer programming, mathematical models, decision trees, network flow problems, graph algorithms, decision analysis, route planning, applications. Prerequisite: MATH 203.

## MEDIA STUDIES (MDIA)

**MDIA 301 Principles of Reporting and Editing (3)** An introduction to principles of journalism, its professional standards and techniques for informing mass audiences; paradigms of reliability, confirmation, completeness in reportorial writing for mass media. Prerequisites: ENGL 101, ENGL 102 and ENGL 203.

**MDIA 312 Writing and Editing News (3)** Fundamentals of writing news, judging news worthiness, interviewing techniques for journalists; evaluating news sources, research, and methods of confirmation and validation. Includes practice of news gathering, writing, and editing; research-based news reporting compared with fieldwork.

**MDIA 322 Writing and Editing Feature Articles (3)** Concept and structures of feature articles for newspapers, magazines, specialized publications, broadcast, and other electronic media. How stories are developed through research, interviewing, and writing, followed by marketing and publication of articles.

**MDIA 332 Writing and Editing Opinion-Editorials (3)** Principles of writing editorials and opinion columns; policies and practices of opinion writing

in mass media; reviews; analysis of editorials, Op-Ed and other commentary.

**MDIA 333 Broadcast Journalism (3)** Judging newsworthiness, writing, reporting, and editing news for radio and television. Hands-on practice in gathering, writing and editing field reports. Prerequisite: COMM 335.

**MDIA 402 Editing and Editorial Policies (3)** Fundamental principles and practices of editing, copy editing, wire editing, deadline writing, and editorial judgment; editorial policy; introduction to newspaper design and layout.

**MDIA 410 Research for Public Relations, Advertising and Media (3)** Survey and polling research methods and applications used in developing print and broadcast stories, articles, and reports. Prerequisite: STAT 201.

**MDIA 427 Media Institutions in Arab Society (3)** A survey of the histories, roles, and institutions of media in Arab countries from printing to electronic media, from major publishing firms and publications to satellites and satellite broadcasters, including the Internet and publications in that medium.

**MDIA 471 Practicum in Journalism (3)** An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of journalism and related fields. Prerequisite: Permission of the Instructor and Program Chair.

**MDIA 481 Seminar in Journalism (3)** A seminar for seniors; Majors conduct research projects on varying relevant economic issues; presentation of research approaches, subjects and results; a group project and an individual research project may be allowed. Topics and Instructor may vary. Prerequisite: Permission of the Instructor and Program Chair.

## MUSIC (MUSC)

**MUSC 101: Music Appreciation (3)** Students are introduced to the elements of music, rhythm, melody, harmony, form, with a focus on Western

classical music, along with some world music traditions. Students will also review the lives and works of famous composers and musicians of European classical music from the Middle Ages to the present. This course provides students with a rudimentary analytic grasp of music fundamentals and a familiarity with a small group of significant styles and composer/musicians.

### **MUSC 105: Introduction to World Music (3)**

Music cultures from throughout the globe are introduced through musical, social, and aesthetic approaches. Among traditions examined are those of the Arab World, specifically Egypt and the Arabian Gulf, China, India, Indonesia, and the United States. The cultures featured can vary from semester to semester. Topics include popular music, music and ritual, communication and self-expression, with consideration of modal structures, instruments, forms, and performance practices. Live performances will be presented in class when possible.

## **PERFORMING ARTS (PERF)**

**PERF 101 Performing Arts (3)** A review of traditions, styles and history of performing arts in the West and in the Arab-Islamic tradition.

## **PHILOSOPHY (PHIL)**

**PHIL 100 Introduction to Logic (3)** Arguments, premises, conclusions, deduction, validity, truth fallacies, categorical logic, Boolean logic, syllogisms, Venn diagrams, symbolic logic, truth tables, and proof.

**PHIL 101 Introduction to European Philosophy (3)** An introduction to basic doctrines and concepts in philosophy through an analytical reading of selections from the writings of Western philosophers who have had a major impact on the development of philosophical discourse. The course also addresses the relationship of philosophy to the development of other disciplines, such as theology, history, politics, social science, science, and literature. Some of the perennial issues in philosophy are identified and discussed.

### **PHIL 201 Survey of Arab-Islamic Philosophy**

**(3)** Survey of the works of major philosophers in Islam, such as Al-Ghazali, Ibn Rushd, the Sufis, and others. Course will include analysis of their religious and philosophical doctrines.

### **PHIL 311 Modern Western Philosophy (3)**

Review of modern Western Philosophy of the Seventeenth, Eighteenth and Nineteenth Centuries. It explores issues of science, politics and culture, and the impact of the Industrial Revolution. The course covers philosophy of science, pragmatism, utilitarianism, Darwinism and Marxism. Prerequisite: PHIL 101.

### **PHIL 315 Contemporary Western Philosophy**

**(3)** Reviews Twentieth Century Western philosophy against the background of world wars, communist revolutions and third world revolution; Einstein and further scientific theories; psychological theories of Freud; social theories of Weber; linguistic theories of Chomsky and others. Course covers existentialism, phenomenology, deconstruction, structuralism; analytic philosophy, etc. Prerequisite: PHIL 101.

## **PHYSICS (PHYS)**

**PHYS 090 Preparatory Physics (0-0-5)** A non-calculus based course that covers Newton's Laws, Conservation of Energy and Momentum, Circular Motion and Rotation, Thermal Physics and Relativity.

**PHYS 091 Preparatory Physics (0-0-5)** A non-calculus based course covering Electricity, Magnetism, Optics and Modern Physics.

### **PHYS 101 Physics in Everyday Life I (3-2-4)**

A non-calculus based introduction to physics and physical laws and principles in a format where their applications and presence in everyday life situations, events, and interactions are evident. The first semester covers Newton's Laws, concepts of energy, circular motion, projectiles, sound, thermal exchanges, and atomic/nuclear energy.

### **PHYS 102 Physics in Everyday Life II (3-2-4)**

A non-calculus based introduction to physics and

physical laws and principles in a format where their applications and presence in everyday life situations, events, and interactions are evident. The second semester covers lenses and optical devices, electricity and magnetism and some modern physics topics. Prerequisite: PHYS 101.

**PHYS 110 Astronomy (3)** Investigation of Celestial Motion of heavenly bodies, Newtonian Mechanics and Universal Gravitation, Relativity, optical phenomena, radio telescopes and various theories of The Universe, including String Theory, Big Bang Theory and Parallel Universe Theory. Prerequisite: PHYS 101.

**PHYS 115 General Physics I (3-2-4)** An introductory calculus based course with Lab covering the conservation laws of matter (mass/energy), and momentum. Newton's laws of motion and his theory of gravitation, circular motion, centripetal acceleration, and force. Rotational dynamics with the law of conservation of angular momentum. Recommended for Computer Science Majors. Prerequisite: MATH 203.

**PHYS 116 General Physics II (3-2-4)** A calculus-based course with Lab covering electromagnetic wave theory and electric circuits; optical phenomena with applications to optical devices; magnetic theory and applications to magnetic storage devices; frequency response and periods of response of signals. Recommended for Computer Science Majors. Prerequisites: PHYS 115 and MATH 203.

**PHYS 212 Classical Mechanics (4-2-3)** A calculus-based general physics course. Includes kinematics, conservation of momentum, elastic and inelastic collisions, the scalar product, Newton's Law of Gravitation, conservation forces and law, Kepler's Laws, circular motion, equilibrium and elasticity, laws, projectiles, angular momentum, rotational motion, simple harmonic motion, energy, temperature, heat and the first law of thermodynamics, sound, and mechanical waves. Prerequisites: PHYS 115 and PHYS 116.

**PHYS 216 Electricity and Magnetism (3-2-4)** An introduction to the basic principles of electricity and magnetism including the contributions of

Gauss, Faraday, Ampere, Maxwell, and others; capacitance, DC circuits, magnetic fields; electromagnetic propagation, antenna design, microwaves, radio wave transmission and reception, etc. Prerequisites: PHYS 115 and PHYS 116.

**PHYS 312 Modern Physics (3-2-4)** An introduction to the history and nature of quantum mechanics; special theory of relativity; basic introduction to nuclear and elementary particle physics; discussion of classical laws, their modification and replacement to account for the behavior of atoms, subatomic particles, and matter at the macroscopic level; lasers, flux quantization. Prerequisites: PHYS 115 and PHYS 116.

## POLITICAL SCIENCE (PLSC)

**PLSC 200 Introduction to Political Science (3)** An investigation into the nature of government and politics; exploration of the basic philosophies, principles, and concepts of governance, and of the structures and processes of political systems. Topics include the structure and function of states, forms of government, public administration, the nature and character of domestic, foreign, and national security policy, relations between states, the international system, and international organizations.

**PLSC 202 International Relations (3)** An examination of the basic factors and conditions which determine or influence relations among governments and states. Analysis of conflict and cooperation in a rapidly-changing world; impact of non-state actors and international organizations such as the United Nations; determinants of foreign policy; and sources of national economic and political power. Some attention is paid to contemporary developments including the post-Cold War unipolar order.

**PLSC 203 Comparative Politics (3)** Analysis of how varied Western and other polities address the enduring problems of order, political responsiveness, political change, and the legitimacy of government structures. The course includes the comparative investigation of the relationships

between the individual, social groups, and the State. Issues of individual freedom and collective responsibility.

**PLSC 204 International Political Economy (3)**

An examination of the interaction between politics and economies in international affairs. The course includes the effect of economic conditions on foreign military and security policy, and the impact of foreign and military policies on economic relations. Topics also include imperialism, globalization, regional economic systems and international economic institutions such as the WTO, World Bank and International Monetary Fund. Prerequisites: PLSC 202 or PLSC 203.

**PLSC 207 International Relations of Arab States (3)**

Historical and contemporary analysis of the foreign policies of Arab States. Intra-Arab state relations; the Arab League; Euro-Arab relations, US-Arab relations, Arab-East Asian relations and Arab-African relations. Prerequisite: PLSC 200 or PLSC 202.

**PLSC 210 Methods of Research in Political Science (3)**

Introduction to scientific method, data gathering, research design, statistical analysis, and computer applications for international relations and comparative studies research. The course develops analytical skills that students need as active consumers of research findings. Prerequisite: STAT 201. [Cross listed with INST 210.]

**PLSC 303 Politics of Post-Industrial Societies (3)**

Comparative study of postindustrial society; public policy and policy making; domestic and foreign policy; politics and economics of welfare states; political participation and oppositional movements in postindustrial societies. The course assesses the impact of technology, science, the information revolution, and national and international social movements on politics. Prerequisites: PLSC 200 or PLSC 203.

**PLSC 304 Arab Politics (3)** The course investigates contemporary Arab political cultures; its historical, economic, geographic, ideological and social roots, dynamics of Arab nationalism, and political Islam. Prerequisite: PLSC 200 or PLSC 203.

**PLSC 305 Politics of Developing and Emerging States (3)**

The dynamics of development and under-development; dilemmas of population growth, ethnic conflict, corruption and failed states; democratization and its critics; advantages and drawbacks of integration into the world economy. Prerequisite: PLSC 200 or PLSC 202 or PLSC 203.

**PLSC 315 American Government (3)**

Structure and function of the American governmental system; the constitutional bases of government; federal, state and local government systems; intra-governmental relations; the Presidency, the Executive Branch, the Supreme Court, Congress and the role of business, industry, nongovernmental agencies, and interest groups. Prerequisite: PLSC 203.

**PLSC 316 Political and Social Forces in the U.S. (3)**

An overview of the social bases of politics in the U.S.; political participation and elections; political parties, special interests; the role of religion in politics; public opinion and the major national institutions influencing the making and implementation of domestic and foreign policy. Prerequisite: PLSC 203.

**PLSC 317 Government and Politics in Kuwait (3)**

Analysis of the contemporary political institutions and behavior of the Kuwaiti political system; an overview of political participation and elections; the relationship among the executive, legislative and judicial branches; the major national institutions involved in domestic and foreign policy making. Prerequisite: PLSC 200 or PLSC 203.

**PLSC 321 Islamic Political Philosophy (3)**

A survey of Islamic political thought from the time of the Prophet Mohammad until the present. Investigation of the development and evolution of institutions in the Islamic state; Ibn Khaldoun's views on history, society, and the state. Theories of the state including contemporary Shi'i and Sunni thought are also addressed. Prerequisite: PLSC 304.

**PLSC 322 Western Political Philosophy (3)**

A survey of Western political thought from ancient times to the present. Analysis of major themes

such as the relationship of the individual to the state, political authority, political legitimacy, cooperation and conflict, and political change through the works of Plato, Aristotle, Rousseau, Machiavelli, Hobbes, Locke, and contemporary political theorists such as Rawls.

**PLSC 327 Comparative Ethnicity, Identity, and Ethnic Conflict (3)** Comparative examination of the complex configuration of identity, identity politics, ethnicity, and the role of race, religion, culture and nationalism in ethnic identity, population, migration, and ethnic politics and conflict. The rise of ethnic conflict in a global society is addressed. Prerequisite: PLSC 200 or PLSC 201.

**PLSC 328 International Relations Theory (3)** The use of theoretical constructs to understand historical and contemporary world politics. Major paradigms, perspectives, and approaches in international relations theory, including realism, liberalism and constructivism are included, along with the evolution of theory in historical and cultural context. Prerequisite: PLSC 202.

## PSYCHOLOGY (PSYC)

**PSYC 201 Introduction to Psychology (3)** A general survey of psychology. Topics include the nature of psychological phenomena, physiological bases of behavior, life-cycle development, sensation, perception, learning, conditioning, memory, language, thinking, motivation, emotion, personality, individual differences, conflict and stress, abnormal behavior, therapeutic techniques, social psychology, and research methods.

**PSYC 203 Social Psychology (3)** The study of the individual in society, the individual in group contexts, and the impact of society and group dynamics on individual behavior. Topics include theories of childhood development, socialization, attitude formation, personality, interpersonal attraction and intimacy, the social effects and function of groups, anti-social behavior, and the methodology of social psychological research. Prerequisite: PSYC 201.

**PSYC 205 Psychology and Self-Management (3)** Principles of cognitive and behavioral methods of self-control for achieving personal objectives. The topics include studying, time-management, self-esteem, depression, giving up smoking and drugs, weight loss, etc. Self-modification projects in group settings in class. Prerequisite: PSYC 201.

**PSYC 312 Negotiation (3)** [Cross listed with MGMT 312.]

**PSYC 315 Industrial and Organizational Psychology (3)** The psychology of work. Topics include job attitudes and job satisfaction; motivation and motivating workers; training, evaluation, and leadership. The social psychology of group formation and group relations is also addressed. Prerequisites: PSYC 201 and PSYC 203.

**PSYC 331 Motivation and Learning Theory (3)** Topics include theories of learning, operant and classical and instrumental conditioning; ethology and biological constraints on learning. Prerequisite: PSYC 201.

**PSYC 335 Psychology of Eating Disorders (3)** Theory, research, diagnosis and treatment of eating disorders including obesity, anorexia, bulimia, nutrition, dieting, body image, exercise, etc. Prerequisite: PSYC 201.

**PSYC 337 Drugs, Behavior and Addiction (3)** An analysis of the etiology and consequences of addiction and drug dependence. The physiological, pharmacological, and behavioral effects of drugs are also addressed. Prerequisite: PSYC 201.

## RELIGION (RELG)

**RELG 201 Introduction to Islamic Studies (3)** An analysis of the structure and dynamics of the Islamic belief system, including law, traditions, culture and society. Original readings illustrating the classical Islamic paradigm are assigned. Contemporary issues of reform, renewal, modernization and fundamentalism as well as contemporary debates among Muslims are examined.

**RELG 301 Contemporary Islam and Islamic Movements (3)** An analysis of the social, economic, and political roots of contemporary Islamic movements and their political and social programs. Conflict and accommodation with secular movements and governments. The role of political Islam and militant Islamic movements in international affairs.

**RELG 303 Religious Traditions of East and South Asia (3)** Topics include the traditions, functions, belief systems, and social and political functions of religious traditions of East and South Asia including Buddhism and Hinduism. The historical and contemporary interaction of East and South Asian traditions with other religious traditions, including Islam and Christianity, are highlighted. Their response to European colonialism and imperialism and to modernization are also addressed.

**RELG 315 Comparative Religion (3)** Review and analysis of major religions of the world, varieties of Christianity, Islam, Judaism, Hinduism, and Buddhism. Comparative social organization of religion and religious practices. Currents in religious transformations; rise of fundamentalism in the late Twentieth Century; and the role of religion in social, political and economic life are included.

## SOCIOLOGY

(SEE ANTHROPOLOGY AND SOCIOLOGY)

## STATISTICS (STAT)

**STAT 201 Introduction to Statistics (3)** Topics include data classification, means, measures of central tendency and dispersion, frequency distributions, probability, sampling distributions, point and interval estimates, hypothesis testing, nonparametric techniques, simple regression, and correlation. Computer based statistical packages are utilized.

## TRANSLATION (TRAN)

**TRAN 101 Introduction to Translation (3)** The study of the translation process is examined through the analysis and translation of authentic texts of various types. Basic concepts of translation theory are introduced and elementary skills are developed.

**TRAN 201 Theoretical and Practical Issues in Translation (3)** The theoretical and practical issues associated with problems of translation in varied types of texts. Topics include the review of types of dictionaries, thesauruses, idiomatic expressions, and proverbs, synonyms and antonyms. Prerequisite: TRAN 101.

**TRAN 381 Practicum in Translation (3)** Practices in Arabic to English and English to Arabic translation are highlighted. Review and critique of translated texts are included. Prerequisites: TRAN 101 and TRAN 201.

# Faculty (AY 2004-2005)

**ABU AL-MAATI, Shereef**, Assistant Professor of Computer Science and Information Systems; B.Sc., 1984, Computer Science, American University, Washington, DC; M.Sc., 1987, Computer Science, Florida Institute of Technology, Florida; Ph.D., 1998, Computer Science, Florida Institute of Technology, Florida (2004)

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