

1984

University of Southern Maine Course Catalog Summer 1984

University of Southern Maine

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SUMMER SESSION



University of Southern Maine

University of Southern Maine

Summer Session 1984



1984 Summer Session Calendar

Session	Number of Weeks	Begins	Ends	Last day to add	Last day to drop	Last day to withdraw with a partial (25%) refund
1	7	May 14	June 29	May 16—MW classes May 17—TTh classes	May 11	June 1
2	4	May 14	June 8	May 15	May 11	June 1
3	4	June 18	July 13	June 19	June 15	July 6
4	7	July 2	August 17	July 9—MW classes July 5—TTh classes	June 29	July 20
5	6	June 25	August 3	June 27—MW classes June 28—TTh classes	June 22	July 13
6	4	July 23	August 17	July 25—MW classes July 26—TTh classes	July 20	August 10
7	***** VARIABLE DATES *****					

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Cover photograph by Nance Trueworthy

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The University of Southern Maine reserves the right to revise, amend, or change items in this catalog from time to time. Readers of this catalog should inquire as to whether any such revisions, amendments, or changes have been made since the date of publication. The University reserves the right to cancel course offerings, to set minimum and maximum size of classes, to change designated instructors in courses, and to make decisions affecting the academic standing of anyone participating in a course or program offered by the University of Southern Maine.

The University of Southern Maine does not discriminate on the basis of race, color, creed, sex, national origin, handicap, or age in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities, as specified by federal and state laws and regulations. The designated coordinator for University compliance with these laws is Kathleen H. Bouchard, Director of Equal Employment Opportunity/Affirmative Action.

University of Southern Maine

The University of Southern Maine (USM) is a coeducational, public university located in Portland and Gorham, Maine, with an enrollment of over 8,000 students during the regular academic year. The University is accredited by the New England Association of Schools and Colleges. During the summer, over 3,000 students attend classes and take advantage of the abundant recreational activities offered in southern Maine. Because the university is composed of two campuses, it provides the appeal of a small campus along with the diversity of a large university.

The University operates from 8:00 A.M. to 9:30 P.M., offering classes in

liberal arts, teacher preparation, nursing, business, and law. In addition the University has a Department of Conferences, which sponsors a number of programs to bring together people to share ideas and interests. During the summer the University will offer 250 credit and non-credit courses and a number of special institutes and programs: a Computer Science Institute, the Stonecoast Writers' Conference, an Elderhostel program, and a music camp for talented high school musicians. The Theatre Department will stage *Most Happy Fella* and a number of poetry readings and art exhibits are planned throughout the summer.

The Gorham campus offers modern dormitory accommodations at reasonable rates. Complete and modern gymnasiums on both campuses are headquarters for the University's popular Lifeline programs and are available to summer students.

There are a number of unique points of interest both on the Gorham campus, which is more than 100 years old, and on the newer Portland campus. At Gorham is the McLellan House, dating from 1773 and believed to be the oldest brick house in the state of Maine. The Art Gallery, built in 1878, was an early Gorham town hall, and is open afternoons and evenings during the summer. Cor-



thell Hall, built in 1878 and named for the first president, now houses the music department, the Registrar's office, and the offices of business and financial aid. The President's house was built in 1906 and is the home of the president, Robert Woodbury.

Among the many buildings on the Portland campus are the Alumni Center, the only remaining building of the Deering Estate, an eighteenth-century farm; the seven-story Center for Research and Advanced Study, which houses the University of Maine School of Law; and a modern science building, which houses the Southworth Planetarium, considered to be one of New England's finest.

The Intown Center at 68 High Street was the early site of Portland Children's Hospital, was later the first location of the University of Maine School of Law, and now provides a convenient location for classrooms in the downtown area.

Students are encouraged to take advantage of the University's ideal location. Lakes, mountains, and the Maine coast afford a variety of recreational opportunities during the summer. Two coastal state parks (Crescent Beach and Two Lights) are about a half-hour's drive from either campus. To the west, Sebago Lake State Park is about a 45-minute drive from the Gorham campus. For those who enjoy the mountains, New Hampshire's White Mountains are only an hour's drive from the Gorham campus. The entire area is dotted with golf courses, including the excellent Riverside Municipal Golf Course. For the more adventurous, there's horse racing at Scarborough Downs and stock car racing at several nearby tracks.

In addition to musicals on campus, music lovers can attend local concerts, some of which are free. Drama enthusiasts can attend plays and musical comedies in many summer theaters, such as the Ogunquit Playhouse, where world-famous stars take leading roles throughout the summer-long schedule.



Special Programs

University College Galway Summer Session in Irish Studies July 2 - July 30

Following a general introduction and orientation to University College two courses will be offered.

CAS 299-01 Irish Studies: Literature and Culture

An introduction to the literature, culture, music, and folklore of Gaelic Ireland. No previous knowledge of the Gaelic language is required. Prerequisite: ENG100 or equivalent. Cr 6.

CAS 299-02 Irish Studies: History and Politics

A study of modern Irish history from the plantation to the twentieth century, giving a perspective on social and political developments with reference both to the North and the South. Prerequisite: ENG100 or equivalent. Cr 6.

All costs, including plane fare, approximately \$1500.

For additional information contact Joseph Hearn at 780-4076.

Stonecoast Writers' Conference July 9-20

The Stonecoast Writers' Conference is for students and teachers who seek to improve their written work in the areas of poetry, fiction, and novels. The staff consists of generous, inspiring, and personable professional writers with distinguished experience in teaching and a remarkable record of writing achievement.

In order to place students in the most appropriate writing course, it is recommended that students send samples of their poetry or fiction and a brief description of educational background and interest with a stamped, self-addressed envelope to: Kenneth Rosen, director, Stonecoast Writers' Conference, English Department, USM, 96 Falmouth St., Portland, Maine 04103.

Children's Art Workshop June 25-July 27

This five-week course for children emphasizes planned studio experiences in a variety of two- and three-dimensional art media. One week will focus on drawing, two weeks will be devoted to projects exploring color, and two weeks will be devoted to explorations of form. Students will work with a variety of drawing and painting materials, yarn, fabric and dyes, and will construct and sculpt with clay, paper, wire, and wood. Professional artists will be invited and fieldtrips are planned. Materials will be provided. A final exhibition is planned. MTWThF 8:30-1:00 P.M. (includes class, lunch, and recreation). Cost: \$90.00 for children of USM students; \$140.00 for all others. Contact the Summer Session Office, 780-4076.

Women's Studies

The Women's Studies Program is an interdisciplinary academic program for undergraduates focusing on the study of women, women's experience and accomplishments, the new knowledge, theories, and research that derive from women's studies. The program, open to both women and men, may be particularly useful for those whose future careers will concern issues dealing with women or with families, whether in public service, private industry, academia, or community life. Students interested in this program may contact the coordinator for information on requirements. Coordinator: Joanne H. Clarey, Luther Bonney Hall, 780-4326.

Institutes for Educators

The Professional Development Center of the College of Education sponsors special summer programs for graduate credit and recertification credit. Call 780-5326 for information.

Mediation Institute (HRDX 682-51)

June 18-22

An intensive one-week institute designed for professionals in human service settings where family, community, or institutional conflict resolution skills are needed. This is an introductory course emphasizing basic concepts and strategies. It will include a practicum experience. Enrollment is limited. Graduate and recertification credits available. For further information, contact Dorothy Moore at 780-5371.



**Health Educators Institute
July 23-27**

The Professional Development Center will conduct an intensive one-week institute for classroom teachers, health educators, and nurses who want to develop health education materials and resources for their individual programs. Recertification credit available. For further information, contact Joyce Martin at 780-5326.

**USM Arts Education Institute
(EPD 503-51)
August 13-18**

The institute is designed to provide a variety of arts experiences and arts education strategies for elementary classroom teachers who wish to incorporate more arts in their educational programs. Graduate credit and recertification credit available. For further information, contact Jo-Anna Moore at 780-5468.

**Dance/Movement Education
Institute
August 20-23**

This course is designed to give elementary classroom and physical education teachers the skills and self-confidence needed to incorporate movement regularly into lesson planning as well as using it as an auxiliary tool in teaching academic concepts. The course format includes workshop activities augmented by lectures, films and observation of children. Recertification credit available. Contact Joyce Martin at 780-5326.

**Gerontology and Adult Education Summer Institute
(HRD 645-51)
June 25 - August 3**

This institute provides the adult educator and the helping professional interested in gerontology with an opportunity to increase knowledge and sharpen program development skills in educational gerontology. After examining demographic trends and considering the needs, interests, and capacities of the older person as an adult learner, attention is given to program development in schools, universities, health agencies, senior centers, housing sites, and other community educational settings. Attention is also given to educational strategies for improving services to older citizens through inter-professional seminars, community coalitions, and programs for families, neighbors, and friends of the elderly person. Educational responses to the needs of older workers is a third institute program area, focusing on work/career/life planning and new work roles in later years. The overall objective of the institute is to provide the participant with an intensive and up-to-date background in educational gerontology and create a forum for testing program development ideas. Individual participation plans may be designed around a variety of topics. Credit options: graduate, Continuing Education Unit (CEU), and certificate credit. For further information, contact Ann O'Neil or Will Callender at 780-5316.

**Southern Maine Writing Institute (EPD 520-51)
June 25 - July 13**

The Southern Maine Writing Project, a writing project affiliated with the National Project Network, will conduct an intensive three-week writing institute for classroom teachers and language arts specialists and is designed to develop materials and presentations for subsequent in-service workshops. Graduate credit and recertification credit available. For further information contact George Lyons at 780-5327.

**Hearing Impaired Children in Regular Classroom Settings
(EPD 518-51)
July 9-13**

This course, to be held on Mackworth Island, is sponsored by the Governor Baxter School for the Deaf in conjunction with the University of Southern Maine. It is specifically designed for parents and teachers of hearing impaired children, regular classroom teachers, speech/language therapists and resource room teachers. A faculty of nationally recognized experts in the field of the education of the hearing impaired will present current information and approaches in the areas of audiological management, language assessment and intervention, speech assessment and intervention, the use of interpreting services, and the adaptation and modification of materials. The format of the course includes lectures followed by small group working sessions to address practical applications. Contact Joe Fischgrund, 781-3165.

Summer Computer Institute for Educators

A series of computer courses designed to develop the skills of the classroom teacher. These courses include EDU 501, and CSED 549 01, 549 02, and 549 03. For information contact Richard Kratzer at 780-5363, or Joyce Martin at 780-5326.

**Brain and Education Institute
July 9-11**

The institute is designed to introduce recent research on the human brain that is relevant to understanding learning, motivation, attention, cognition, and development. The program will focus on the impact of brain research on education and how it might influence approaches to teaching and learning. Recertification credit available. For further information, contact Cherie Major Foster at 780-5300.

**Middle School Summer Institute (EPD 511-51)
July 16-20**

The institute provides an opportunity for educators from school systems to explore critical middle school/junior high school issues. The objective is to have participants develop a program during the course of the institute that can be implemented in the school. Graduate credit and recertification credit available. For further information, contact Cherie Major Foster at 780-5300.

**In Celebration of Children's Literature: 1984
July 18-20**

A three-day institute immersing the participants in the wonders of children's books. Drawing upon the talents of authors/illustrators, storytellers, university and master teachers, the institute will provide participants with the skills to use literature in exciting ways with students. Teachers, administrators, librarians, and parents are welcome. Recertification credit available. For further information, contact Joyce Martin at 780-5326.

Industrial Education and Technology Programs

The USM Department of Industrial Education and Technology, the Department of Educational and Cultural Services, and Bureau of Vocational Education and Division of Special Education will offer the following institutes. For information on any of these programs, contact Jim Wright at 780-5442.

**Institute on Functional Programming for Handicapped Students
June 25-29**

There will be speakers and study sessions on assessment, teaching methods, and program planning for secondary age handicapped learners. Three credits. Graduate credits through in-service.

**Pre-service Vocational Teachers Institute
August 6-17**

Pre-service training in educational organization, methods of instruction, and procedures for future vocational teachers. Three credits. Graduate credits through in-service.

**Marketing/Distributive Education Institute (EDIS 207-51)
July 9-11**

An annual three-day institute in which marketing/distributive educators exchange ideas related to secondary school programs and school store management. Recertification credit available.

**Cooperative Education Institute (EDIS 004-51)
TBA**

Review of the practices involved in administering local programs in cooperative education, training plans, state and federal regulations related to curriculum, student time on the job, and safety-related instruction techniques, public relations, and other related topics. Recertification credit available.

**Work-Learn Program
June 25-August 24**

This is a summer work-intern program in which a vocational teacher arranges with an employer in the occupation which he/she teaches to work a specified number of weeks. The place of employment is approved by the University coordinator. The teacher has a set of goals reviewed and approved by the University coordinator, which are negotiated with the employer prior to the internship. Recertification credit available.

**Trade and Industry Summer Institute
TBA**

A series of technical seminars from which trade and industrial teachers at all levels can choose. Designed to update knowledge of new technologies. Applicable to school settings. Recertification credit available.

**Food Service Program
TBA**

An opportunity for teachers in secondary culinary/food service programs to become acquainted with the trends in a growing occupational area. State and federal regulations and policies will be reviewed through a series of related seminars. Recertification credit available.

Health Occupations Institute

This is an annual institute to consider strategies for introducing and maintaining proper procedures and practices in related health fields. The institute seminars are designed for both secondary and post-secondary teachers. Recertification credit available.

Microcomputer Technology—Applications in Industrial Education

June 25 - June 29

Uses of the microcomputer in the shop and classroom as both an instructional and management tool, application of computers in business and industry, and an introduction to computer programming in BASIC. Recertification credit available.

Foreign Study Programs

British Educational and Cultural Experience

July 7-28

King Alfred's College in beautiful Winchester, 65 miles southwest of London, is the site of this program for teachers and administrators. Visits to schools, college-based seminars on the educational system, individualized programs, visits to castles, cathedrals, Stratford-on-Avon theatre, and free time for individual interests are included. All costs including plane fare and six graduate credits, approximately \$1500. Based on 15 participants. Contact: Bruce Allen at 780-5371.

History of the Industrial Revolution

July 22 - August 11

A six-credit, three-week course on the history of the Industrial Revolution and British culture in cooperation with King Alfred's College in Winchester, England. The course is oriented primarily to teachers of industrial education, social studies, and history, and upper-level students in those areas. Credit will be granted by King Alfred's and arrangements will be made to transfer it to the University of Southern Maine at either the graduate or undergraduate level. Contact: John Zaner at 780-5439.



Accommodations

Living accommodations for the summer session are available on the Gorham campus between June 17 and August 17. Rooms may be rented on a nightly basis or for the duration of a summer course. Those who wish a room for just one or a few nights should make their reservations before 1:00 P.M. of the day they wish to stay. Students who wish a room for more than just a few nights should submit the Housing Reservation Request directly to the Residence Life Office to be certain of accommodations.

Housing rates are provided in the table at right. Residence hall furnishings include a bed, desk, study chair, closets, chest of drawers, and overhead lights.

Pets are not allowed in the residence halls. Health and fire safety regulations prohibit cooking or preparation of meals in residence hall rooms. Meals are available in both the Dining Center and in the Gorham Snack Bar in the Student Center.

The University offers a number of dining options on both the Gorham and Portland campuses.

1. The Portland Cafeteria in the basement of Payson Smith Hall is open Monday through Friday, 7:30 A.M. to 1:30 P.M. and offers luncheon specials, grilled items, and an à la carte menu.

2. The Gorham Snack Bar in the lower level of the Student Center is open Monday through Friday and offers an à la carte menu and specials. In addition, the Gorham Campus Pub will be open each day from 5 P.M. to 7 P.M. for light snacks.

3. The Gorham Dining Center offers a number of prepaid meal programs. Individual meals may also be purchased at the rates of \$2.25 for breakfast, \$3.55 for lunch, and \$5.25 for dinner. All of these programs offer unlimited seconds and a choice of three entrées (including one vegetarian meal) at both lunch and dinner. Outdoor barbecues and special meals are offered throughout the summer for those participating in the Dining Center meal programs. Breakfast is served from 7:30 A.M. to 8:30 A.M.; lunch 11:30 A.M. to 1:00 P.M.; dinner from 5:00 P.M. to 6:30 P.M.

Payments for both room and meal plan will be made at the time of check-in. For additional information, contact the Residence Life Office, 100 Upton Hall, Gorham, Me. 04038, or call 780-5240.

Housing Rates

Single Room

No Linen

\$7.75

Limited Linen*

\$10.00

Full Linen**

\$11.50

\$10.50/3 nights or less

Double Room

No Linen

\$5.25

Limited Linen*

\$7.50

Full Linen**

\$9.00

\$8.00/3 nights or less

*Linen left in room, beds not made. Linen includes 2 sheets, 1 pillow case, 1 face cloth, 3 towels, wastebasket, cup, soap.

**Beds made upon arrival; face cloth, 3 towels, wastebasket; cup; soap. Towels changed daily; linens changed after 3 nights. Beds will not be made each day.

Summer Session Housing Reservation Request

(Please print or type all information)

Mr.

Name: Ms. _____

Last

First

Middle

Address: _____

No. and Street

City

State/Zip Code

Birthdate: _____

Social Security Number: _____

Occupation: _____

List any medical considerations that might affect room assignment: _____

Please fill in the exact dates you would like to occupy a room. **Do not send payment for a room.** You will be charged upon arrival.

Dates Requested for Housing: _____

(Students should bring their own linen, pillows, blankets, and towels, unless selecting limited or full linen option.)

Send Reservation Request Directly to: Summer Housing Reservations, Office of Residence Life, 100 Upton Hall, University of Southern Maine, Gorham, Me. 04038.

Tuition Information

Undergraduate: \$50.30 per credit hour
Graduate: \$57.90 per credit hour

Payment Payment of tuition and/or fees in full is required at the time of registration. Checks should be made payable to the University of Maine (foreign students should send payment in U.S. currency). Other payment plans available include MasterCard and Visa. Contact the University of Southern Maine Business Office for details.

When paying institutional charges by check, a \$5.00 penalty is imposed if the check is returned because of an irregularity for which the person submitting the check is responsible.

All money—tuition, course fees, and housing—must be paid at the Business Office on either campus.

Payment by Employer Or Agency A student whose employer or federal and/or state agency has agreed to pay directly to the University, part or all of the student's tuition or text cost, should furnish the USM Business Office with a purchase order or a letter in duplicate covering the costs to be underwritten by the employer

or agency. In the case of military personnel, an approved request for tuition assistance must be furnished.

Tuition Waiver for Senior Citizens The Board of Trustees of the University of Maine has authorized a waiver of tuition for people over age 65 who wish to register for undergraduate courses at any campus of the University of Maine. Permission to enroll will be granted on an individual basis if there is space available in the course.

People age 65 or over who wish permission for a waiver of tuition should contact the Registrar's Office for credit courses or the Division of Public Service for non-credit courses. Senior citizens must state their status at the time of registration. All requests for credit courses will be processed during the working days immediately preceding the start of the session in which the desired courses are offered.

Tuition Refund Policy To ensure uniformity and fairness to all, the following refund policy has been established regarding tuition and room and board.

A total refund may be granted only when the application for refund is made before the start of a given session. In those cases when the withdrawal is made after a course begins, the following refund rates will apply.

University fees are not refundable.

Refund Percentage

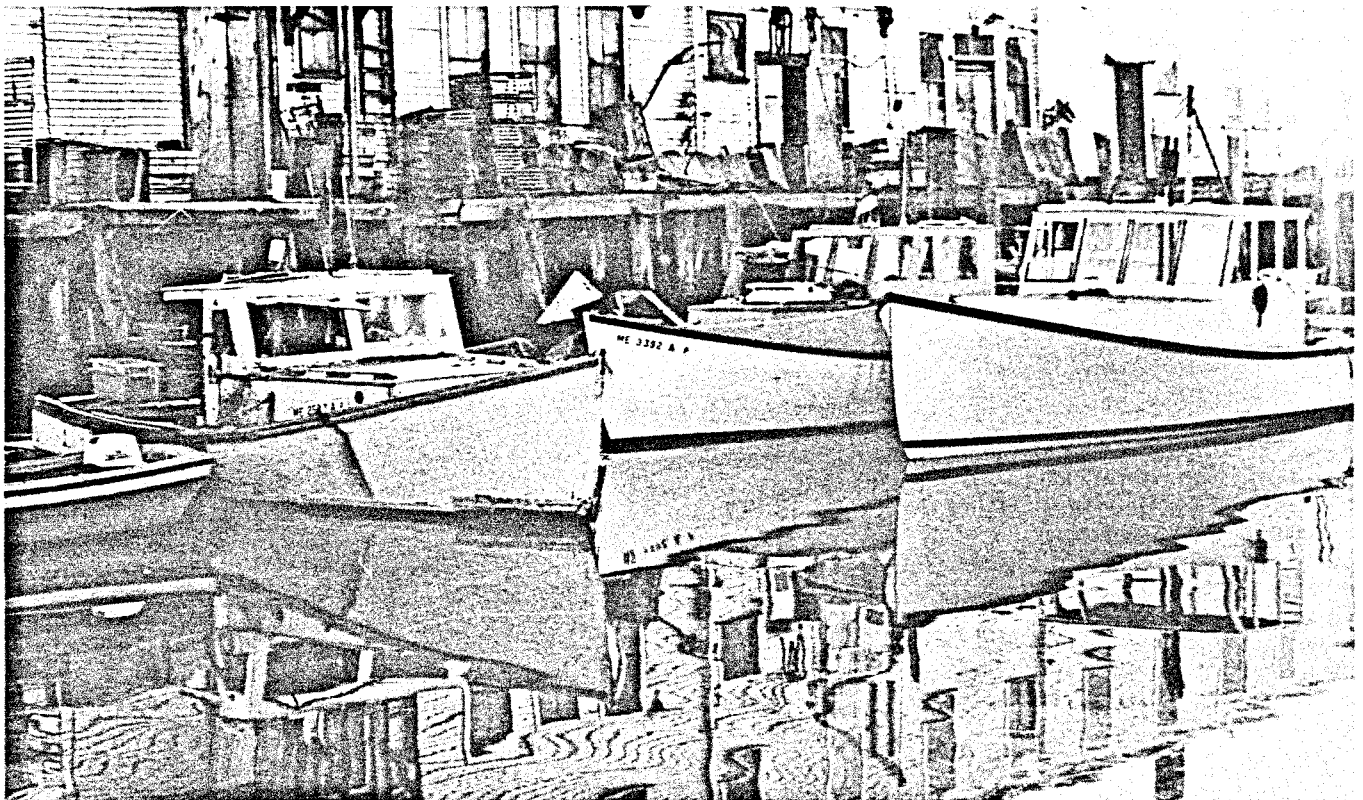
1st week 75%

2nd week 50%

3rd week 25%

No refunds granted after third week of class

Adjustment of Tuition and Fees The financial requirements of the University, changing costs, state and legislative action, and other matters may require an adjustment of charges and expenses. The University reserves the right to make such adjustments to the estimated charges and expenses as may, from time to time, be necessary in the opinion of the Board of Trustees up to the date of final registration. The applicant acknowledges this reservation by the submission of any application for admission or by registration.



Registration Information

Anyone may take courses in the summer, even though they have not been accepted into a degree program. Before registering, students should read carefully the course prerequisites in the course description.

Degree candidates are applicants who satisfy admissions standards of the University. Undergraduate students, who wish degree status must apply to the Director of Admissions, University of Southern Maine. By definition, degree candidates are those who have been accepted by the Committee on Admissions.

Advising Advising is available through the Advising and Information Department (AID). The AID staff provides academic advising and counseling services for students who are undecided as to their majors, degree candidates who are admitted on a conditional basis, and non-degree students.

The department provides academic advising to help students make decisions regarding the schools/colleges they may enter, the curriculum or major they plan to pursue, and the selection of appropriate courses for which they may register. The academic counseling staff also assists students with the development of their academic and vocational interests. Academic background, previous job training, work and leisure activities, and other experiences can be discussed and integrated for the purpose of establishing a future direction.

AID also serves as a central information bank for the University community and the general public. The department's task is to collect and disseminate academic information, as well as provide general University information. The department operates information booths in the lobby of Payson Smith Hall on the Portland campus and in the lobby of Corthell Hall on the Gorham campus.

Veterans' services offices are part of the department, and advice and certification regarding V.A. benefits, information on work/study, and tutorial assistance are available. Counseling, outreach services, recruitment and special education services are also available in AID.

Late Registration Students in attendance at the first and/or second class meeting must complete registration forms not later than the second class meeting or a late fee of \$25.00 will be charged. A late fee is also assessed when a student fails to satisfy his or her financial obligation with the Business Office when due.

Course Cancellation *The University reserves the right to cancel courses in the case of low enrollment.*

Automobile Registration Students are required to register their vehicles with the Department of Police and Safety upon arrival on campus.

Registration Changes Students may not add a new course after the second class has met. Changes to or from pass/fail, audit, and repeat must be done at the Registrar's Office before the second class meeting. To add or drop a course or make other changes after registration is completed, the student must complete the proper forms at the Registrar's Office on the Portland campus.

Registration for pass/fail, audit, and repeat courses must be declared by the student at the time of registration.

Audit Registration Students may register for courses on a non-credit basis. With a non-credit registration, the student may participate in classwork, but is not required to take examinations. A non-credit registrant should know, however, that state Departments of Education do not accept for certification or other purposes any courses taken on a non-credit basis. An audit registrant is required to pay the regular tuition.

Multiple Campus Registration Students who wish to register for courses at other University of Maine campuses in addition to courses at USM should contact the Registrar's Office to complete the proper forms before registering with the Advising and Information Department.

Variable Credits Students wishing to register for variable credit courses must complete a Variable Credit Approval Form in the Registrar's Office, obtain proper approval, and specify the credit hours for which they will register.





Degree Applications Students who expect to complete either associate or baccalaureate degree requirements this summer should submit an Application for Degree card. Such cards are available in the Registrar's Office.

Certificate for Teachers Certificates for teaching in Maine are issued upon completion of the necessary requirements in elementary, secondary education, or special fields by the State Department of Education in Augusta. You must contact the department prior to registration to determine the appropriate selection of courses fulfilling such needs. It is important that each registrant know the grade and level of his or her grade certificate.

Grades and Transcripts Grade reports will be mailed to students at their home address by the Registrar approximately two weeks after the end of the session. These grade reports represent the only notification to students of their performance in given courses.

Students who desire official documentation of work completed during a summer session must complete a

Transcript Request form at the Registrar's Office. Transcripts will be updated with summer session work during the second week of September. Formal requests for transcripts needed before this date will be handled on an individual basis. The fee for a transcript to be used outside the University of Maine system is \$2.00 for a single copy, plus \$1.00 for additional copies ordered at the same time. There is no charge for transcripts sent within the University system.

Independent Study All courses entitled Independent Study require the use of a special advance approval form, available upon request from the Registrar's Office. This form must be completed in advance of registration.

Failure to Withdraw Penalty Failure to submit notice of withdrawal may result in a failing grade. Discussion with faculty members is not proper notification of change. In the case of a student withdrawal after completion of one-third of the course, the student will receive a grade designation to be determined by the instructor.

Undergraduate Registration

Undergraduate Registration (walk-in)

All students taking undergraduate courses may register in person at the Advising and Information Department in Payson Smith Hall on the Portland campus. This registration may be made through the second class meeting.

Undergraduate Registration (phone-in, using VISA or MasterCard only)

Students may register by telephone for **undergraduate courses only** by calling the Advising and Information Department at: 800-492-0748 (within Maine). Please have your card number ready.

Mail-in registration for undergraduate courses is not permitted.

Graduate Registration

Students holding a baccalaureate degree may register for graduate courses (courses with a number of 500 or higher) even though they have not been accepted into a degree program, providing there is space in the course. Matriculated graduate students are given first preference for enrollment in graduate courses.

To be admitted to a graduate program, an applicant must have received a baccalaureate degree from an accredited college or university and must show promise of ability to pursue advanced study and research. All applicants, except those for the M.B.A. program, are required to provide the results of their performance on either the Graduate Record Examination or Miller Analogies Test. Applicants for the M.B.A. program should present scores from the Graduate Management Admission Test in lieu of GRE scores or MAT scores.

An application is not considered complete until all the required transcripts, appropriate test scores, and letters of recommendation are on file. All material sent in support of an application for admission becomes the property of USM and will not be returned to the student.

Application for admission to a program of graduate study should be made to:

Director of Graduate Education,
408 Bailey Hall, Gorham, Me. 04038
Dean's Office, School of Business,
Economics, and Management, Luther
Bonney Hall, Portland, Me. 04103

Dean's Office, College of Arts and
Sciences, 117 Bailey Hall, Gorham,
Me. 04038

Graduate Registration (walk-in)

Walk-in registrations will be processed from April 2 through the Friday preceding the beginning of each session. The procedures are as follows:

1. Complete registration form and secure the signature of your dean, director, or advisor.
2. Submit completed form to the appropriate dean or director's office.
3. Submit payment to Business Office, Corthell Hall, Gorham.

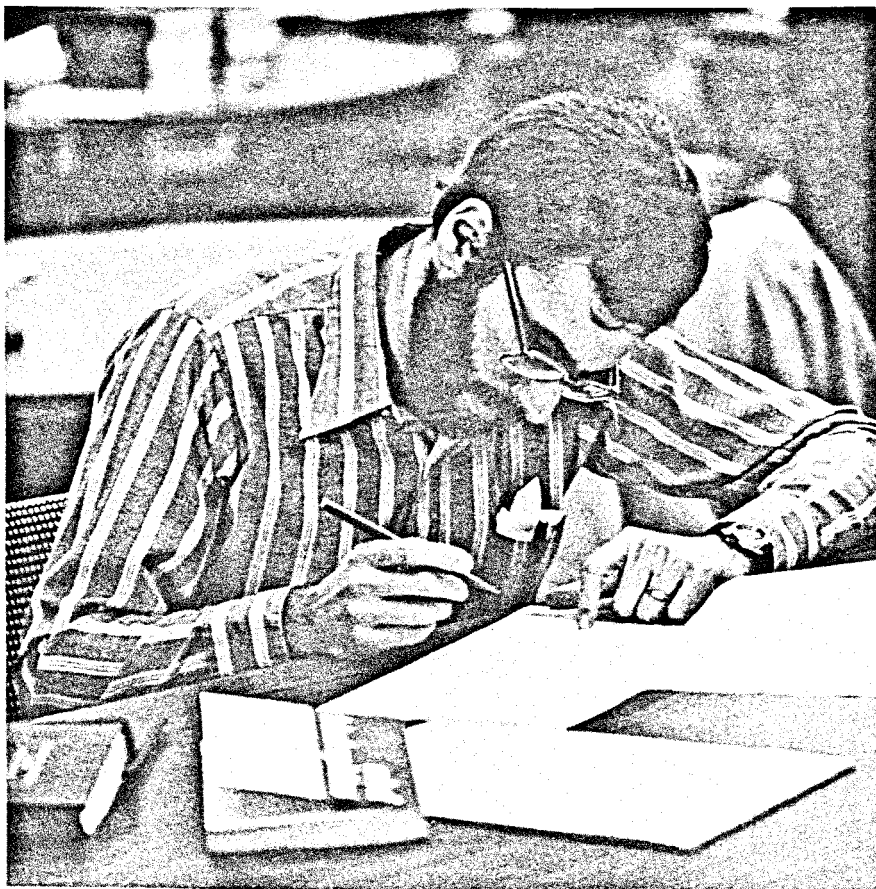
Graduate Registration (mail-in)

Mail-in registrations will be processed April 2 through the Friday preceding the beginning of each session. The procedures are as follows:

1. Complete registration form.
2. Mail completed form along with proper payment to the appropriate dean or director's office.

An incomplete registration form or form received with partial payment will be returned to the student. Mail-in registrations must be received by the Friday preceding the beginning of each session.

Students who elect to register for a course after the Friday before the session begins must attend the first and/or second class meeting; complete registration forms no later than the second class meeting, or pay a late fee of \$25.



Date _____

--	--	--	--	--	--

Name _____
Last First Middle

--	--	--	--	--	--	--	--	--

Home Address _____
 _____ Street _____ City _____ State _____ ZIP _____ Telephone _____

Bus. or Local _____
Address _____
Organization or Street City State ZIP Telephone

Home Address: ☐ Same ☐ Different Local Address: ☐ Same ☐ Different

Course			Course Title	Campus Loc.	Starting Date	Cr. Hrs.
Dept.	No.	Sec.				
				Total Cr.		

☐ Male ☐ Female

Birthdate _____

☐ American Oriental (O) ☐ Spanish Surnamed American (S) ☐ American Black (B)

Degrees earned: ☐ Associate ☐ Baccalaureate ☐ Master's ☐ Doctorate

Newly admitted candidate? Y N MULTI Y N

School

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Major

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 Level

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The Family Rights and Privacy Act of 1974 (The Buckley Amendment) intends to protect the privacy of students with regard to access to and release of their records and personal data maintained by the University. Full details of the Act may be obtained from the Registrar's Office on either campus. The University of Southern Maine will maintain the student's name, class, major, home, and local address in a directory for release unless the student completes a Public Directory Exclusion form in the Registrar's Office. However, the student must be aware that the Registrar will suppress this information from all inquiries, including those from family, prospective employers, and friends. Only those University personnel with an educational need to know and others outlined in the Family Rights and Privacy Act will be permitted access to the information. The only exception to this would be an emergency situation.

Resources

Summer Hours

All offices are open from 8:00 A.M. to 4:30 P.M., Monday through Friday. Some offices will be open extended hours at certain times during the summer. Please call the individual offices to check for particular hours.

The Summer Session Offices are located at 228 Deering Avenue on the Portland campus, 780-4076 and in Woodward Hall on the Gorham campus, 780-5264.

The Business Offices are located on the Portland campus in Payson Smith Hall, 780-4026 and in Corthell Hall on the Gorham campus, 780-5200.

The Advising and Information Department is located in Payson Smith Hall on the Portland campus, 780-4040 or 1-800-492-0748 (in Maine only).

The Registrar's Offices are located in Payson Smith Hall on the Portland campus, 780-4056 and in Corthell Hall on the Gorham campus, 780-5230.

Library

Portland and Gorham Campuses
May 14 - August 17
Monday-Thursday: 8:00 A.M.-8:00 P.M.
Friday: 8:00 A.M.-4:30 P.M.
Saturday: 8:00 A.M.-12:00 noon
Closed: May 26 through May 28;
July 4; all Sundays.

Both the Portland and Gorham libraries contain general information on most subject areas; however, specialized materials in business and nursing are concentrated in Portland, while education and fine arts holdings are located in Gorham. Reference librarians are available on both campuses to assist users.

Bookstore

Portland and Gorham campuses
May 16-August 19, Monday through Friday, 8:30 a.m.-4:00 p.m.
Extended hours, Portland and Gorham: May 14-15, 8:30 a.m.-7:30 p.m.
Extended hours, Portland: July 2-3, 8:30 a.m.-7:30 p.m.
Closed: May 28, June 11-15, July 4

We will mail textbooks to any student who is unable to obtain textbooks within our regular business hours. There is a small handling charge for this service. Please call the Bookstore (780-4070, Portland or 780-5476, Gorham) to obtain the correct price, tax, and shipping fee, so that you may mail a check before USM Bookstores will ship the textbooks.

Please note: Textbooks for a Gorham campus course are located only in the Gorham Bookcellar, and the Portland course books are only in the bookstore on that campus.

Books purchased at the University Bookstores may be returned (if the course is dropped) within 10 days from the date of purchase, and must be accompanied by the register receipt. Books must not be written in.

Health Services

Limited health services are available during the summer months. The Gorham office is located on the first floor of Upton Hall and the Portland office is on the first floor of the gymnasium. A nurse practitioner or registered nurse is available from 8:00 A.M.-4:00 P.M. Monday through Friday. There is no physician coverage. A fee for services is charged. For further information call Gorham, 780-5411 or Portland, 780-4211. If no answer, contact the campus operator, 780-4141.

Day Care Center

Monday through Friday,
7:30 A.M. to 5:00 P.M.

The Day Care Center provides time for free play activities, structured teacher-directed group activities, and time for children, ages two-and-one-half to five years, to spend with a group of friends or by themselves. Morning snack, lunch, and afternoon snack are provided, and a nap period is part of the children's day.

For further information and fees, contact the Center: Hall School, 23 Orono Rd., Portland, Maine. Or call 773-0881.



Course Offerings

Each course description contains the following information: the section number; the session number; days of the week and times the class meets; the building and room number; the campus; and the instructor's name.

The building abbreviations are PAYS=Payson Smith Hall; BAIL=Bailey Hall; LB=Luther Bonney Hall; RA=Robie/Andrews Basement; ACAD=Academy Building; SCI=Science Building; GYMP=Portland Gymnasium; IEDC=Industrial Education Center; CORT=Corthell Hall; GYM=G=Hill Gymnasium; RUSS=Russell Hall; LAW=Law School Building.

The campuses are P=Portland campus; G=Gorham campus.

The course numbering of the University is as follows:

001-009	No degree credit
010-099	Associate degree program
100-199	Introductory level
200-399	Intermediate level
400-499	Senior level, others by permission
500-599	Graduate level
600-699	Professional graduate level, as in the School of Law

Seven-Week Sessions

May 14 - June 29 (Session 1)

July 2 - August 17 (Session 4)

Four-Week Sessions

May 14 - June 8 (Session 2)

June 18 - July 13 (Session 3)

July 23 - August 17 (Session 6)

Six-Week Session

June 25 - August 3 (Session 5)

College of Arts and Sciences

Art

ART 101 Introduction to Art

Selected experiences using original works, lecture, panel discussion, slides, films, and other means to confront the student with the significance of the visual arts in human history. The aim of the course is to involve students in direct experiences affecting their own perception of visual form. Cr 3.

Section 01: S4; MW 4:00-6:40 p.m.; LUTH403; P; Sawyer, J.

ARTE 428 Independent Study in Art Education

An opportunity for the student who has demonstrated competence in a specific area of study to work independently, with scheduled tutoring from a faculty member of the student's choice. Prerequisite: Permission of instructor and Art Department chair. Cr 1 to 6.

Section 01: S4; G; Moore, J.

ARTH 111 History of Art I

Examination and discussion of the early epochs of art from prehistoric cultures through the Renaissance. Special attention is directed to the relationships of historical and theoretical knowledge to creative expression. Divergent viewpoints of the art historian, the critic, and the artist are explored. The first half of an overview of the visual arts emphasizing the interrelationships of cultural values and the forms of art. Prerequisite: preference given candidates for matriculation in the Department of Art, or those with permission of the instructor. Cr 3.

Section 01: S2; MTW 8:15-11:30 a.m.; LUTH403; P; Schiferl, E.

ARTH 112 History of Art II

A continuation of ARTH 111 from the Renaissance through the 20th Century. In both semesters of the course, examples of architecture and sculpture, paintings, etc. are used as the basis of inquiry.

Prerequisite: preference given candidates for matriculation in the Department of Art, or those with permission of the instructor. Cr 3.

Section 01: S6; MTW 8:15-11:30 a.m.; LUTH403; P; Sawyer, J.

ARTS 141 Fundamental Design I

A studio introduction to the basic elements of two-dimensional and color relationships. Cr 3.

Section 01: S2; One hour lunch; MTW 8:15 a.m.-3:45 p.m.; LUTH424; P; Moore, M.

ARTS 142 Fundamental Design II

A studio introduction to the basic elements of three-dimensional relationships, and "the aggregate," an extended project interrelating the two- and three-dimensional. Prerequisite: ARTS 141. Cr 3.

Section 01: S4; One hour lunch; MTW 8:15 a.m.-3:45 p.m.; LUTH424; P; Moberg, L.

ARTS 151 Fundamental Drawing I

A studio introduction to drawing, including the basic elements of line, tone, design, and representation. Cr 3.

Section 01: S2; One hour lunch; MTW 8:15 a.m.-3:45 p.m.; LUTH425; P; Moore, J.

ARTS 152 Fundamental Drawing II

A continued introduction to drawing, using the basic graphic elements studied in Drawing I. Cr 3.

Section 01: S4; One hour lunch; MTW 8:15 a.m.-3:45 p.m.; LUTH425; P; Jahn, E.

ARTS 231 Ceramics

An introduction to methods and processes of clay forming, including modeling, pressing, handbuilding, and the potter's wheel. Emphasis on form and texture, with aspects of glaze composition and firing procedures. Prerequisite: art core courses. Cr3.

Section 01: S2; One hour lunch; MTW 8:15 a.m.-3:45 p.m.; RA20; G; Franklin, P.

ARTS 261 Painting

An introduction to basic aspects of the painting process as related to visual perception and technique. Prerequisite: art core courses. Cr3.

Section 01: S3; One hour lunch; MTW 8:15 a.m.-3:45 p.m.; ACAD202; G; Bowman, B.

ARTS 271 Photography

Photography as a creative medium. Introduction to basic skills in the use of the camera and darkroom equipment. Investigation and practice in the fundamental techniques and processes of black and white photography as an art form. Prerequisite: art core courses. Cr3.

Section 01: S6; One hour lunch; MTW 8:15 a.m.-3:45 p.m.; RA5; G; Dewaters, J.

ARTS 412 Topics in Studio Art Filmmaking

This course is an introduction to film animation; specifically, paper cut-out and clay animation. Students will make super-eight millimeter films and work in all stages of film animation production. Cr3.

Section 01: S3; Film Making; One hour lunch; MTW 8:15 a.m.-3:45 p.m.; RA13; G; Coleman, H.

Biology

BIO 101 Biological Principles

An introduction to the structure and function of animal and plant systems in terms of cells, molecules, energy, and heredity. Offered fall and spring semesters. Cr3.

Section 01: S1; MW 4:00-6:40 p.m.; BAIL10; G; Riciputi, R.

BIO 281 Microbiology and Human Disease

Fundamentals of microbiology with emphasis on infectious diseases of people, including bacteria, rickettsia, fungi, viruses, protozoa and helminths. Prerequisites: grade of C or higher in BIO 101, and college chemistry. Cr3.

Section 01: S5; MW 8:15-11:30 a.m.; SCI208; P; Najarian, H.

BIO 282 Microbiology and Human Disease Laboratory

Laboratory techniques in the cultivation, identification and control of microorganisms. Prerequisites: BIO 281 or concurrently. Cr2.

Section L1: S5; TTH 8:15 a.m.-12:30 p.m.; SCI405; P; Najarian, H.

BIO 491 Biochemistry

A lecture course in which the biological strategies for synthesis, energy utilization, information transfer, and control systems are examined at the molecular level. Prerequisites: CHEM 253 or permission of instructor. Cr3.

Section 01: S5; MW 8:15-11:30 a.m.; SCI165; P; Holmes, P.

Chemistry

CHEM 100 Foundations for College Chemistry

A course designed to help students who are inadequately prepared to complete successfully the CHEM 113-116 (Chemical Principles) sequence, either on the basis of their own perceptions or of their scores on two chemistry placement tests. The course will review basic chemical principles commonly presented in high school chemistry and emphasize solving mathematical problems commonly done in freshman college-level chemistry. No prerequisite. Cr2.

Section 01: S5; MW 8:15-11:30 a.m.; SCI362; P; Whitten, M.

CHEM 101 Introduction to Chemistry

General topics in chemistry including introductory units on matter and its properties; measurements; elements and compounds; atomic structure; solutions, dispersions, and water; osmotic pressure; chemical bonds; chemical nomenclature; stoichiometry; radiochemistry; gases; acids, bases and buffers; and energy relationships in chemical processes. Prerequisite: One year of high school chemistry (taken during the past five years) or a satisfactory grade level on the proficiency test administered by the Department. Not appropriate for chemistry or biology majors. Cr3.

Section 01: S7; This course is given May 14-June 18; MTWTH 8:30-10:30 a.m.; SCI362; P; Matson, R.

CHEM 102 Introduction to Laboratory Measurement

Experiments will be designed to teach students how to perform accurate and reliable measurements using the major parameters of mass and volume. Topics to be covered include: physical and chemical changes; separation of a mixture; analysis of an ionic solution; properties of water; gases; acids; bases and buffers; titration. Corequisite: CHEM 101. Not appropriate for chemistry or biology majors. Cr 1. *Section 01: S7; This course is given May 14-June 18; MTW 1:00-4:00 p.m.; PAYS305; P; Matson, R.*

CHEM 103 Introduction to Organic and Biochemistry

Stress will be placed upon topics of special importance for students of the health sciences: nomenclature of organic compounds; electron distribution in organic molecules; structural features of organic molecules; substitution, elimination, and addition reactions; oxidation reduction reactions; carbohydrates; lipids; proteins and amino acids; enzymes; nucleic acids; metabolism; summary of some aspects of nutrition; pharmaceuticals; medical applications of radiochemistry. Prerequisite: Grade of C or better in CHEM 101. Not appropriate for chemistry or biology majors. Cr 3. *Section 01: S7; This course is given July 2-August 6; MTWTH 8:30-10:30 a.m.; PAYS306; P; Matson, R.*

CHEM 104 Introductory Organic and Biochemistry Laboratory

Students will perform experiments to illustrate aspects of organic chemistry of importance to living sys-

tems, as well as elementary principles of biochemistry. Topics include separation and identification of organic compounds; qualitative reactions of lipids, proteins, and nucleic acids; introduction to enzyme chemistry. Corequisite: CHEM 103. Not appropriate for chemistry or biology majors. Cr 1.

Section 01: S7; This course is given July 2-August 6; MTW 1:00-4:00 p.m.; PAYS305; P; Matson, R.

CHEM 113 Principles of Chemistry I

A presentation of fundamental principles of chemical science. These principles will be presented in quantitative terms and illustrated by examples of their applications in laboratories and in ordinary non-laboratory experience. This course and CHEM 114 (normally taken concurrently) provide the basis for further study of chemistry for all students except those in health sciences. Cr 3.

Section 01: S7; This course is given July 2-August 10 in the evening; MW 6:00-8:15 a.m.; SCI208; TTH 6:00-7:00 p.m.; P; Stebbins, R.

CHEM 114 Laboratory Techniques I

Laboratory experiments to illustrate the principles which are presented in CHEM 113 lectures. One recitation and two laboratory hours per week. Corequisite: CHEM 113. Fall semester. Cr 2.

Section 01: S7; This course is given July 2-August 10; TTH 7:15-10:00 p.m.; PAYS305; P; Stebbins, R.

CHEM 490 Independent Study

Cr 2.5.

Section 01: S7; Time and place to be arranged; P; Matson, R.

CHEM 499 Independent Study

Cr 1-15.

Section 01: S7; Time and place to be arranged; P; Matson, R.

Communication

COM 102 Introduction to Communication

This course is designed to provide students with a conceptual framework of the basic elements of human communication. Students will examine different levels of communication analysis, learn to chart and analyze communication behavior, and discuss the effects of communication on themselves and others. Topics discussed will include communication theory, self-concept, interpersonal communication, nonverbal behavior, small group interaction and mass communication. Students will be encouraged to adapt communication principles to their various fields of endeavor. Cr 3.

Section 01: S5; TTH 8:15-11:30 a.m.; PAYS204; P; Hanisko, S.

COM 150 Business Communication

A lecture-discussion course in business communication, emphasizing industrial, managerial, and labor communication. Investigation of theory, models, nets, barriers to communication, and other topics, including basic methods and techniques of internal business communication. Cr 3.

Section 01: S1; MW 4:00-6:40 p.m.; LUTH402; P; Rice, T.

COM 190 Media and Children

This course will examine media designed for the child audience. The class will view the wide spectrum of children's media, and critically examine them in terms of their potential prosocial and antisocial effects. The readings and discussions will cover various theories and research models that address themselves to the impact of media on the young audience. Cr 3.

Section 01: S1; MW 7:00-9:40 p.m.; LUTH402; P; Henderson, L.

COM 290 Small Group Communication

A discussion-participation course designed to familiarize students with the theories and techniques of small-group communication. Students will examine role behavior, group norms, conflict, group development, problem solving, communication flow, and other variables relevant to actual small-group interactions. Cr 3.

Section 01: S2; MTW 8:15-11:30 a.m.; BAIL206; G; Kivatsky, R.

COM 430 Communication Internship

An in-depth study of experiences in specific areas of communication which is conducted in the field. Students will focus their efforts in an area related to their choice of communication expertise (i.e. organizational communication, mass communication, intercultural communication). Prerequisite: a precise definition of the project, and director's consent. Cr var.

Section 01: S7; Time and place to be arranged; G; Kivatsky, R.

English

ENG 100 College Writing

Classes meet regularly to analyze professional and student writing as a way of sharpening awareness of how to use language effectively. The writing assignments encourage students to apply the principles discussed in class to their own work. To complete the course successfully, the student must pass a departmental exit examination. Passing the departmental examination does not, however, guarantee that the student will pass the course. Each instructor has his or her own standards. Students may not take both ENG 100 and 101 for credit. This course cannot be used to satisfy a humanities requirement. Prerequisite: writing proficiency. Cr 3.

Section 01: S1; MW 4:00-6:40 p.m.; LUTH502; P; Slavick, W. Section 02: S5; MW 8:15-11:30 a.m.; LUTH509; P; Selkin, M.

ENG 120 Introduction to Literature

A general introduction to the various literary genres -- poetry, the short story, drama -- which will include a study of critical terminology, close textual reading, and practice in writing. Prerequisite: ENG 100 or 101 or waiver. Cr 3. Section 01: S1; TTH 4:00-6:40 p.m.; LUTH509; P; Slavick, W. Section 02: S5; MW 12:30-3:45 p.m.; LUTH509; P; Selkin, M.

ENG 161 Fiction

An intensive course in the close reading of many kinds of fiction, with an emphasis on the tradition of psychological realism. The different styles and approaches to narrative that characterize writing by men and women in different eras, and the qualities that give superior writing its position of esteem in our culture, will be studied. Cr 3.

Section 01: S2; MTW 8:15-11:30 a.m.; LUTH502; P; Burke, L.

ENG 209 Business and Report Writing

Primarily for juniors and seniors majoring in business administration. Training in clear and effective writing of formal reports, business communications, and related materials. Cr 3.

Section 01: S1; MW 7:00-9:40 p.m.; LUTH523; P; Jaques, J.

ENG 210 Newswriting

This course includes news and feature writing with intensive practice in journalistic-writing techniques, accuracy, judgment, and style. Prerequisite: ENG 100/101. Cr 3.

Section 01: S3; MTW 8:15-11:30 a.m.; LUTH502; P; Kemp, R.

ENG 261 Shakespeare

This course will include a section on the dramatic fairy tales or romances that Shakespeare wrote at the end of his career (*The Winter's Tale*; *The Tempest*). Beyond that the course will include the following major plays: *Romeo and Juliet*, *A Midsummer Night's Dream*, *Othello*, *King Lear*. Cr 3.

Section 01: S5; TTH 8:15-11:30 a.m.; LUTH523; P; Wolf, B.

ENG 302 Fiction Workshop

An advanced course requiring the completion of short stories or a substantial part of a novel. Prerequisites: ENG 202 and instructor's permission. May be repeated for 3 additional credits with instructor's permission. Cr 3.

Section 01: S7; This course is given July 9-July 20; MTWTHF 9:30 a.m.-12:00 p.m.; BAIL206; G; TBA.

ENG 303 Poetry Workshop

A course for advanced students who, after experimenting with different approaches and styles, are developing their own themes and voices as poets. Work toward a completed chapbook-length manuscript of high-quality work will be the basis for the course grade. Prerequisites: ENG 203 and instructor's permission. May be repeated for 3 additional credits with instructor's permission. Cr3.

Section 01: S7; This course is given July 9-July 20; MTWTHF 9:30 a.m.-12:00 p.m.; BAIL215; G; TBA.

ENG 310 Advanced Newswriting

A continuation of Newswriting. Cr3.

Section 01: S4; MW 7:00-9:40 p.m.; LUTH502; P; Lovell, J.

ENG 389 Writers of Maine

Historical and literary analysis of writers in and about Maine. The emphasis will be on the literary quality of the best-known men and women writers and the place in history both past and present of the lesser-known writers. Extra credit in the course will be given for a report about any off-campus project related to an author and a particular locality in Maine. English majors should have already taken a survey of American literature; prospective teachers will prepare an annotated bibliography of one author of their choice. Cr3.

Section 01: S1; MW 4:00-6:40 p.m.; LUTH523; P; Jaques, J.

ENG 392 Twentieth-Century British Novels

Selected novels from the late 19th century to the present. Cr3.

Section 01: S1; TTH 7:00-9:40 p.m.; LUTH502; P; Rosen, K.

ENG 502 Fiction Workshop

An advanced course in writing fiction. Discussion of student short stories and work-in-progress with emphasis on subject development, plot, style, and publication standards. Manuscript conferences with George Garrett and staff assistants. Cr3.

Section 01: S7; This course is given July 9-July 20; MTWTHF 9:30 a.m.-12:00 p.m.; BAIL206; G; TBA.

ENG 503 Poetry Workshop

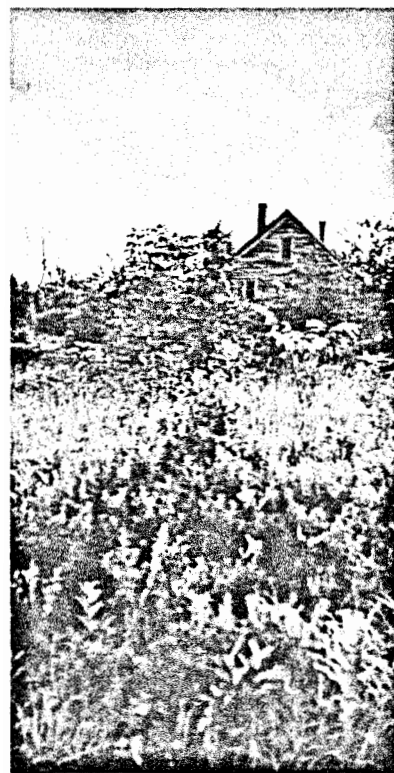
An advanced course in writing poetry. Intensive class discussion of students' poems, with follow-up conferences with Elizabeth Spires, David St. Johns, and staff assistants. Class assignments will explore contemporary poetic techniques and perspectives. Cr3.

Section 01: S7; This course is given July 9-July 20; MTWTHF 9:30 a.m.-12:00 p.m.; BAIL215; G; TBA.

ENG 504 Writing the Contemporary Novel

According to William Carlos Williams, a short story is about one thing; a novel is about many related things. This workshop is for writers whose fiction requires the space and scope of the novel form, and the course will examine ways of structuring complex material with special attention to the relations of parts to the whole. It will consider the problems--practical and creative--peculiar to sustaining a single creative effort over a long period of time, and such aids to organization as the outline, note systems, schedules. Students will present chapters and/or projected plans to the class in an atmosphere of supportive discussion and criticism. Undergraduates may enter with permission of the instructor. Cr3.

Section 01: S7; This course is given July 9-July 20; MTWTHF 9:30 a.m.-12:00 p.m.; BAIL201; G; TBA.



Geology/Oceanography

GEOL 111 Physical Geology

A study of the ever-changing earth by wind, water, volcanism, crustal movement and glaciation. GEOL 111 may be taken without GEOL 112. Cr 3.

Section 01: S1; TTH 7:00-9:40 p.m.; SC1533; P; Novak, I.

GEOL 350 Geological Field Methods

A course in geological field methods intended to introduce to the student the tools and practical techniques used in collecting, compiling and analyzing geological data. Students will have assignments in the igneous/metamorphic and surficial terrain of Southern Coastal Maine and sedimentary and volcanic terrain in Eastern Coastal Maine. Summer. Five weeks. Prerequisites: GEOL 111, 112 and GEOL 113, 114. GEOL 203, GEOL 301. Recommended: GEOL 302, GEOL 303, GEOL 202. Cr 6.

Section 01: S7; This course is given May 29-June 29; MTWTHF 8:30 a.m.-5:00 p.m.; BAIL312; G; Pollock, S.

OCN 100 Introduction to Oceanography

Origin and extent of the oceans; nature of the sea bottom; causes and effects of currents and tides; chemical and physical properties of sea water; animal and plant life in the sea. Cr 3.

Section 01: S2; MTW 12:30-3:45 p.m.; PAYS208; P; Hare, P.

Foreign Languages

FRE 101 Beginning French I

Beginner's course in French. Initiation in the four skills of language learning: listening comprehension, speaking, reading, and writing. Students are encouraged to register also for laboratory practice (one more credit). Cr 3. (With lab, Cr 4.)

Section L1: S7; Time to be arranged; P; Rolfe, F. Section 01: S7; This course is given June 25-July 19; MTWTH 8:15-11:30 a.m.; PAYS211; P; Lepelley, E.

FRE 102 Beginning French II

Continuation of FRE 101.

Cr 3. (With lab, Cr 4.)

Section L1: S7; Time to be arranged; P; Rolfe, F. Section 01: S7; This course is given July 23-August 16; MTWTH 8:15-11:30 a.m.; PAYS211; P; Lepelley, E.

Geosciences

ESCI 300 Independent Study

Section 01: S7; Time and place to be arranged; G; Pollock, S.

History

HIST 101 Western Civilization I

A basic survey and introduction to the heritage of Western man from ancient to early-modern times. Particular attention is given to the ancient civilizations of Egypt, Greece and Rome. Medieval civilization is explored with a focus on the institutions it bequeathed to the modern world. The Renaissance and Reformation and the rise of the great nation-states are studied. Throughout the course important individuals are considered such as Alexander the Great, Caesar, Charlemagne, Michaelangelo, and Elizabeth I. The course also introduces students to historical method. Cr 3.

Section 01: S1; TTH 7:00-9:40 p.m.; LUTH403; P; Cole, P.

HIST 102 Western Civilization II

A basic survey and introduction to the heritage of Western man from early modern times to the atomic age. Particular attention is given to the Enlightenment, the French Revolution, the rise of the industrial era, the growth of nationalism, and the World Wars. Personalities such as those of Napoleon, Hitler, and Stalin are studied. The course also introduces students to historical method. Cr 3.

Section 01: S4; TTH 7:00-9:40 p.m.; LUTH403; P; Ventresco, F.

HIST 131 United States History to 1877

A basic survey and introduction to the field of American history, covering the political, social, and economic development of the United States through Reconstruction. Cr 3.

Section 01: S1; MW 7:00-9:40 p.m.; LUTH403; P; Hunt, H.

HIST 132 United States History Since 1877

The course is a continuation of HIST 131. A survey of American political, social, and economic development since about 1877. Cr 3.

Section 01: S4; MW 7:00-9:40 p.m.; LUTH326; P; Eastman, J.

HIST 200 Reference, Research and Report Writing

An introduction to research and writing, designed to prepare undergraduates for the requirements of upper-level courses in history and the social sciences with emphasis on practical methods of utilizing a library, locating materials, taking and organizing notes, and writing and rewriting research papers and reports. Cr 3.

Section 01: S1; TTH 4:00-6:40 p.m.; LUTH403; P; Schleh, E.

HIST 321 History of Maine

A survey of Maine's social, economic and political life from exploration and early settlement to the present. Cr3.

Section 01: S4; TTH 4:00-6:40 p.m.; LUTH302; P; York, R.

HIST 348 A History of Religion in America

A history of religion in American society from the colonial era to the present, examining theology, organization, leaders, critics, and the religious contribution to the American heritage. Prerequisites: HIST 131 and 132 or permission. Cr3.

Section 01: S2; MTW 8:15-11:30 a.m.; LUTH503; P; Whitmore, A.

HIST 534 Maine History and Travel

This course provides an opportunity to pursue independent study in Maine history (especially southern Maine) since 1820. Given largely on Fridays and Saturdays in the summer. There will be discussions, oral reports and field trips to a variety of sites located in easy range of USM. Cr3.

Section 01: S7; Open to undergraduates with permission of instructor; Lectures June 18, 22, 29, July 6 (1:00-5:00); Field Trips June 23, 30, July 7 (8:30-5:00); P; York, R.

HIST 548 A History of Religion in America

A history of religion in American society from the colonial era to the present, examining theology, organization, leaders, critics, and the religious contribution to the American heritage. Prerequisites: HIST 131 and 132 or permission. Cr3.

Section 01: S2; MTW 8:15-11:30 a.m.; LUTH302; P; Whitmore, A.

Mathematics & Computer Science

MS 010 Elementary Algebra

The first course of a two-course sequence designed for students who are deficient in high school algebra. Topics covered include number systems, functions, graphs, the solution of equations, and the solution of problems with a business orientation. No prerequisites. Cr3.

Section 01: S1; MW 7:00-9:40 p.m.; BAIL104; G; Soyachak, A. Section 02: S4; MW 7:00-9:40 p.m.; PAYS207; P; Medici, A.

MS 104 Topics in Mathematics

A general course designed for students not majoring in mathematics or computer science. The emphasis will be on the basic concepts encountered in mathematics as well as the applications of mathematics. The topics presented may be interdisciplinary in nature. A student may enroll twice, with the instructor's permission, for an additional three hours of credit not to exceed a total of six credit hours for the course. Prerequisites: two years of high school algebra and one year of geometry. Cr3.

Section 01: S7; This course is given May 14-June 8; MTWTH 8:15-10:30 a.m.; PAYS202; P; Guay, M.

MS 109 Linear Systems

An introduction to vectors, matrices, and linear systems of algebraic equations and linear programming. Prerequisites: two years of high school algebra and one year of geometry. Cr3.

Section 01: S1; TTH 7:00-9:40 p.m.; PAYS204; P; Irish, J. Section 02: S4; TTH 7:00-9:40 p.m.; PAYS202; P; Medici, A.

MS 110 Elementary Mathematical Analysis

A unified treatment of the elementary functions of analysis; their analytical properties including derivatives, integrals, and series; introduction to multivariate calculus; applications. Prerequisites: two years of high school algebra and one year of geometry, and a passing grade on an algebra competency test which will be administered at the first class meeting. Cr3.

Section 01: S1; TTH 7:00-9:40 p.m.; PAYS207; P; Mainville, W. Section 02: S4; TTH 7:00-9:40 p.m.; PAYS207; P; Brunette, J.

MS 011 Intermediate Algebra

A continuation of MS 010. Prerequisite: MS 010 or one year of high school algebra. Cr3.

Section 01: S1; MW 7:00-9:40 p.m.; PAYS207; P; Mainville, W. Section 02: S4; MW 7:00-9:40 p.m.; BAIL104; G; Soyachak, A. Section 03: S1; Permission of instructor required for registration. TTH 4:00-6:40 p.m.; PAYS202; P; Sturgeon, R.

MS 120 Introduction to Statistics

An introductory course including basic probability, random variables, and their distributions; estimation and hypothesis testing; regression and correlation. Prerequisite: two years of high school algebra. Cr3.

Section 01: S1; MW 7:00-9:40 p.m.; PAYS205; P; Forrester, N. Section 02: S4; TTH 7:00-9:40 p.m.; PAYS204; P; Rogers, P. Section 03: S7; This course is given June 18-July 27; MTWTH 8:15-9:45 a.m.; BAIL105; G; Fish, L.

MS 140 Pre-Calculus Mathematics

A brief review of elementary algebra followed by a study of the algebraic, exponential, logarithmic, and trigonometric functions. Prerequisites: two years of high school algebra and one year of geometry, and a passing grade on an algebra competency test which will be administered at the first class meeting. Cr3.

Section 01: S7; This course is given May 14-June 8; MTWTH 8:15-10:30 a.m.; PAYS208; P; Macdonald, S. Section 02: S4; TTH 7:00-9:40 p.m.; PAYS211; P; Small, R.

MS 152 Calculus A

This is the first of a sequence of three basic calculus courses covering functions of one or more variables, graphs, limits, derivatives, integrals, optimization, infinite series, vectors, and various applications. Calculus A provides an introduction to the differential and integral calculus of functions of one variable. Prerequisites: two years of high school algebra plus geometry and trigonometry, or MS 140. Cr4.

Section 01: S7; This course is given June 18-July 27; MTWTH 8:15-10:30 a.m.; PAYS205; P; Brown, W.

MS 153 Calculus B

A continuation of Calculus A. Calculus B will usually include infinite series and an introduction to vectors. Prerequisite: MS 140. Cr4.

Section 01: S7; This course is given May 14-July 5; MTTH 5:00-6:40 p.m.; PAYS306; P; Chabot, M.

MS 211 Probability

Discrete and continuous sample spaces; common probability laws; expected values; sampling distributions. Prerequisites: MS 110 or MS 152. Cr3.

Section 01: S1; TTH 7:00-9:40 p.m.; PAYS205; P; Forrester, N. Section 02: S4; MW 7:00-9:40 p.m.; PAYS211; P; Foster, C.

MS 212 Statistics

Sampling distributions; estimation; hypothesis testing; introduction to regression analysis and analysis of variance. Applications primarily in business and economics. Prerequisite: MS 211. Cr3.

Section 01: S1; TTH 7:00-9:40 p.m.; PAYS202; P; Merrow, N. Section 02: S4; MW 7:00-9:40 p.m.; PAYS205; P; Merrow, N.

MS 252 Calculus C

Multivariate calculus and vector calculus. Prerequisite: MS 153. Cr4.

Section 01: S7; This course is given May 14-July 5; MTTH 7:00-8:40 a.m.; PAYS306; P; Chabot, M.

CS 100 Introduction to Computer Science

A general course designed for students not majoring in mathematics or computer science. Topics will include: history of data processing technology; study of the tools and methods; the application of computers and their economic and social implications; and an introduction to a programming language. Cr3.

Section 01: S1; MW 4:00-6:40 p.m.; BAIL107; G; Estes, R. Section 02: S7; This course is given June 18-July 12; MTWTH 8:00-10:30 a.m.; BAIL107; G; Estes, R.

CS 140 Programming in FORTRAN

A study of programming techniques and applications using FORTRAN. Prerequisite: Two years of high school algebra or equivalent. Cr3.

Section 01: S1; TTH 7:00-9:40 p.m.; SCI208; P; Quirk, J.

CS 160 Structured Problem Solving: PASCAL

A study of problem-solving techniques and applications using PASCAL. This course is primarily for students with a computer science major or minor or a strong serious interest in computer science. Prerequisite: two years of high school algebra or equivalent. Cr3.

Section 01: S1; TTH 4:00-6:40 p.m.; PAYS204; P; Irish, J.

CS 230 Programming in COBOL

A study of the programming language used primarily in business. Prerequisite: CS 140 or CS 160. Cr3.

Section 01: S1; MW 7:00-9:40 p.m.; SCI208; P; Quirk, J.

CS 234 Computer Programming for Elementary Teachers

The course introduces the Elementary Education major to programming techniques and applications using the BASIC language. No programming skills will be assumed. Prerequisite: MS 131. Cr3.

Section 01: S7; This course is given May 14-June 8; MTWTHF 8:15-10:30 a.m.; BAIL102; G; Kratzer, R.

CSED 549 01 Computer Programming: Software

A teacher-oriented approach to using computer applications. Teachers will acquire skills in using and teaching the use of word processors, electronic spread sheets, and file management software on a microcomputer. Cr3.

Section 01: S7; This course is given June 4-June 29; MTWTH 4:00-6:40 p.m.; BAIL104; G; Helms, C.

CSED 549 02 Computer Programming: Pascal

A teacher-oriented approach to a study of problem-solving techniques and applications using Pascal. Topics involving the IF, WHILE, For, Procedures, Functions, Records, etc., will be covered. Cr3.

Section 02: S7; This course is given June 25-July 20; MTWTHF 8:00-10:00 a.m.; BAIL101; G; Waterhouse, A.

CSED 549 03 Computer Programming: LOGO

A teacher-oriented approach to the LOGO language. The course will involve problem-solving techniques and the LOGO language. Cr 3.

Section 03: S7; This course is given August 6-August 17; MTWTHF 8:15-11:30 a.m.; BAIL101; G; Kratzer, R.

Music

MUS 100 Music Appreciation and History

A survey of music from the Gregorian Chant to the modern times, covering musical practices of the Renaissance, Baroque, Classical, Romantic, and Contemporary periods. Representative works by the outstanding composers of each period. Open to all students. Cr 3.
Section 01: S3; MTW 8:15-11:30 a.m.; LUTH524; P; Cole, R.

MUS 110 Fundamentals of Music

A background study of concepts and skills essential to an intelligent reading of music. The development of natural music abilities through participating in singing, rhythmic activities, and instrumental work. An appreciation of music through awareness of basic structures. Open to all students. Cr 3.
Section 01: S2; MTW 12:30-3:45 p.m.; LUTH524; P; Jones, E.

MUS 204 Symphonic Literature

A survey of music for the symphony orchestra from the Pre-Classical period of C.P.E. Bach to the present. Open to all students. Cr 3.
Section 01: S1; TTH 4:00-6:40 p.m.; LUTH524; P; Freeman, A.

MUED 521 Current Trends in Music Education

The workshop will include extensive experiences in the Kodaly approach to music education. Class members will participate as both students and teachers. Prior experience in the Kodaly approach is not necessary. Cr 3.

Section 01: S7; This course is given August 6-August 10; MTWTHF 9:00 a.m.-4:00 p.m.; CORT205; G; TBA.

MUED 522 Vocal Workshop

Rehearsal procedures, score study, and analyses of conducting styles. The course will be augmented through the use of video taping of students conducting. Cr 3.

Section 01: S7; This course is given July 16-July 21; MTWTHF 9:00 a.m.-4:00 p.m.; CORT37; G; Lan-nom, A.

MUED 523 Instrumental Conducting Workshop

The course will focus on stylistic study of scores from contrasting periods, advanced baton and left-hand techniques, and non-verbal communication procedures. Literature, rehearsal procedure, and tone and intonation development for all levels of band organizations will be covered. Cr 3.

Section 01: S7; This course is given August 6-August 10; MTWTHF 9:00 a.m.-4:00 p.m.; CORT37; G; TBA.

Philosophy

PLY 101 Introduction to Philosophy: Man and His Will

Is there a human will at all? This course will concentrate on the issue of freedom vs. determinism. The importance of the human will insofar as it influences views of experience, politics, society, etc., will also be considered. Cr 3.

Section 01: S6; MTW 8:15-11:30 a.m.; PAYS208; P; Schwanauer, F.

PLY 103 Introduction to Philosophy: Human Alienation

Why does modern man picture himself as alienated from nature and his fellow man? How did the problem of alienation come about? What possibilities exist for overcoming it? This course will deal with these issues and attempt to suggest viable alternatives. Cr 3.

Section 01: S1; MW 7:00-9:40 p.m.; LUTH502; P; Grange, J. Section 02: S2; MTW 8:15-11:30 a.m.; LUTH523; P; Grange, J.

Political Science

POL 101 Introduction to American Government

This course focuses on the political institutions, processes, behavior, and problems of government in the United States. The national government is emphasized. Key topics include: the Constitution, Supreme Court, Congress, Presidency, political parties, public opinion, and interest groups. Cr 3.

Section 01: S1; MW 4:00-6:40 p.m.; LUTH503; P; Woshinsky, O.

POL 120 Government and Politics of Maine

This course concerns Maine State Government, including legislative, executive and judicial programs and powers as exercised within the system of Maine values, political parties, and interest groups. Open to political science majors and as an elective or special interest to the student who has an interest in the programs and politics of the State of Maine. Cr 3.

Section 01: S2; MTW 8:15-11:30 a.m.; LUTH402; P; Coogan, W.

POL 352 Internship in Private and Semi-Public Organizations

Provision may be made to gain professional experience in administration and research. The course is open only to selected students; see department chairman for details. Students will meet for a series of internship seminars, for which readings and reports will be required. Cr6.

Section 01: S7; Time and Place to be arranged; P; Coogan, W.

POL 353 Municipal Administration Internship

Provision may be made to gain professional experience in a local government. The course is open only to selected students; see department chairman for details. Students will meet for a series of internship seminars. Readings and research reports are required, focusing on the management, financial control and administration of modern American cities, with emphasis on administration of personnel and finance, the city plan and line functions; public safety, transportation, health, welfare and housing. Cr6. *Section 01: S7; Time and place to be arranged; P; Coogan, W.*

POL 354 State Internship

Provision may be made to gain professional experience in a department or agency of state government. The course is open only to selected students; see department chairman for details. Students will meet for a series of internship seminars, for which readings and research reports are required. The state government internship is available under the Maine State Government Internship Program. Cr6.

Section 01: S7; Time and place to be arranged; P; Coogan, W.

POL 355 Congressional Internship

Provision may be made to gain professional experience in the local offices of Maine's U.S. Congressmen

and Senators. The course is open only to selected students; see department chairman for details. Students will meet for a series of internship seminars, for which readings and research reports are required. Cr6.

Section 01: S7; Time and place to be arranged; P; Coogan, W.

POL 356 Internship in Washington, D.C.

Provision may be made to gain professional experience in a congressional office, an agency of the national government, or with a private or semi-public organization in Washington, D.C. The course is open only to selected students; see department chairman for details. Readings and research reports are required. Cr9.

Section 01: S7; Time and place to be arranged; P; Coogan, W.

POL 395 Independent Study I

A concentrated program of research or study on a particular subject of the student's selection. The topic will be chosen with the advice and under the direction of a faculty member. Admission by permission of the political science faculty. Cr3. *Section 01: S7; Time and place to be arranged; P; Coogan, W.*

Psychology

PSY 101 General Psychology I

An introduction to the study of behavior as a natural science. Among the topics covered are: method of inquiry, physiological foundations of behavior, sensation and perception, motivation and emotion, learning and thinking. This course is a prerequisite for all courses in the department. Cr3. *Section 01: S2; MTW 8:15-11:30 a.m.; SCI208; P; Saldanha, E. Section 02: S1; MW 7:00-9:40 p.m.; PAYS301A; P; Systma, D.*

PSY 102 General Psychology II

A continuation of Psychology 101. It deals with complex psychological processes such as ability testing, personality, conflict, behavior disorders and therapy, and social and industrial behavior. Prerequisite: PSY 101. Cr3.

Section 01: S3; MTW 8:15-11:30 a.m.; SCI533; P; Saldanha, E.

PSY 223 Child Development

A systematic study of the behavior and psychological development of children during infancy, preschool and school-age periods. Analysis of the genetic, prenatal, and postnatal influences on physical, cognitive, and personality development. Prerequisites: PSY 101 and 102. Cr3. *Section 01: S1; TTH 4:00-6:40 p.m.; SCI305; P; Gayton, W.*

PSY 224 Adolescent Development

A systematic study of the behavioral and psychological development of the adolescent. The adolescent personality and problems of adjustment in relation to the family, the school and the community. Prerequisites: PSY 101 and 102. Cr3. *Section 01: S4; TTH 4:00-6:40 p.m.; SCI305; P; Sanborn, J.*

PSY 235 Psychology of Women

Psychology of women and psychological literature relevant to men and women. Some topics include physiological and personality differences between the sexes, sex-role development, role conflict, women and traditional therapy. NOTE: This course does not count toward major credit. Prerequisites: PSY 101 and 102. Cr3. *Section 01: S2; MTW 8:15-11:30 a.m.; SCI305; P; Sanborn, J.*

PSY 330 Social Psychology

The psychological principles which enter into the social behavior of the individual. Areas of consideration include perception, communication, attitude formation, interpersonal attraction, and group behavior. Prerequisites: PSY 101 and 102. Fall semester only. Cr 3.

Section 01: S2; MTW 8:15-11:30 a.m.; SCI533; P; Bishop, J.

PSY 333 Psychopathology

The etiology, development, and manifestation of the major forms of mental illness with particular emphasis upon the neuroses and psychoses. Psychological, social, and biological factors which contribute to maladjustment are examined. Prerequisite: PSY 101 and 102. Spring semester only. Cr 3.

Section 01: S3; MTW 8:15-11:30 a.m.; SCI305; P; Bishop, J.

Sociology

SOC 100 Introduction to Sociology

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

Section 01: S1; MW 7:00-9:40 p.m.; PAYS209; P; Lacognata, A. Section 02: S2; MTW 8:15-11:30 a.m.; PAYS204; P; Monsen, H. Section 03: S4; TTH 7:00-9:40 p.m.; PAYS205; P; Anspach, D.

SOC 200 Social Issues

Application of a sociological frame of reference to selected contemporary issues. Guides the student toward an understanding of why and how issues develop, how particular social groups are affected by them, and what is involved in dealing with them. Specific topics considered vary from term to term, and from section to section. Descriptions of current topics are

available in the sociology department office. Students should consult these descriptions before registering for the course. Course may be taken only once for credit. Does not count for credit towards the sociology major or minor. Prerequisite: SOC 100 or permission of instructor. Cr 3.

Section 01: S4; TTH 7:00-9:40 p.m.; LUTH302; P; Grzelkowski, S.

SOC 330 Sociology of the Family

A sociological approach to the study of the family, including the structure of social relationships, the modern American family as a social institution, the cultural background of the family, and the impact of social change. Prerequisite: SOC 100 or permission of instructor. Cr 3.

Section 01: S2; MTW 8:15-11:30 a.m.; PAYS205; P; Anspach, D.

SOC 395 Internship

The course is designed to provide work/action experience and insight into professional roles in a variety of community agencies and organizations. The primary emphasis of the internship is the application of the social science perspective, substantive knowledge, and methodology to understand and illuminate a particular organizational situation. Thus, the internship can be understood as a participant observation experience within the context of social science research. It is primarily designed as a field experience/reflection opportunity for upper-level social science majors with substantive background/course work in the area of internship placement. In addition to field placement, students are expected to meet for a series of internship seminars, for which readings and reports will be required. Offered each semester. Contact departmental internship coordinator for details. Cr 3 or 6.

Section 01: S7; Time and place to be arranged; P; Grzelkowski, S.

Social Welfare

SWE 397 Department Projects

Individual or group projects, requiring independent study or field work in some aspect of social welfare, to be selected by students in consultation with faculty. Prerequisite: department permission. Cr 3.

Section 01: S7; Time and place to be arranged; P; Kreisler, J.

Theatre

THE 120 Acting I -- Fundamentals of Acting: Movement and Improvisation

This is a practical course designed to introduce the student to basic procedures necessary to experience the creative process in acting. The course is designed to cultivate the student's sense of both physical and mental self by increasing his imagination, creative, and technical abilities. Course utilizes movement, sensitivity, mime, and improvisational exercises. Cr 3.

Section 01: S2; MTW 8:15-11:30 a.m.; LUTHLBA; P; Rootes, M.

THE 170 Public Speaking

An introductory course in the fundamentals of public discourse. Primarily a lecture-performance course, students will learn the basics of informative, persuasive, and entertaining speaking, as well as the processes of problem-solving and informative discussion. Emphasis is upon conception, analysis, structure, and modes of proof. Cr 3.

Section 01: S3; MTW 8:15-11:30 a.m.; LUTH402; P; TBA. Section 02: S4; MW 4:00-6:40 p.m.; LUTH509; P; Eberhardt, B.

THE 199 Summer Theatre Production

Section 01: S7; Time to be arranged; G; Stump/Kading/Russell.

THE 274 Journalistic Drama Criticism

This course will provide the student with a comprehensive analysis of the role of the writing critic in professional, community, educational, and amateur theatre. Stress will be placed upon development of a workable writing style. A minimum of five plays will be seen from which reviews will be generated. Prerequisite: THE 234 or by permission. Cr3.

Section 01: S7; This course is given July 3-August 3; T 7:00-9:40 p.m.; LUTH402; P; Rootes, M.

THE 290 Oral Interpretation

A course in the assimilation and analysis of literary material (poetry, prose, drama) with emphasis on the techniques used in reading written material aloud to an audience. Designed to stimulate an understanding and responsiveness to literature and to develop the ability to convey to others, through oral reading, an appreciation of that literature. Cr3.

Section 01: S3; MTW 12:30-3:45 p.m.; LUTH502; P; TBA.

College of Education

Undergraduate Education

EDU 200 Studies in Educational Foundations

This course provides an introduction to the study of American education. Problems and issues in contemporary education are examined from several perspectives, including the social, historical and philosophical. Cr3.

Section 01: S2; MTW 8:15-11:30 a.m.; BAIL403; G; Colucci, N.

EDU 301 Elementary School Curriculum

This course is designed to provide an overview of the influences, meth-

ods, and materials that affect curriculum designs in the intermediate grades. Emphasis is given to four factors affecting curriculum development: (1) goals and objectives; (2) sources of content; (3) teaching strategies; and (4) evaluation. Prerequisite: HRD 333. Cr3.

Section 01: S2; MTW 12:30-3:45 p.m.; BAIL404; G; Morrill, D.

EDU 303 Developmental Reading I

A basic course encompassing the developmental reading program. Content includes the major stages of reading progress, specific instructional methods and materials and informal diagnostic techniques. Students are exposed to the characteristics of reading at different levels. Case studies are used to highlight instructional practices. Cr3.

Section 01: S5; TTH 8:15-11:30 a.m.; BAIL319; G; Amoroso, H.

EDU 305 Methods of Teaching Elementary School Mathematics

The content of this course will focus on developing techniques for teaching mathematics to elementary grade pupils. The course will be conducted mainly in the setting of a mathematics resource center, featuring manipulative devices appropriate to teaching mathematics concepts. Prerequisites: MS 131, HRD 333, and EDU 301. Cr3.

Section 01: S6; MTW 8:15-11:30 a.m.; BAIL102; G; Wise, R.

EDU 308 Science for Children

An alternative to EDU 307. This course is conducted in a University science resource center and provides opportunities for students to apply learning theory by exploring current science curricula. Emphasis is on content analysis and comparison and on implementation in public classrooms. A field experience is included whenever possible. Recommended prerequisite: HRD 333 or 335. Cr3.

Section 01: S6; MTW 8:15-11:30 a.m.; BAIL110; G; Neuberger, H.

EDU 321 Developmental Reading II

This course builds upon the concepts introduced in Developmental Reading I. Students are guided in designing specific instructional activities that correspond to the major stages of reading progress. Empirical demonstrations, methods and materials for teaching reading are stressed. Cr3.

Section 01: S1; TTH 4:00-6:40 p.m.; BAIL322; G; Wood, M.

EDU 322 Remedial Reading

The course presents typical reading disabilities, including methods for diagnosing and planning corrective strategies. Consideration is given to methods and techniques appropriate for general classroom use. Prerequisite a basic course in reading. Cr3.

Section 01: S5; MW 8:15-11:30 a.m.; BAIL204; G; Amoroso, H.

EDU 336 Children's Literature

This course emphasizes a creative, interdisciplinary approach to children's books, an understanding of the interests and developmental tasks of the child, and, by percept and example, methods of individualizing reading. The student will be expected to read children's books widely and in depth. Cr3.

Section 01: S6; MTW 12:30-3:45 p.m.; BAIL205; G; Holman, C.

PE 311 Coaching Soccer, Philosophy and Methods

Emphasis on the methods of teaching and coaching soccer. Offense and defense, player-coach relationship, team selections, planning of practice sessions, and game situations will be areas of concentration. Cr3.

Section 01: S7; Three weekends July 7-8, 14-15, 21-22; SS 8:00 a.m.-3:30 p.m.; GYM; G; Baumann, C.

**PE 315 Coaching Field Hockey,
Philosophy and Methods**

Analysis of the techniques and methods of coaching field hockey with emphasis on stick work, team strategy, and practice organization.

Cr 2.

Section 01: S7; This course is given July 1-July 7; MTWTHFS 9:00 a.m.-8:30 p.m.; GYM; G; Hodgdon, P.

**PEI 343 Experiential Education:
Outward Bound**

The course has two major parts: (1) training period and (2) final expedition. During the training period students are instructed and participate in sail theory, navigation, seamanship, first aid, rock climbing, camping skills and environmental awareness. The final expedition is designed to allow the student an opportunity to demonstrate the application of each newly learned skill. All students will participate in a solo. (An experience of self-isolation in a natural environment, designed for self reflection.) In addition, the mission of Outward Bound is to develop respect for self, care for others, responsibility to the community and sensitivity to the environment. This course qualifies for the P.E. requirement.

Cr 3.

Section 01: S7; This is a twenty-six day summer program (Fee Course); Time and place to be arranged; G; Bouchard, J.

**PEI 343 Experiential Education:
Outward Bound**

The course has two major parts: (1) training period and (2) final expedition. During the training period students are instructed and participate in sail theory, navigation, seamanship, first aid, rock climbing, camping skills and environmental awareness. The final expedition is designed to allow the student an opportunity to demonstrate the application of each newly learned skill. All students will participate in a solo. (An

experience of self-isolation in a natural environment, designed for self reflection.) In addition, the mission of Outward Bound is to develop respect for self, care for others, responsibility to the community and sensitivity to the environment. This course qualifies for the P.E. requirement.

Cr 3.

Section 01: S7; This is a twenty-six day summer program (Fee Course); Time and place to be arranged; G; Bouchard, J.

**PEI 353 Teacher Training in
Experiential Education**

A 28-day course for educators designed to blend the lessons of experiential education with more traditional forms of learning. Students will participate in a sailing expedition with instruction in developing teaching styles, methods of experiential education in inside/outside the classroom, improving student/ teacher relationship and leadership training. This course qualifies for the P.E. requirement. Fee required.

Cr 3.

Section 01: S7; This is a twenty-eight day summer program (Fee Course); Time and place to be arranged; G; Bouchard, J.

**IEV 460 Independent Study in
Vocational Education**

An opportunity to pursue independently, a topic, project, or experiment of interest. Students will prepare a contract or proposal for study to be conducted and, upon completion, submit findings in a scholarly report or other evidence of completeness. Permission of advisor.

Cr 3.

Section 01: S7; Time and place to be arranged; G; Berry, A.

**IEVI 440-51 Related Occupational
Experiences**

Two options, total credits to be no more than the difference between those granted for ITT 400, and 45 credits.

OPTION NO. 1 This course option is designed to permit attendance at an industry-sponsored approved school or seminar for the purpose of providing the student with advanced related occupational or technical training. Courses provided by organizations such as General Motors Training Centers, of International Typographical Union, qualify under this course option.

OPTION NO. 2 Approved employment with a company may qualify a student under this option. Arrangements must be approved by the adviser in advance. The experience should provide opportunities for updating technical skills and knowledge. Credit will be determined on the basis of one credit for each two full weeks of employment with a maximum of five credits for each period of approved continuous full-time employment. A daily log, summary report and evaluation by an industrial supervisor will constitute part of this option.

Cr 3.

Section 51: S7; Time and place to be arranged; G; Wright, J.

ITP 300 Modern Industry

Evolution and contemporary structure of American industry and its impact upon the social, economic, and cultural environment. Major areas and functions of industry explored include: personnel administration, research and development, production, finance, marketing, and service. Industrial visitations and reports.

Cr 3.

Section 99: S1; This course is given at the Portsmouth Shipyard; TTH 4:30-7:10 p.m.; P; Bazinet, G.

ITP 310 Plant Layout and Material Handling

A study of materials flow, layout production, assembly and service departments, manufacturing, buildings, service departments, handling equipment, and packaging techniques. Cr3.

Section 01: S1; TTH 7:00-9:40 p.m.; IEDC; G; Carter, R.

ITP 350 Conference Leading

A course in philosophy and techniques of organizing and conducting successful conferences. Each participant will assume the responsibility of planning and leading a simulated conference. Cr3.

Section 01: S1; MW 7:00-9:40 p.m.; IEDC203; G; Carter, R.

ITP 360 Motion and Time Study

A study of techniques to utilize available resources (men, material, machines and facilities) in the most effective and economical manner giving full recognition to the human factors involved in engineering work methods and time measurements. Cr3.

Section 01: S1; For employees of Bath Iron Works; MW 4:30-7:10 p.m.; G; Moore, W.

ITP 370 Occupational and Trade Analysis

Identification of occupational or trade fields, units, operations, and items of related information. Cr3. *Section 01: S1; For employees of Bath Iron Works; TTH 4:30-7:10 p.m.; G; Wright, J. Section 99: S4; This course is given at the Portsmouth Shipyard; TTH 4:30-7:10 p.m.; P; Wright, J.*

ITT 241 Graphic Arts Technology

A study of the common reproduction systems with significance in the graphic arts industries and technology. Designing, composing, reproduction, assembling, and finishing of printed materials utilizing conventional reproduction techniques. Emphasis on letter press, offset lithography, and screen printing, with related experiences in

rubber stamp making, block printing, embossing, and photo enlarging. Cr3.

Section 01: S2; MWF 8:15-11:30 a.m.; IEDC; G; Anderson, A.

IVEI 310-51 Methods and Materials of Instruction in Vocational Education

This course treats the general and specific materials and methods of teaching vocational courses. Deals with both the theoretical and practical aspects. Prerequisites: ITP 370 and IEV 305. Cr3.

Section 51: S7; This course is given August 6-August 17; MTWTHF 8:30 a.m.-4:00 p.m.; IEDC; G; Berry, A.

Graduate Education

EDU 501 Introduction to Computer Application

This course is designed to orient the pre-service and in-service teacher with terminology, operation, evaluation and applications of microcomputers, hardware and software, as related to our educational system. Additionally, the course will deal with other, more traditional electronic media as related to modern learning processes. Cr3.

Section 01: S5; MW 8:15-11:30 a.m.; BAIL219; G; Milbury, A.

EDU 524 Supervised Practicum in Reading Disabilities

Clinical experiences given in conjunction with the Reading Clinic or the University Reading Academy. Working under supervision, students use selected assessment instruments with adults/children who have learning and reading difficulties. Testing sessions will be unique and geared to specific diagnostic needs perceived by instructors. Cr1-15.

Section 01: S7; Time and place to be arranged; G; Staff.

EDU 529 Reading Clinic

Clinical experiences requiring the utilization of diagnostic and prescriptive methods for planning and implementing reading pro-

grams for students at different stages of reading progress. Tutoring experiences are augmented and related to the professional literature and research through frequent opportunities to explain and defend observations in seminars. Extensive reading from basic texts, current references, and periodicals are stressed. Emphasis is on the appropriate application of research-validated teaching and diagnostic techniques in supervised settings. Prerequisites: EDU 512 and EDU 513 or equivalents. Cr6.

Section 01: S7; This course is given June 25-August 3; MTWTHF 8:00 a.m.-12:00 p.m.; BAIL104; G; Odonnell, M.

EDU 600 Research Methods and Techniques in Professional Education

A study of concepts, principles and techniques of educational research with emphasis on scientific inquiry and problem solving, designed for both the producer and consumer of educational research. Individual research proposals and reports are completed. Prerequisite: open to matriculated students only. Cr3.

Section 01: S1; MW 4:00-6:40 p.m.; BAIL302; G; Cohen, L. Section 02: S1; MW 4:00-6:40 p.m.; BAIL404; G; Smith, C. Section 03: S5; MW 8:15-11:30 a.m.; BAIL321; G; Godomsky, S.

EDU 699 Independent Study

Section 01: S7; Time and place to be arranged; G; Deady, J.

EDU 604 Curriculum Development

This is a basic course in curriculum development for classroom teachers and school administrators. Course content will include analysis of curriculum development processes, educational objectives, curriculum and organizational designs, techniques of instruction, and evaluation methodology. Cr3.

Section 01: S5; MW 12:30-3:45 p.m.; BAIL204; G; TBA.

EDU 620 Foundations of Reading Instruction

The characteristics of the developmental reading program are examined. Topics are evolved from the major stages of reading progress and include: early reading correlates, reading readiness, initial reading, opportunities for independent reading, wide reading including: vocabulary development, comprehension, study skills, and reading in the content areas. Methods for diagnosing and prescribing for reading are related through case studies of students residing at different stages of reading progress. Cr 3. *Section 01: S5; MW 8:15-11:30 a.m.; BAIL319; G; Wood, M.*

EDU 633 Special Applications of Reading Methods

Independent study, opportunities to apply course experiences in field-based situations are encouraged. Considerable latitude is possible in pursuing options of professional interest in consultation and approval of adviser. Examples of activities include: writing projects (meeting standards of professional journals), intensive clinical experiences, educational consultation and research. Independent options must be approved in writing by the Program Coordinator. Cr 3. *Section 01: S7; Time and place to be arranged; G; Staff.*

EDU 662 Practicum in Exceptionality

A field-based course designed to offer experience in teaching exceptional children. The student may elect to work with either learning disabled, mentally retarded, emotionally disturbed or gifted children. The course emphasizes diagnosis, teaching and development of educational programs and strategies for teaching exceptional children. Prerequisite: An introductory course and a methods course in the exceptionality area in which the student elects to work. Cr 1-6. *Section 01: S1; MW 4:00-6:40 p.m.; BAIL304; G; Gorman, G.*

EDUX 669 Methods and Materials for Teaching Young Children with Moderate/Severe Handicaps

This course will focus on systematic instructional techniques for young children experiencing moderate and severe mental handicaps. Curricular approaches and materials will be presented along with current educational "best practices." Parent-professional interactions and the multi-disciplinary approach will be discussed. Prior coursework and/or experience with children with moderate to severe handicaps is recommended. Cr 3. *Section 01: S5; MW 8:15-11:30 a.m.; BAIL205; G; Putnam, J.*

EDU 670 Introduction to Administration

Required first course for all master's degree candidates in educational administration. The course introduces theories of administration and provides each student with diagnostic data to conduct a needs assessment as the basis for planning a personalized program of study. Prerequisite: Admission to educational administration graduate program. Cr 3. *Section 01: S5; TTH 8:15-11:30 a.m.; BAIL207; G; Deady, J.*

EDU 671 Organizational Behavior

A systems approach to understanding and predicting human behavior within organizations. The course emphasizes analytical means to 1) reveal forces which affect decision-making and leadership behavior, and 2) identify implications for managerial functions. Basic concepts such as authority, influence, motivation, communication, conflict, pattern maintenance and tension management are discussed and applied. Cr 3. *Section 01: S5; MW 8:15-11:30 a.m.; BAIL403; G; Smith, C.*

EDU 678 School Law

The purpose of this course is to acquaint students with general principles of school law as found in the interpretation of constitutional and statutory provisions by the higher courts. Laws governing pupils, teaching personnel and boards of education will be stressed with particular emphasis on Maine school law. Cr 3.

Section 01: S5; MW 12:30-3:45 p.m.; BAIL404; G; Cobb, M.

EDU 679 Evaluation and Supervision of School Personnel

The course considers the underlying concepts and principles of evaluating school personnel. Readings, lectures, discussions and simulated activities focus on a variety of evaluation models and strategies which facilitate the appraisal of administrators, teachers and supporting staff. Attention is directed to how personnel evaluation affects program evaluation. Prerequisite: admission to educational administration graduate program. Cr 3. *Section 01: S5; TTH 12:30-3:45 p.m.; BAIL319; G; Grover, S.*

EDU 505 Preparation of Classroom Materials

A course designed to improve the learning environment dealing with local production of instructional materials. The lecture-demonstration method of instruction is employed throughout the course, followed immediately by a lab session in which students produce material appropriate to their needs. Intended primarily for in-service. Cr 3.

Section 01: S5; MW 12:30-3:45 p.m.; BAIL207; G; Ordway, M.

EPD 503-51 USM Arts Education Institute

The institute is designed to provide a wide variety of arts experiences and arts education strategies for elementary classroom teachers who wish to incorporate more arts in their educational programs. Graduate credit and recertification available. For more information, contact Jo-Anna Moore at 780-5468.

Cr3.
Section 51: S7; This course is given August 13-August 18; MTWTHFS 9:00 a.m.-4:00 p.m.; LUTH424; P; Moore, J.

EPD 511-51 Middle School Summer Institute

The institute provides an opportunity for educators from school systems to explore critical middle school/junior high school issues. The objective is to have participants develop a program during the course of the institute that can be implemented in the school. Graduate credit and recertification credit is available. For further information, contact Cherie Major Foster at 780-5300.

Cr3.
Section 51: S7; This course is given July 16-July 20; MTWTH 8:00 a.m.-3:00 p.m.; BAIL405; G; Foster, C.

EPD 512-51 Institute on Functional Curricular Development for Secondary Age Handicapped Students

The Institute on Functional Curricular Development for Secondary Age Handicapped Students will offer information and techniques on modifying curriculum for handicapped students at the secondary level. The lectures and demonstrations will be conducted by professionals in the fields of curriculum, vocational education, special education, rehabilitation and health fitness.

Cr3.
Section 51: S7; Time and place to be arranged; G; TBA.

EPD 518-51 Hearing Impaired Children in Regular Classroom Settings

This course, to be held on Mackworth Island is sponsored by the Governor Baxter School for the Deaf in conjunction with the University of Southern Maine. It is specifically designed for parents and teachers of hearing impaired children, regular classroom teachers, speech/language therapists and resource room teachers. A faculty of recognized experts in the field of the education of the hearing impaired will present current information and approaches in the areas of audiological management, language assessment and intervention, the use of interpreting services and the adaptation and modification of materials. The format of the course includes lectures followed by small group working sessions to address practical applications. Contact Joe Fischgrund, 781-3165.

Cr3.
Section 51: S7; In regular classroom setting; This course is given July 9-13 at Baxter School for the Deaf; MTWTHF; G; TBA.

EPD 520-51 Southern Maine Writing Institute

The Southern Maine Writing Project, a writing project affiliated with the National Project Network, will conduct an intensive three-week writing institute for classroom teachers and language arts specialists designed to develop materials and presentations for subsequent in-service workshops. Graduate credit and recertification credit available. For further information, contact George Lyons at 780-5327.

Cr3.
Section 51: S7; This course is given June 25-July 13; MTWTHF 8:00 a.m.-4:00 p.m.; BAIL302; G; Rutherford, P.

EDU 514 Teaching Reading in Content Areas

This course explores techniques and processes that can be applied by content teachers to improve reading ability. Emphasis is on skills that must be applied by students in the

content areas and strategies for teaching them how to apply them - a process of integrating the teaching of reading/study skills while teaching a subject matter. The course has practical application for all classroom teachers in grades 4 through 12.

Cr3.
Section 01: S5; MW 8:15-11:30 a.m.; BAIL404; G; Macarthur, S.

HRD 333 Human Growth and Development

This course introduces developmental theory and research which encompasses the entire life span. Emphasis will be on prenatal development through adolescence, with an overview of adult development. A multi-disciplinary view of human development will be taken which considers stability as well as change throughout the life cycle. The interaction of hereditary and environmental factors will be considered in studying physical, cognitive, and psychosocial development.

Cr3.
Section 01: S1; MW 4:00-6:40 p.m.; BAIL205; G; Davis, C.

HRD 604 Life Span Development I

Examines the processes underlying growth, development and behavioral changes of humans from conception through adolescence. The interaction of biological and environmental factors will be considered in studying biological, cognitive, and psychosocial development during these earlier stages of the lifespan.

Cr3.
Section 01: S1; TTH 7:00-9:40 p.m.; BAIL207; G; Davis, C.

HRD 605 Life Span Development II

Examines the processes underlying growth, development and behavioral changes of humans from young adulthood through old age to death. The interaction of biological and environmental factors will be considered in studying biological, cognitive, and psychosocial development in adulthood.

Cr3.
Section 01: S4; MW 7:00-9:40 p.m.; BAIL205; G; TBA.

HRD 620 Fundamentals of Counseling Skills

This course emphasizes the development of fundamental counseling skills such as attending behavior, listening, reflection of feeling, paraphrasing and questioning. The course examines the process and content of the counseling interview as well as verbal and non-verbal factors which influence the interactions within the counseling relationship. Primary focus will be to help the student develop greater self-knowledge and skills in interpersonal communication within the counseling relationship. Prerequisite: Open to matriculated graduate students only. Cr 3.

Section 01: S1; MW 4:00-6:40 p.m.; BAIL403; G; Sutton, J.

HRD 623 Behavioral Intervention: A Psycholinguistic Approach

This course uses material from psychology, sociology, anthropology, computer science and other areas to develop a linguistic model and language or change in the counseling process. Patterns of successful communication in human interaction are investigated. Students from a variety of disciplines are encouraged to apply. Prerequisite: HRD 620 or its equivalent. Cr 3.

Section 01: S1; MW 4:00-6:40 p.m.; BAIL207; G; Williams, M.

HRD 626 Group Process and Procedures

The course focuses on the understanding of basic principles of group development and the recognition of the dynamics of group interaction. It also focuses on the improvement of personal interaction processes and their application to other group settings. Open to matriculated graduate students only. Cr 3.

Section 01: S1; MW 7:00-9:40 p.m.; BAIL321; G; Southworth, R.

HRD 665 Psychological Measurement and Evaluation

This course focuses on group tests and related measurement techniques. The course content includes a review of the history of testing, current issues, fundamental statistics for understanding and evaluating tests, selected aptitude, intelligence, achievement, interest and personality evaluation measures. Cr 3.

Section 01: S1; TTH 4:00-6:40 p.m.; BAIL404; G; TBA.

HRD 676 Human Learning

The aim of this course is to study the basic principles of learning as they relate to human behavior. Consideration is given to learning theories, related research and their application to the field of education. Emphasis is on student development of a theoretical position which will include a range of methods and approaches for personal educational practice. Cr 3.

Section 01: S5; MW 8:15-11:30 a.m.; BAIL207; G; Chronister, F.

HRD 633 Managing Adult & Continuing Education Programs

The purpose of this course is to study basic administrative skills necessary for the execution of an adult education program based on assessed needs of the community. The areas of concern include: a) goal-setting; b) coordination of human and physical resources including supervisory techniques, planning in-service needs and devising linkage systems; c) federal and state project development; and d) public relations management. Cr 3.

Section 01: S1; TTH 4:00-6:40 p.m.; BAIL205; G; TBA.

HRD 645-51 Gerontology and Adult Education Summer Institute

This institute provides the adult educator and the helping professional interested in gerontology with an opportunity to increase knowledge and sharpen program development skills in educational

gerontology. After examining demographic trends and considering the needs, interests, and capacities of the older person as an adult learner, attention is given to program development in schools, universities, health agencies, senior centers, housing sites, and other community educational settings. Attention is also given to educational strategies for improving services to older citizens through inter-professional seminars, community coalitions, and programs for families, neighbors, and friends of the elderly person. Educational responses to the needs of older workers is a third Institute program area, focusing on work/career/life planning and new work roles in later years. The overall objective of the Institute is to provide the participant with an intensive and up-to-date background in educational gerontology and create a forum for testing out program development ideas. For further information, contact Ann O'Neil or Will Callender at 780-5316. *Section 51: S5; G; Callender, W.*

HRD 686 Internship and Counselor Education

This course provides an opportunity for the student to integrate formal coursework with on-the-job experience in selected helping institutions. The course may be taken for 1 to 12 credit hours and is a post-practicum (HRD 690) experience. Prerequisite: Approval of the supervising professor. Cr 1-12.

Section 01: S7; Time and place to be arranged; G; Sutton, J.

HRD 690 Individual Counseling Practicum

This course is an intensive supervised experience in applying professional knowledge and skills to the practice of counseling with individuals. Role playing, video tapes, audio tapes and demonstrations are used in helping each student develop an integrated counseling style. Prerequisite: Approval of the supervising professor. Cr 3.

Section 01: S7; This course is given May 14 - August 17; MW 4:00-6:40 p.m.; BAIL401; G; Southworth, R.

HRD 698 Directed Study in Human Resource Development

This course provides students the opportunity to pursue a project independently planning and exploring an area of interest within the field of Human Resource Development. The project must be field based, intellectually sound and reflect a high caliber of performance. Specific content and methods of evaluation are determined in conjunction with the faculty supervisor. An approved proposal is a necessary prerequisite to registration. Cr 1-6.

Section 01: S7; Time and place to be arranged; G; Callender, W.

HRD 699 Independent Study in Human Resource Development

This course provides students the opportunity to pursue a project independently, planning and exploring a topic of interest within the field of Human Resource Development. The project must be library based, intellectually sound and reflect a high caliber of performance. Specific content and methods of evaluation will be determined in collaboration with the instructor. An approved proposal is a necessary prerequisite to register. Cr 1-6.

Section 01: S7; Time and place to be arranged; G; Sutton, J.

HRDX 681 Peer Counseling: Models and Training

The purpose of this course is to assist professionals who wish to develop a peer counseling program in a school, agency, or other institutional setting. Participants in the course will learn how to: (1) train lay persons in peer counseling; (2) plan and develop models for implementation; and (3) develop methods of evaluation. Cr 3.

Section 01: S7; This course is given June 25-June 29; MTWTHF 8:00 a.m.-4:00 p.m.; BAIL201; G; Carroll, M.

HRDX 682-51 Mediation Institute

An intensive one-week institute designed for professionals in human service settings where family, community or institutional conflict resolution skills are needed. This is an introductory course emphasizing basic concepts and strategies. It will include a practicum experience. Enrollment is limited. Graduate and recertification credits available. For further information, contact Dorothy Moore at 780-5371. Cr 3.

Section 51: S7; This course is given June 18-June 22; MTWTHF 8:00 a.m.-4:00 p.m.; BAIL201; G; Moore, D.

IEP 699 Independent Study

Cr 1-15.

Section 01: S7; Time and place to be arranged; G; Berry, A.

School of Business, Economics and Management

Undergraduate Business

ACC 201 Principles of Financial Accounting

An introduction to accounting principles and concepts. Emphasis is placed on understanding financial statements and the accounting for assets, liabilities, equities, revenue and expenses. Cr 3.

Section 01: S1; MW 7:00-9:40 p.m.; LUTH209; P; Sanders, J. Section 02: S2; MTW 8:15-11:30 a.m.; LUTH209; P; Violette, G.

ACC 202 Financial and Management Accounting

This course is designed for non-accounting majors. It deals with the selection and preparation of information which will serve to support and assist management in planning and controlling a firm's operations: the emphasis is on information needs for management

decision-making. Included are analysis of financial statements, changes in financial position, cost-volume-profit analysis, budgeting, income tax considerations, and quantitative techniques integrated with more traditional approaches. Prerequisite: ACC 201. Cr 3.

Section 01: S4; MW 7:00-9:40 p.m.; LUTH209; P; TBA. Section 02: S6; MTW 12:30-3:45 p.m.; LUTH209; P; Potts, A.

ACC 313 Federal Tax Reporting

An overview of federal tax laws as they affect individuals, partnerships, corporations, and related topics. Prerequisite: ACC 201. Cr 3.

Section 01: S1; MW 7:00-9:40 p.m.; PAYS208; P; Violette, G.

BUS 280 Business Law

This course, an introduction to the study of business law, includes a thorough survey of the preparation for and conduct of a civil lawsuit, a brief discussion of criminal law, and a broad overview of contracts, agency, negotiable instruments, partnerships, corporations, secured transactions, labor law, and bankruptcy. This course is intended to provide a broad overview of business law and the Uniform Commercial Code. Cr 3.

Section 01: S3; MTW 12:30-3:45 p.m.; PAYS202; P; TBA.

BUS 290 Introduction to Computers in Business

The role of the computer as an aid in managerial decision-making. Computer operation and programming fundamentals including flow charting and program writing in one of the common computer program languages emphasizing business applications. Cr 3.

Section 01: S4; TTH 7:00-9:40 p.m.; PAYS301A; P; Westfall, J. Section 02: S4; TTH 4:00-6:40 p.m.; PAYS301A; P; Westfall, J.

BUS 340 Principles of Management

A comprehensive survey of all phases of management in public and private sectors. The influences of human, social and political factors are interspersed with the treatment of management's structural and technical processes. Analyses focus on such themes as planning, decision-making, organizational design, supervisory skills, communications, and information systems. Prerequisites: ECON 201 and ECON 202. Cr 3.

Section 01: S2; MTW 12:30-3:45 p.m.; PAYS202; P; TBA.

BUS 360 Marketing

An introduction to the field of marketing normally through the use of a computer simulation game. The concepts of market segmentation, marketing mix strategy, and market systems development are presented along with an analysis of consumer behavior and the need for marketing research. Prerequisites: ACC 201, ECON 201, ECON 202, BUS 290, MS 109, MS 110, MS 211. Cr 3.

Section 01: S1; MTW 4:00-6:40 p.m.; PAYS211; P; TBA.

BUS 395 Cooperative Education - Business Administration I

The student has the opportunity to relate academic knowledge to practical experience in the business world. The University makes arrangements with certain institutions and/or industries to employ students to fill specific jobs on a semester basis. The student's work is in a related field, and the work experience increases in difficulty and responsibility as the student progresses through the academic curriculum. The work experiences are approved in advance by the faculty. Open to sophomores, juniors, and seniors in the School of Business, Economics and Management with permission. Cr 1-5.

Section 01: S7; Time and place to be arranged; Permission of Dean required; P; Palmer-Wright, M.

BUS 396 Cooperative Education - Business Administration II

Open to sophomores, juniors, and seniors in the School of Business, Economics and Management with permission. Prerequisite: BUS 395. Cr 1-5.

Section 01: S7; Time and place to be arranged; Permission of Dean required; P; Palmer-Wright, M.

BUS 397 Cooperative Education - Business Administration III

Open to juniors and seniors in the School of Business, Economics and Management with permission. Prerequisite: BUS 396. Cr 1-5.

Section 01: S7; Time and place to be arranged; Permission of Dean required; P; Palmer-Wright, M.

BUS 490 Independent Readings and Research

Selected topics in the various areas of accounting, finance, management, and marketing may be studied and researched on an independent basis. Prerequisites: senior standing and permission of the instructor and chairman of the department. Cr 1-6.

Section 01: S7; Time and place to be arranged; Permission of Dean required; P; Staff.

Economics

ECON 201 Principles of Economics I

A theoretical analysis of the basic characteristics, institutions, and operational activities of a modern capitalistic economy which is involved in the transformation of scarce economic resources into the goods and services demanded by consumers. Topics discussed include inflation, unemployment, government monetary and fiscal policy to achieve full employment and economic growth. Cr 3.

Section 01: S1; TTH 7:00-9:40 p.m.; LUTH510; P; Mckeil, R. Section 02: S2; MTW 8:15-11:30 a.m.; PAYS209; P; Mckeil, R.

ECON 202 Principles of Economics II

A theoretical analysis of the firm and its role in the transformation of scarce economic resources into the goods and services demanded by consumers. Special attention is focused on the development of a market mechanism for the exchange of goods, services, and resources within a capitalistic economy. Topics discussed include consumer preferences and consumer behavior, production theory and production costs, the monopoly firm, and resource pricing. Cr 3.

Section 01: S4; TTH 7:00-9:40 p.m.; PAYS209; P; TBA. Section 02: S3; MTW 12:30-3:45 p.m.; LUTH503; P; TBA.

ECON 340 History of Economic Thought

A survey of the development of basic economic principles and theories from pre-industrial times to the present. Major emphasis is on the Classical School (Smith, Ricardo, and Malthus), and its critics, the development of the Austrian School, the synthesis of Neo-Classicism, and the emergence of Macroeconomics. Prerequisites: ECON 201, ECON 202. Cr 3.

Section 01: S1; TTH 7:00-9:40 p.m.; PAYS211; P; Durgin, F.

ECON 399 Economic Development of Ireland

The objective of this course is to review the development of the Irish economy and to examine associated problems and policy issues starting from the Great Famine of 1847 and concluding with the accession to the European Economic Community. Cr 3.

Section 01: S3; MTW 8:15-11:30 a.m.; PAYS207; P; O'Carroll, D.

ECON 490 Independent Readings and Research in Economics

Independent study and research of various student selected areas of economics. Prerequisites: Senior standing and a completed independent study form (available from Registrar). Cr 1-3.

Section 01: S7; Time to be arranged; P; McMahon, R.

Associate Business

ABUS 111 Principles of Accounting I

An introduction to the accounting cycle, working papers, and financial statements. A practical emphasis on accounting methodology with coverage of inventory control, cash control, depreciation of plant assets and payroll. Cr 3.

Section 01: S1; MW 7:00-9:40 p.m.; PAYS202; P; TBA.

ABUS 112 Principles of Accounting II

A study of the procedures of accounting for owner's equity, long-term investments and the cost of manufacturing goods. the proprietorship, partnership, and corporation accounting techniques are developed in a practical approach. Prerequisite: ABUS 111. (not for SBEM baccalaureate) Cr 3.

Section 01: S4; MW 7:00-9:40 p.m.; PAYS209; P; Franco, C.

ABUS 190 Introduction to Computers in Business

This course focuses on the role of the computer as an aid in managerial decision making. Computer operation and programming fundamentals including flowcharting and program writing in one of the common computer programming languages emphasizes business applications. Provides a basic knowledge of computer concepts; "hands on" problem solving with the computer; and the impact of computers on the business world. Required for ABA program. Transfers to baccalaureate program, but does not replace BUS 290. Cr 3.

Section 01: S2; MWF 8:15-11:30 a.m.; PAYS207; P; Gutmann, J.

Graduate Business

MBA 691 Independent Study

Selected topics in the areas of Business and/or Administration may be studied and researched on an independent basis. Prerequisite: Permission of the instructor and the chairman of Graduate Studies in Business is required. Cr 1-3.

Section 01: S7; Time to be arranged; P; Wood, D.

School of Nursing

Nursing

NUR 199 Topics in Cross-cultural Health Care

The course analyzes the impact of cultural factors which influence health promotion, restoration and maintenance. Emphasis will be placed on the responses of different cultural groups to depleted health and the mechanisms that are developed to prevent, treat and otherwise respond to the health deficit. Health needs and health beliefs of a specific immigrant population will be examined by the student. Students will be guided toward an understanding of cross-cultural health care delivery. Cr 3.

Section 01: S1; MW 4:00-6:40 p.m.; PAYS200; P; Onu, D.

NUR 300 Nursing Process I

Introduces the student to basic cognitive, affective, and psychomotor skills fundamental to nursing practice. Utilization of nursing process is emphasized to assist individuals to promote and maintain optimal health. Concepts and selected theories provide a basis for understanding the factors which facilitate and/or inhibit the growth and development of human beings. Didactic classroom and experiential learning in the Learning Resource Lab provides the opportunity to practice and develop basic skills which will be applied in selected clinical settings. Cr 3.

Section L1: S1; TH 8:00 a.m.-4:00 p.m.; P; Bailow/Roche. Section 01: S1; WF 8:00 a.m.-1:00 p.m.; PAYS301A; P; Bailow/Roche.

NUR 308 Women and Health

An interdisciplinary approach will be used to explore and analyze the political, economic, legal and social factors influencing women's health. Topics will include women's work, health related legislation, women as receivers and deliverers of health care, health issues related to the reproductive cycle, lesbian health care, violence against women and Maine women's health needs. Students will have an opportunity to focus on an area of special interest.

Cr 3.

Section 01: S2; MTW 8:15-11:30 a.m.; PAYS306; P; Pearson, K.

NUR 401 Health-Related Research

Various types and methods of research and concepts basic to the research process including sampling, validity, reliability, and ethics will be introduced. The student evaluates and utilizes health-related research and considers implications for nursing practice and the nurse as a researcher. Prerequisites: statistics. Open to other than nursing students with permission of faculty.

Cr 3.

Section 01: S2; MTW 8:15-11:30 a.m.; PAYS304; P; Normandeau/Dubowick.

NUR 550 Applied Pathophysiology

This course will study the mechanisms and manifestations of disease within each of the major organ systems. Primary care diseases will be stressed. Lectures will introduce theoretical concepts of pathophysiology and develop an epidemiological framework. Periodic clinical pathological conferences (CPCs) will enable the student to do applied pathophysiology in a seminar setting.

Cr 3.

Section 01: S1; TTH 4:00-6:40 p.m.; PAYS301A; P; Friedman, C.

Therapeutic Recreation

THR 106, 107, 108, and 109 are all fee courses and begin July 16.

THR 106 Lifeline: Walk/Jog

Walk/Jog is a program designed for the sedentary person who, for one reason or another, is not in good physical condition. This aspect of Lifeline is essentially a routine of walking/jogging, calisthenics, stretching, and relaxation techniques. Exercise begins slowly and progresses each week. At the end of the ten weeks, one may elect to go into the intermediate program.

Cr 1.

Section 01: S7; MWF 6:45-7:30 a.m.; GYMPCGYM; P; Sullivan, J. Section 02: S7; MWF 4:30-5:15 p.m.; GYMPCGYM; P; Sullivan, J. Section 03: S7; MWF 6:00-6:45 a.m.; GYMPCGYM; P; Sullivan, J. Section 04: S7; MWF 12:00-12:45 p.m.; GYMPCGYM; P; Sullivan, J. Section 05: S7; MWF 6:00-6:45 a.m.; GYMPCGYM; G; Sullivan, J. Section 06: S7; This course is offered at Cape Elizabeth High School; MWF 6:15-7:00 a.m.; P; Sullivan, J.

THR 107 Lifeline: Aerobic Dance

Aerobic Dance is a choreographed exercise program focusing on aerobic conditioning, muscular endurance, postural flexibility, and relaxation. Simple dances ranging from slow stretching warm-ups to strenuous rhythmical routines are fol-

lowed by mat work to improve muscle tone, strength, and flexibility. The program develops proper body alignment and maximum range of motion. Various relaxation techniques are explored at the end of each class.

Cr 1.

Section 01: S7; MWF 11:30 a.m.-12:30 p.m.; GYMPCGYM; P; Sullivan, J. Section 02: S7; MWF 5:00-6:00 p.m.; GYMPCGYM; G; Sullivan, J. Section 03: S7; This course is offered at Trinity Church in Portland; MWF 4:15-5:15 p.m.; P; Sullivan, J. Section 04: S7; This course is offered at Trinity Church in Portland; MWF 5:30-6:30 p.m.; P; Sullivan, J. Section 05: S7; MWF 6:00-7:00 a.m.; GYMPCGYM; P; Sullivan, J.

THR 108 Lifeline: Aquatics

Aquatics is a cardiovascular exercise program for those who prefer swimming. Non-swimmers may also participate, as many of the exercises can be performed in the shallow end of the pool. A combination warm-up/water calisthenics routine is followed by a peak exercise period where heart rates are elevated to improve cardiorespiratory endurance. The exercise session ends with a cool-down period of slow walking and swimming, and final stretch downs on the pool deck.

Cr 1.

Section 01: S7; This course is offered at the South Portland Municipal Pool; MWF 6:00-6:45 a.m.; P; Sullivan, J. Section 02: S7; This course is offered at the Portland Riverton Pool; MWF 6:00-6:45 a.m.; P; Sullivan, J. Section 03: S7; This course is offered at the Portland Riverton Pool; MWF 6:45-7:30 a.m.; P; Sullivan, J.

THR 109 Lifeline: Weight Training
Lifeline offers a supervised training program for boys and girls 14 to 18 years of age. Courses are offered throughout the year utilizing the Lifeline Bodyshop. The program is designed to teach proper conditioning values and techniques; increase muscular strength and endurance; increase flexibility; and increase cardiovascular conditioning. Cr 1.
Section 01: S7; Plus one other class time per week; WF 1:00-2:00 p.m.; GYMPCYM; P; Sullivan, J. Section 02: S7; Plus one other class time per week to be announced; TTH 10:00-11:00 a.m.; GYMPCYM; P; Sullivan, J. Section 03: S7; Plus one other class time per week to be announced; TTH 1:00-2:00 p.m.; GYMPCYM; P; Sullivan, J.

THR 215 Social Recreation
Techniques of leadership, participation, planning for recreation in social settings for all ages -- parties, programs, special events. Repertoire -- mixers, dances, games, songs, and skits. Creativity stressed. Cr 3.
Section 01: S3; MTW 8:15-11:30 a.m.; GYMPCYM; P; Willard, N.

THR 219 Personal Fitness
This course is intended to help the student understand the basics of health/ physical fitness and the importance of it in relation to total lifestyle. In addition to lecture/ discussion, all students will go through a fitness evaluation and be expected to attend exercise lab three times per week. Offered both semesters, 90-minute lecture, three hours lab. Cr 3.
Section 01: S1; MW 7:00-9:40 p.m.; GYMPCYM; P; Folsom, R. Section 02: S4; MW 7:00-9:40 p.m.; GYMPCYM; P; Folsom, R.



THR 295 Internship
Preprofessional assignment in appropriate recreation settings (e.g., nursing homes for the aged, institutions, agencies, halfway houses, hospitals, parks, camps, playgrounds, schools for the handicapped, penal institutions, and rehabilitation centers). Faculty supervision and guidelines provided. Prerequisite: THR 113, 294, and 30 credit hours. Cr 9.
Section 01: S7; Time and place to be arranged; MTWTHF; P; Meyer, L.

THR 495 Internship
This course is to be taken in the senior year. Students are required to work a minimum of 32 to 40 hours a week at a camp, recreation department, school, agency, hospital, institution, or nursing home. Students are expected to select three different experiences, approximately five weeks at each, when possible, and must keep a daily log of their experiences to be passed in to the instructor at the end of the semester. A University supervisor will visit and evaluate each student at least three times during the internship. Prerequisite: THR 494. Cr 9.
Section 01: S7; Time and place to be arranged; MTWTHF; P; Meyer, L.

Courses by Session

Session 1: May 14-June 29

ABUS 111	Principles of Accounting I
ACC 201	Principles of Financial Accounting
ACC 313	Federal Tax Reporting
BIO 101K	Biological Principles
BUS 360	Marketing
COM 150	Business Communication
COM 190	Media and Children
CS 100D	Introduction to Computer Science
CS 140D	Programming in FORTRAN
CS 160D	Structural Problem Solving - PASCAL
CS 230	Programming in COBOL
ECON 201J	Principles of Economics I
ECON 340	History of Economic Thought
EDU 321	Developmental Reading II
EDU 600	Research Methods & Techniques
EDU 662	Practicum in Exceptionality
ENG 100C	College Writing
ENG 120H	Introduction to Literature
ENG 209	Business & Report Writing
ENG 389	Writers of Maine
ENG 392	20th Century British Novel
GEOL 111K	Physical Geology
HIST 101I	Western Civilization I
HIST 131I	U.S. History to 1877
HIST 200	Reference, Research & Writing
HRD 333J	Human Growth & Development
HRD 604	Life Span Development I
HRD 620	Fundamentals of Counseling Skills
HRD 623	Behavioral Intervention
HRD 626	Group Process & Procedure
HRD 633	Managing Adult & Continuing Education Programs
HRD 665	Psychological Measurement & Evaluation
ITP 300	Modern Industry
ITP 310	Plant Layout & Material Handling
ITP 350	Conference Leading
ITP 360	Motion and Time Study
ITP 370	Occupational Job Analysis
MS 010	Elementary Algebra
MS 011B	Intermediate Algebra
MS 109D	Linear Systems
MS 110D	Elementary Math Analysis
MS 120D	Introduction to Statistics
MS 211D	Probability
MS 212D	Statistics
MUS 204	Symphonic Literature
NUR 199	Cross-Cultural Health Care
NUR 300	Nursing Process I
NUR 550	Applied Pathophysiology
PLY 103E	Introduction: Human Alienation
POL 101J	Introduction to American Government
PSY 101J	General Psychology I
PSY 223	Child Development
SOC 100J	Introduction to Sociology
THR 219	Personal Fitness

Session 2: May 14-June 8

ABUS 190	Introduction to Computers in Business
ACC 201	Principles of Financial Accounting
ARTH 111G	History of Art I
ARTS 141F	Fundamental Design I
ARTS 151F	Fundamental Drawing I
ARTS 231	Ceramics
BUS 340	Principles of Management
COM 290	Small Group Communication
ECON 201J	Principles of Economics I
EDU 200	Studies in Educational Foundations
EDU 301	Elementary School Curriculum
ENG 161	Fiction Genre
HIST 348	Religion in America
HIST 548	Religion in America
ITT 241	Graphic Arts Technology
MUS 110F	Fundamentals of Music
NUR 308	Women and Health
NUR 401	Health-Related Research
OCN 100K	Introduction to Oceanography
PLY 103E	Introduction: Human Alienation
POL 120	Government & Politics of Maine
PSY 101J	General Psychology I
PSY 235	Psychology of Women
PSY 330	Social Psychology
SOC 100J	Introduction to Sociology
SOC 330	Sociology of the Family
THE 120F	Fundamentals of Acting

Session 3: June 18-July 13

ARTS 261	Painting
ARTS 412	Topics in Studio Art
BUS 280	Business Law
ECON 202J	Principles of Economics II
ECON 399	Economic Development of Ireland
ENG 210	News, Feature Writing
MUS 100G	Music Appreciation and History
PSY 102	General Psychology II
PSY 333	Psychopathology
THE 170	Public Speaking
THE 290F	Oral Interpretation
THR 215	Social Recreation

Session 4: July 2-August 17

ABUS 112	Principles of Accounting II
ACC 202	Financial Management Accounting
ART 101G	Introduction to Art
ARTE 428	Independent Study
ARTS 142	Fundamental Design II
ARTS 152	Fundamental Drawing II
BUS 290D	Introduction to Computers in Business
ECON 202J	Principles of Economics II
ENG 310	Advanced Newswriting
HIST 102I	Western Civilization II
HIST 132I	U.S. History since 1877
HIST 321	History of Maine

HRD 605	Life Span Development II
ITP 370	Occupational Job Analysis
MS 010	Elementary Algebra
MS 011B	Intermediate Algebra
MS 109D	Linear Systems
MS 110D	Elementary Math Analysis
MS 120D	Introduction to Statistics
MS 140D	Pre-Calculus Mathematics
MS 211D	Probability
MS 212D	Statistics
PSY 224	Adolescent Development
SOC 100J	Introduction to Sociology
SOC 200	Social Problems
THE 170	Public Speaking
THR 219	Personal Fitness

Session 5: June 25-August 3

BIO 281	Microbiology and Disease
BIO 282	Microbiology and Disease Lab
BIO 491	Biochemistry
CHEM 100	Foundations for College Chemistry
COM 102J	Introduction to Communication
EDU 303	Developmental Reading I
EDU 322	Remedial Reading
EDU 501	Introduction to Computer Applications
EDU 505	Preparation of Classroom Materials
EDU 514	Teaching Reading in Content Areas
EDU 600	Research Methods & Techniques
EDU 604	Curriculum Development
EDU 620	Foundations of Reading Instruction
EDU 670	Introduction to Administration
EDU 671	Organizational Behavior
EDU 678	School Law
EDU 679	Evaluation & Supervision of School Personnel
EDUX 669	Methods & Materials for Teaching Children with Moderate/Severe Handicaps
ENG 100C	College Writing
ENG 120H	Introduction to Literature
ENG 261H	Shakespeare
HRD 645	Gerontology & Adult Education
HRD 676	Human Learning

Session 6: July 23-August 17

ACC 202	Financial Management Accounting
ARTH 112G	History of Art II
ARTS 271	Photography
EDU 305	Teaching Elementary School Math
EDU 308	Teaching Elementary School Science
EDU 336	Children's Literature
PLY 101E	Introduction: Man and his Will



Session 7: Variable Dates

BUS 395	Cooperative Education: Business Administration I	HRDX 681	Peer Counseling Model & Training
BUS 396	Cooperative Education: Business Administration II	HRDX 682	Mediation Institute
BUS 397	Cooperative Education: Business Administration III	IEVI 440	Related Occupational Experience
BUS 490	Independent Reading & Research	IVEI 310	Methods & Materials of Instruction in Vocational Education
CHEM 101K	Introduction to Chemistry	MS 104D	Topics in Math I
CHEM 102K	Introduction to Lab Measurement	MS 120D	Introduction to Statistics
CHEM 103	Introduction to Organic Biochemistry	MS 140D	Pre-Calculus Mathematics
CHEM 104	Introduction to Organic Biochemistry Lab	MS 152D	Calculus A
CHEM 113	Principles of Chemistry I	MS 153D	Calculus B
CHEM 114	Techniques I	MS 252D	Calculus C
COM 430	Internship	MUED 521	Current Trends in Music Education
CS 100D	Introduction to Computer Science	MUED 522	Vocal Workshop
CS 234	Computer Programming for Elementary Teachers	MUED 523	Instrumental Conducting Workshop
CS2D 549	Computer Programming - Software	PE 311	Coaching Soccer: Philosophy & Methods
CS2D 549	Computer Programming - PASCAL	PE 315	Field Hockey Philosophy & Fundamentals
CS2D 549	Computer Programming - LOGO	PEI 242	Experiential Education: Outward Bound
EDU 524	Supervised Practicum in Reading Disabilities	PEI 343	Experiential Education: Outward Bound
EDU 529	Reading Clinic	PEI 353	Teacher Training in Experiential Education
EDU 633	Special Applications of Reading Methods	POL 352	Private Sector Internship
ENG 302F	Fiction Workshop	POL 353	Municipal Administration Internship
ENG 303F	Poetry Workshop	POL 354	State Internship
ENG 502	Fiction Workshop	POL 355	Congressional Internship
ENG 503	Poetry Workshop	POL 356	Washington Internship
ENG 504	Writing the Contemporary Novel	SOC 395	Internship
EPD 503	1984 Arts Education Institute	THE 199	Summer Theater Production
EPD 511	Middle School Summer Institute	THE 274	Journalistic Drama Criticism
EPD 512	Institute on Functional Curricular Development for Secondary Age Handicapped Students	THR 106	Lifeline: Walk/Jog
EPD 518	Hearing-Impaired Children	THR 107	Lifeline: Aerobic Dance
EPD 520	Writing Institute	THR 108	Lifeline: Aquatics
FRE 101	Beginning French Lab I	THR 109	Lifeline: Weight Training
FRE 101	Beginning French I	THR 295	Internship
FRE 102	Beginning French Lab II	THR 495	Internship
FRE 102	Beginning French II		
GEOL 350	Geological Field Methods		
HIST 534	Maine History and Travel		
HRD 686	Internship in Counselor Education		
HRD 690	Individual Counseling Practicum		
HRD 698	Directed Study		

Division of Public Service

The Division of Public Service is responsible for the development, coordination, and support of all non-credit programming at USM. Among the units within the division offering courses during the 1984 Summer Session are the Department of Conferences, the Department of Continuing Education for Nursing and Health Professions, and Greater Portland Lifeline.

The division offers Continuing Education Units (CEUs) for many courses offered in the various departments. CEUs are a nationally accepted measurement applicable to non-credit courses. Participants may attend many different programs while accumulating a nationally uniform permanent record.

For more information on any of the programs, please contact the appropriate department:
Public Service 780-4092
Conferences 780-4074
Community Programs 780-4045
Nursing and Health Professions 780-4150
Business and Industry 780-4093
Lifeline 780-4170

Community Programs

The Department of Community Programs serves all segments of the community with a wide variety of non-credit programs designed for adults who require courses with convenient times, lengths, and locations. Programs are taught by professionals who share their knowledge and skills while providing a practical approach to relevant subjects. The Department offers certificate programs designed to expand and upgrade professional skills.

The Department of Community Programs is located in Room 103, Payson Smith Hall on the Portland campus. Drop by and we'll be happy to answer your questions about upcoming courses, or call 780-4045. VISA and MasterCard registrations are welcome. Office hours: 8:00 A.M. to 5:00 P.M.

Becoming a Travel Agent Six Thursdays beginning May 3, 1984

This six-week course is designed for all those wishing to explore or prepare for a career as a travel agent. The course will present a general overview of the travel agent's job including the role and functions of a travel agent and the skills required. Under the guidance of an experienced agent, you will become aware of the many rewards, the recurring problems, and the varied responsibilities you can expect to find should you choose a career as a travel agent.

Institute for Women in Business and Management June 5-8

A group of women managers, together with the Department of Community Programs, have planned a retreat for professional working women. Away from the pressures to compete and achieve, women are invited to become refreshed, renewed, and to participate in the development of a woman's style of management.

In a rustic setting on the coast of southern Maine, this retreat will address the needs of the whole woman. Recognizing that feeling physically well is part of being competent, participants' physical and aesthetic selves will be nourished through relaxation, exercise, and outdoor activities.

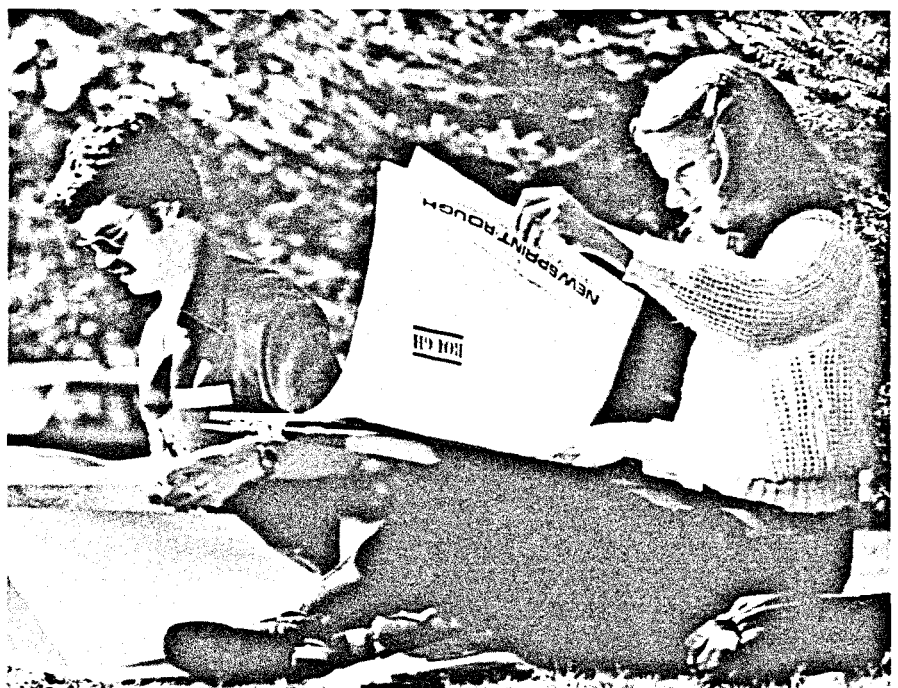
Contact the Department of Community Programs for full details and registration materials.

Know Before You Go

The Department is sponsoring two seminars: *Know Before You Go* for students and backpackers and *Know Before You Go* for tourists and business people. The seminars are designed to teach travelers both the obvious and subtle aspects of understanding and moving within other cultures.

Among the topics to be covered are: monetary exchange; getting the best food values; transportation; and selecting accommodations.

The Department is also in the process of scheduling intensive conversational language courses in *French*, *Spanish*, and *German*. The courses are designed to be immediately applicable for those who are planning to travel, and for those who may be hosting foreign visitors.



Whale Watch

Join other adventure seekers on a whale watch excursion in June. We will be traveling aboard the M/V CETACEA out of Newburyport, Massachusetts, with Scott Mercer, marine biologist and co-author of *The Great Whale Watch Book*. Please call 780-4045 for details.

Department of Conferences

The primary goal of the Department of Conferences is to provide a forum for qualified resource people to share with others information, develop ideas, upgrade professional skills, and develop a greater understanding of current problems. The Department will provide specialized services to governmental agencies, professional organizations, private business, and community groups in the areas of program design, planning, and development.

The department offers a total conference planning service. The staff will help in planning a program and its content. They can assist in selection of the following facilities and services: University residence/dining halls; University recreation facilities; cultural resources such as art galleries, summer theater, and concerts in the Greater Portland area; classroom, auditorium facilities; referral to local motels for housing during the academic year; and area tourist facilities.

The department will also assist in promotion and publicity; meeting facilities; registration services; special arrangements, including the selection of resource people; and post-conference evaluations, reports, and financial statements.

Program costs will vary with the number of participants, length of program, and special requirements. The staff will prepare a budget to include cost of service desired and will be responsible for collection of fees, payment of expenses, and preparation of a financial statement at the completion of the conference.



Soccer Camp

Boys' Junior Week (ages 11-14)

July 15-20

Boys' Senior Week (ages 15-17)

July 22-27

The purpose of the Soccer Camp is to provide progressive instruction in the basic soccer skills for young players. It is a technique and tactics program, not a recreational program. All sessions will be organized and demonstrated by licensed United States Soccer Federation teachers, under the direction of Chris Baumann, USM head soccer coach.

Each year the demand for this camp grows, but we will continue to limit enrollment to 100 campers per session. This limit enables us to provide the high quality, individualized instruction for which the Soccer Camp is well known. The fee includes registration, tuition, accident insurance, facilities, a copy of the USSF Soccer Rules Guide, and a Soccer Camp jersey. The boarder fee of \$190.00 includes room and board at the USM Gorham campus. The commuter fee is \$165.00.

Each person must have a soccer ball. You may bring your own or purchase one at Camp for \$15.00.

To register, please send name, address, age, sex, and session desired to: USM Soccer School, Department of Conferences, University of Southern Maine, 96 Falmouth Street, Portland, Maine 04103. Registrations are accepted on a first-come, first-served basis.

Southern Maine Music Camp July 8-21

The Southern Maine Music Camp will offer a two-week concentrated musical experience for high school students. Major ensembles offered this summer include concert band, jazz band, and choir. In addition, the campers will be involved in chamber music and will study basic music theory and music history. Several faculty recitals will be presented and the closing concert will provide an exciting climax to the camp.

The major ensemble conductors will be Peter Martin, concert band, and Bob Russell, choir. These conductors will be joined by other instructors and guest lecturers throughout the two weeks in areas such as voice, percussion, piano, brass, woodwind, theory, and history. The Music Camp is under the general direction of John Boden of the USM music department.

Students can register as either a resident or a commuter. The fee for commuters is \$155.00, which includes tuition, registration fees, and scores. The resident fee is \$340.00, which includes tuition, registration fees, scores, and full room and board for the two weeks.

The program starts at 8:00 a.m. and ends at 5:00 p.m. each day. Individual lessons are available and can be arranged prior to the camp opening or when students arrive. Individual practice time and various extracurricular activities have also been planned.

To register for the Southern Maine Music Camp, please send your name, address, age, sex, instrument, and choice of resident or commuting status to: Department of Conferences, University of Southern Maine, 96 Falmouth Street, Portland, Maine 04103, or call 780-4074.

Requests for information regarding the Southern Maine Music Camp program should be directed to: John Boden, USM Music Department, Gorham, Maine 04038, or telephone 780-5269.

Computer Camp
Beginners, August 5-10
Intermediates, August 12-17

USM has again developed two consecutive week-long residential computer experiences for beginner and intermediate junior high and high school students. Beginners' Camp is for students with no knowledge and for students with the ability to run prepared programs. The camp will provide the beginning microcomputer user with an understanding of the rudiments of programming and develop a foundation for more advanced techniques. The camp for intermediates is for students with some programming skills who have written and debugged their own programs. It is designed to provide programmers the time and resources to explore a variety of topics. Current computer professionals will provide seminars on topics from assembly language and graphics to file handling and user groups.

Students can register as residents or commuters. All campers may register for both sessions.

For more information and registration materials contact: Department of Conferences, University of Southern Maine, 96 Falmouth St., Portland, Me. 04103.

SWISH Basketball Camp
Senior Girls' Week (grades 10-12) June 24-29
Junior Girls' Week (grades 7-9) July 8-13
Senior Boys' Week (grades 10-12) August 5-10
Junior Boys' Week (grades 7-9) August 12-17

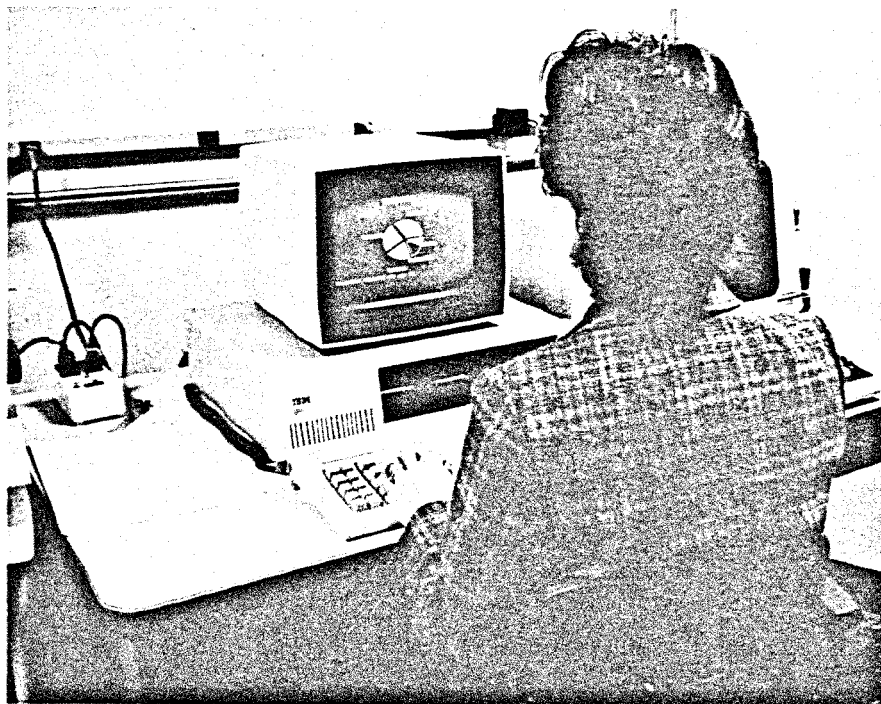
The 1984 SWISH Basketball Camp will again be under the direction of Bob Brown, assistant basketball coach at Boston University. Coach Brown, formerly head coach at South Portland High School, is an outstanding clinician and speaker, bringing extensive experience working with motivating young players. Coach Brown will be joined by a number of outstanding clinicians and lecturers from throughout the country. Continuing in the position of camp director will be Joey Bouchard, USM head basketball coach.

The SWISH Camp experience seeks to provide instruction in all phases of basketball to boys and girls entering grades 7 through 12. Each camper will receive individual, team, and group instruction. The camp fea-

tures training concepts and programs, discussion on the care and prevention of basketball injuries, team concepts, modern facilities, divisions of competition, and a positive approach to the world of basketball.

The SWISH Camp registration fee for either session is \$200.00 for boarders or \$180.00 for commuters. The boarder fee includes tuition, room and board, a SWISH shirt, and accident insurance. The commuter fee does not include room or breakfast, but does include a noon and evening meal. A \$50.00 nonrefundable deposit must accompany your registration form. Registration is limited with applications accepted on a first-come, first-served basis.

To register for one of the SWISH Basketball Camp sessions, please send the name, address, age, sex, and session desired to: SWISH Basketball Camp, Department of Conferences, University of Southern Maine, 96 Falmouth Street, Portland, Maine 04103.



STIX Field Hockey Camp

July 1-6

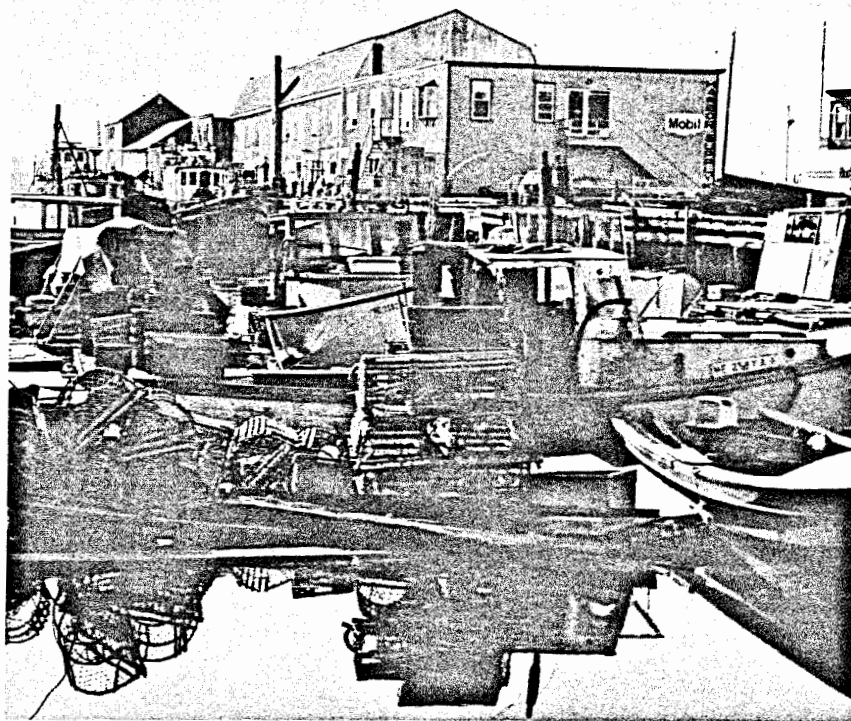
July 29-Aug. 3

The objective of the Field Hockey Camp is to provide the highest quality instruction in all phases of field hockey to girls entering grades 7 through 12. Emphasis will be placed on individual and team instruction, fair play, positive thinking, and the world of field hockey. The camp will feature training concepts and programs, discussion on the care and prevention of injuries, modern facilities, and division of competition.

The camp will be under the direction of Janet Willis, head coach at South Portland High School. For the past three years, Coach Willis has been the director of the Northeast Field Hockey Camp; she has also coached the Memorial Junior High School team to five championships in the Greater Portland League in the past five seasons. Joining Coach Willis will be other high school and college coaches from throughout New England.

The registration fee includes tuition, camp shirt, accident insurance, and a copy of field hockey rules. The commuter fee of \$145.00 includes lunch each day, while the boarder fee of \$185.00 includes room and board on the Gorham campus. A \$50.00 nonrefundable deposit must accompany your registration. Registration is limited with applications accepted on a first-come, first-served basis.

To register, or for further information, please contact: STIX Field Hockey Camp, Department of Conferences, University of Southern Maine, 96 Falmouth Street, Portland, Maine 04103.



Elderhostel

Week I: July 15-22

Week II: July 23-28

Week III: Aug. 5-11

Elderhostel, a network of over 400 colleges, universities, and other schools, combines the best tradition of education and hosting. The USM Elderhostel offers week-long academic programs to people over the age of 60 or to those whose spouse or companion qualifies.

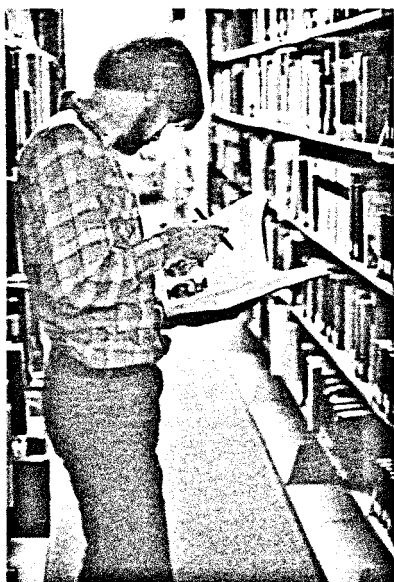
The University of Southern Maine will offer three weeks of Elderhostel this summer. The courses being offered in this summer's Elderhostel are both challenging and exciting. The courses are non-credit and are taught by University faculty members. There are no exams, no grades, and no required homework. The courses in general do not presuppose previous knowledge of the subject. Lack of formal education is not a barrier. Whether you've finished grade school

or earned a Ph.D., if you have an adventurous spirit, you're perfect for Elderhostel.

The registration fee for one week of Elderhostel at USM is \$180.00. This includes tuition, room and board for the week (Sunday dinner through Saturday lunch), and the various extracurricular activities available to hostellers. For local Elderhostellers who do not wish to live on campus, the registration fee is \$85.00. The program will be held on the Gorham campus.

To register, please send your name, address, age, and Social Security number, along with the Elderhostel week you want to attend to: Elderhostel, Department of Conferences, University of Southern Maine, 96 Falmouth Street, Portland, Maine 04103.

The course offerings for each of the Elderhostel weeks are as follows:



Elderhostel Week I

July 15-22

Ethics in Business Can philosophers communicate with business people? This course addresses some of the challenging ethical issues confronting today's businessmen and businesswomen.

Non-Verbal Behavior Participants will take a brief look at recent research in nonverbal behaviors of women and men, discuss their own experiences and participate in a research project.

Downeast: An Introduction to the History of Maine A brief survey of the history of the state of Maine, from discovery to the present, with special emphasis on Greater Portland. A bus tour of historic places in Portland is part of the course.

Elderhostel Week II

July 23-28

Exercise and Fitness The main objective of this "action-oriented" course is the hows and whys of exercise, designed to help those "over 50s" learn about exercise and fitness.

Man and Myth: The *Odyssey* of Homer Homer's *Odyssey* is commonly considered to be one of the Western world's greatest poetic achievements. The story is woven of many strands, and deals with issues basic to human existence. We'll read the English translation and discuss the issues raised by the poem.

Abraham Lincoln and Hannibal Hamlin A discussion of Lincoln, a figure of intrinsic value and enduring fascination, and his vice-president, Hannibal Hamlin, one of Maine's finest statespersons.

Elderhostel Week III

August 5-11

Basic Personal Accounting: Recordkeeping for the Lay Person An introduction to accounting and recordkeeping taught in a non-technical fashion: includes related topics of income taxes, pensions, business law and investments.

Celebrated Rhetoric in American History Reading and discussion of fourteen celebrated American speeches and essays, covering the period from 1620-1963, which have affected our country.

The Age of Computers This course will examine the use of computers in our personal lives. Opportunities will be provided for students to use small computers.

Navigation

I. June 18-22

Coast Piloting and Navigation A minimum of six sessions will be spent on a cruising sailboat in Casco Bay. You will be introduced to techniques of coast piloting using both historical and modern electronic methods. Course includes: elements of piloting; dead reckoning; relative motion; measuring boat speed; use of nautical charts; and practical application.

II. June 25-28

Celestial Navigation This course will emphasize techniques of modern celestial navigation. Participants will spend a minimum of eight hours on board a cruising sailboat applying celestial techniques. Some night sailing will be mandatory. Topics will include: celestial navigation instruments; nautical almanac; the celestial sphere; time and time measurement; the noon sight; and practical application.

Department of Continuing Education for Business and Industry

The Department of Continuing Education for Business and Industry (CEBI) assists southern Maine employers by offering a variety of seminars, courses, and programs to meet identified needs. Through its advisory boards, the department involves business and industry representatives in the planning, implementation, and evaluation of its offerings. These individuals represent nearly all sectors of the regional economy as well as small, medium, and large firms.

CEBI's instructional staff consists of faculty and staff from USM and individuals from business and industry. The expertise represented by this extensive resource covers nearly every potential topic of interest to area organizations.

All offerings of the department are non-credit and carry CEUs when they meet the requirements of certificate programs.

Representatives of business, industry and non-profit organizations desiring more information about the department's programs or services should contact Dana R. Darling, Department of Continuing Education for Business and Industry, University of Southern Maine, 96 Falmouth Street, Portland, Me. 04103; telephone 207-780-4092/93.

Department of Continuing Education for Nursing and Health Professions

The Department of Continuing Education for Nursing and Health Professions provides continuing education offerings for health professionals such as nurses, pharmacists, physical therapists, occupational therapists, dieticians, respiratory therapists, and others at locations throughout the state of Maine. Programs are offered using a variety of formats, including workshops, seminars, and evening courses.

Cost Benefit of Staff Development

May 11

An examination of the economic issues concerning staff development in hospitals, community health, and long-term care facilities.

Oncology Nursing: Development of a Specialty

May 15 and 16

This workshop is designed to provide an update on medical and nursing management trends of patients with cancer.

Dysrhythmia Recognition and Intervention

May 22-June 12

An intermediate course focusing on atrial pattern disturbance.

The Hospice Concept

June 6

The philosophy of hospice care, hospice types, ethical issues, role of volunteers and other issues will be explored.

Seminar for Camp Nurses

June 9

An examination of new trends and theories involved in nursing at an organized campsite. Prevention activities, management of common health problems, and crisis intervention are explored.

Physical Assessment of the School-Age Child

June 18-21

This activity course will focus on basic physical assessment skills school nurses can use to expand their nursing assessment with school-age children.



Lifeline

The Lifeline Adult Fitness Program is a comprehensive approach to cardiovascular disease prevention, intervention, and rehabilitation. Classes for sedentary but healthy adults are offered, including walking/jogging, aquatics fitness, and dance fitness. All participants undergo medical screening and fitness assessments before receiving individual exercise prescriptions.

Lifeline promotes adult learning through courses in stress management, smoking cessation, weight control, and nutrition counseling. All Lifeline activities are designed to promote positive lifestyle changes through education and exercise. Lifeline Adult Fitness Programs generally require medical clearance. Application to all programs should be made well in advance. All inquiries are welcomed at 780-4170.

Aerobics Programs Starting Date: July 16

Walk/Jog is a program designed for the sedentary person who is not in good physical condition. This aspect of Lifeline is essentially a routine of walking/jogging, calisthenics, stretching, and relaxation techniques. Exercise begins slowly and progresses each week. At the end of ten weeks, one may elect to go into the intermediate program.

Aquatics is a cardiovascular exercise program for those who prefer swimming. Non-swimmers may also participate, as many of the exercises can be performed in the shallow end of the pool. A combination warm-up/ water calisthenics routine is followed by a peak exercise period where heart rates are elevated to improve cardiorespiratory endurance.

The exercise session ends with a cool-down period of slow walking and swimming, and final stretch downs on the pool deck.

Aerobic Dance is a choreographed exercise program focusing on aerobic conditioning, muscular endurance, postural flexibility, and relaxation. Simple dances ranging from slow stretching warm-ups to strenuous rhythmic routines are followed by mat work to improve muscle tone, strength, and flexibility. The program develops proper body alignment and maximum range of motion. Various relaxation techniques are explored at the end of each class.

Other programs available through Lifeline include Heartline, Bodyshop, and the No Smoking—I Quit program. For additional information regarding these and other programs, please contact the Lifeline Office at 780-4170.



Center for Real Estate Education

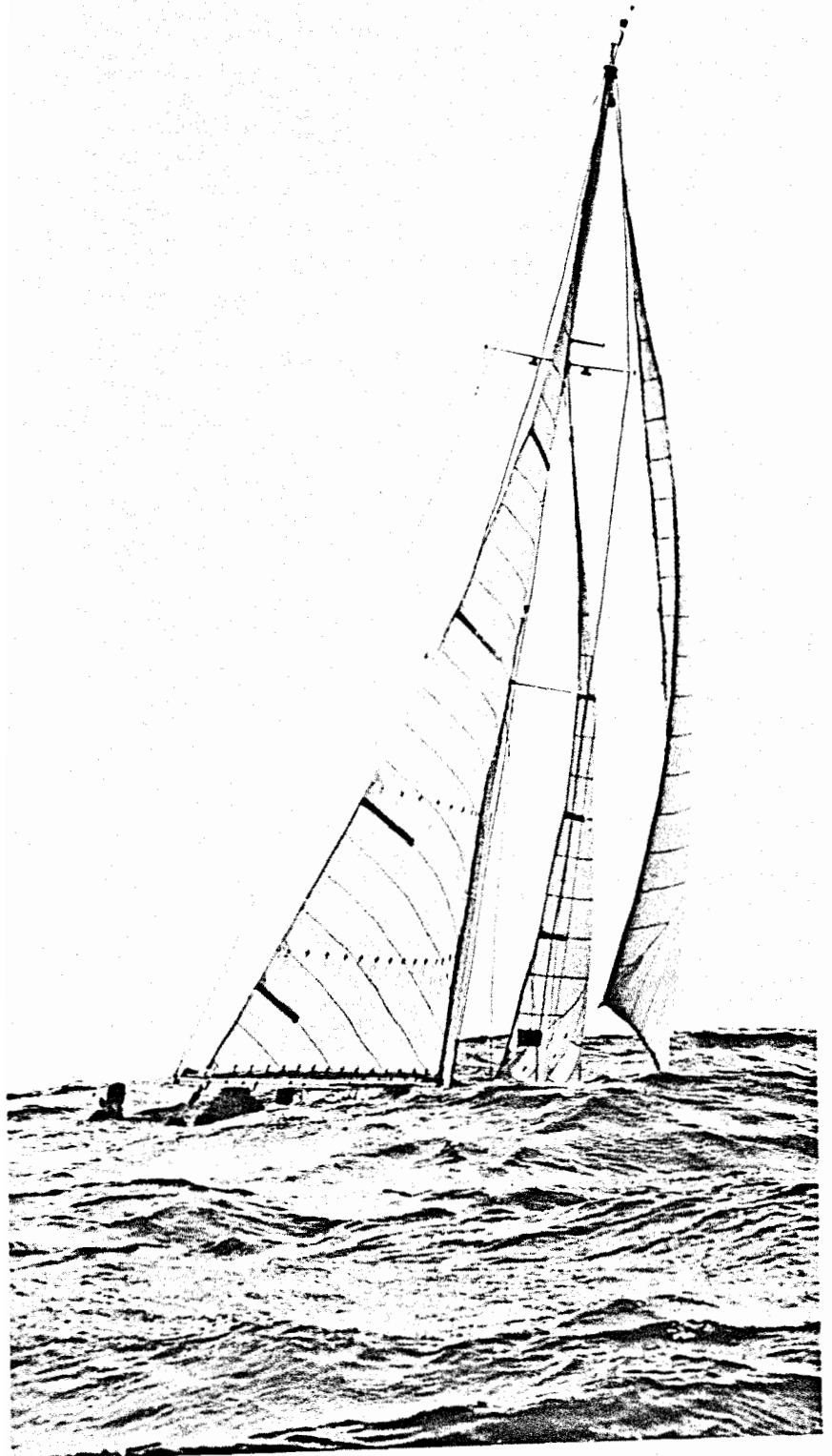
The Center for Real Estate Education was founded in 1977 by a grant to the University from the Maine Real Estate Commission. The Center's functions include maintenance of the curriculum for the three courses required for Maine Real Estate Brokers' exam: Real Estate Law, Real Estate Property Valuation, and Real Estate Practice. The Center offers these courses in southern Maine each semester: in Portland and, through the Division of Basic Studies, in Saco or Sanford.

The Center also offers continuing education courses and seminars (including television courses) for licensed salespeople and brokers statewide. These courses and seminars are also available to anyone who has an interest in real estate related subjects.

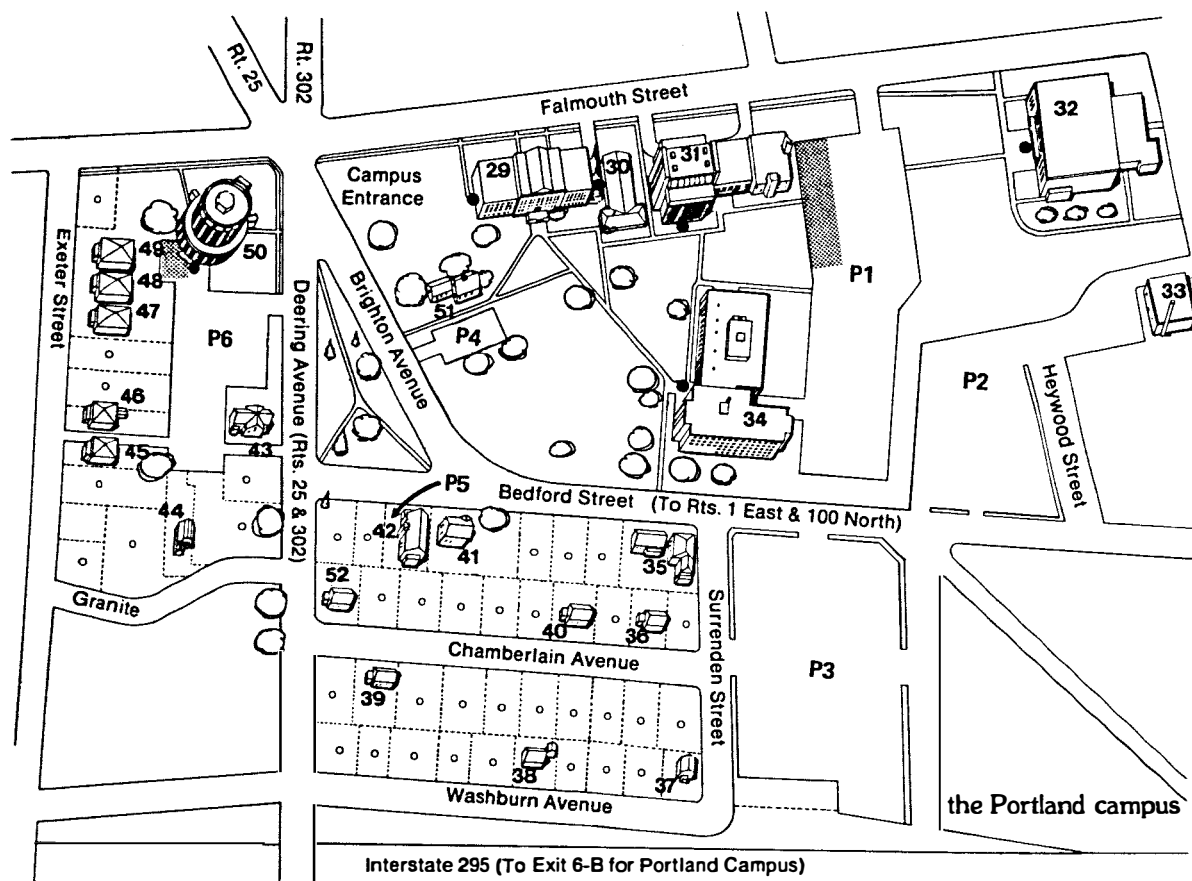
The Center staff is also available for consultation concerning opportunities in real estate in Maine.

If you are interested in receiving *UPDATE*, which includes a schedule of real estate courses, please contact: The Center for Real Estate Education, USM, 96 Falmouth St., Portland, ME 04103.

The Center will be offering three non-credit, preliminary courses during the summer session. For more information on these courses, please contact the Center at 780-4347.



Portland Campus



Accessible buildings provide entrances (indicated by dots) and elevators adequate for all handicapped persons. Parking areas for the handicapped are shown by dotted areas.

Portland Campus

- 29. Payson Smith Hall
- 30. Bookstore
- 31. Science Building
- 32. Portland Gymnasium
- 33. Central Heating Plant
- 34. Luther Bonney Hall and Library
- 35. Student Union Buildings, 92 & 94 Bedford Street
- 36. Faculty Offices, 7 Chamberlain Avenue
- 37. Faculty Offices, 3 Washburn Avenue
- 38. Faculty Offices, 25 Washburn Avenue
- 39. Faculty Offices, 38 Chamberlain Avenue
- 40. Cooperative Extension Services, 15 Chamberlain Avenue
- 41. Faculty Offices, 118 Bedford Street

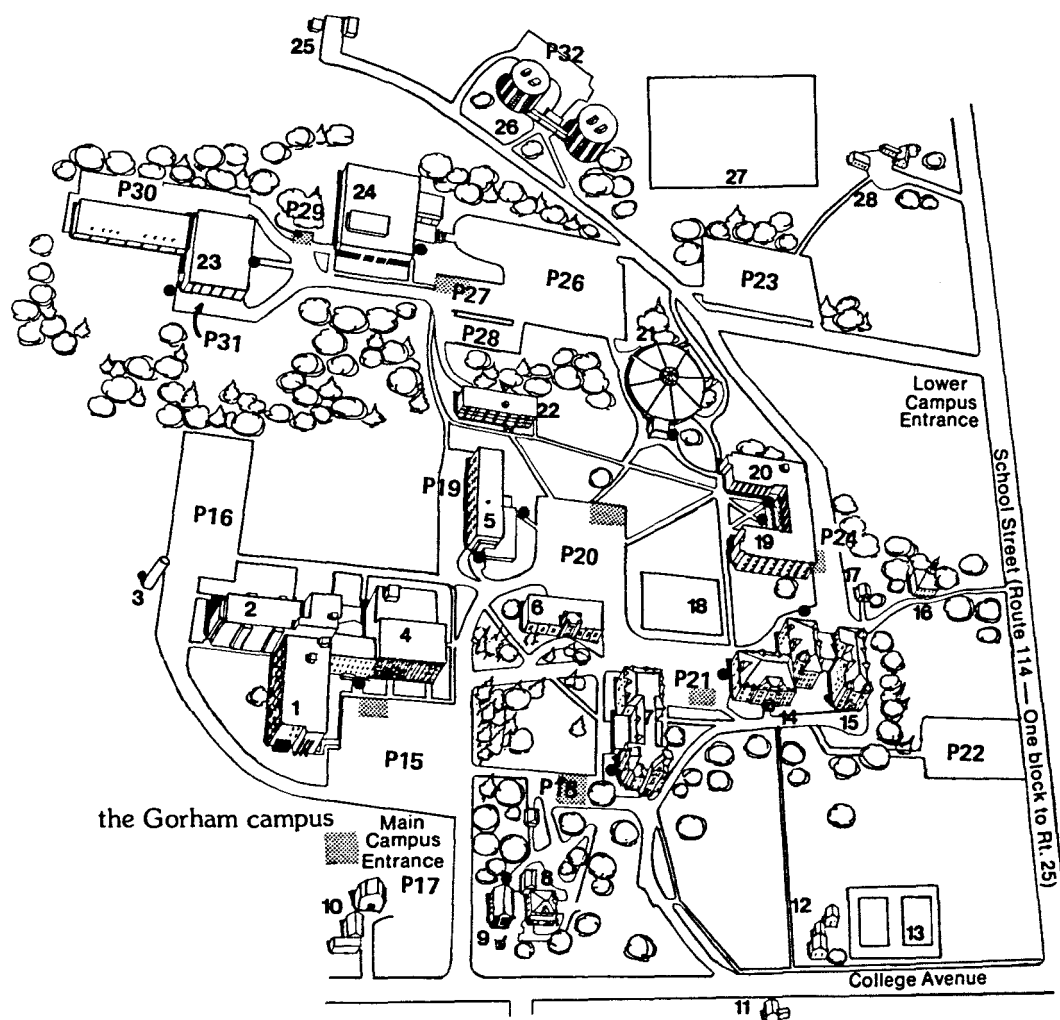
- 42. Faculty Offices, 120 Bedford Street
- 43. President's and Provost's Offices, Summer Session Office 228 Deering Avenue
- 44. Faculty Offices, 11 Granite Street
- 45. Faculty Offices, 39 Exeter Street
- 46. Maine Public Broadcasting Network, 45 Exeter Street
- 47. Faculty Offices, 55 Exeter Street
- 48. Faculty Offices, 59 Exeter Street
- 49. Faculty Offices, 65 Exeter Street

- 50. Law School/Center for Research and Advanced Study
- 51. Alumni House
- 52. Administrative Offices

Parking

- P1. Faculty/Staff/Student Commuter
- P2. Student Commuter
- P3. Student Commuter/Resident
- P4. Faculty/Staff/Visitor
- P5. Faculty/Staff
- P6. Faculty/Staff/Visitor

Gorham Campus



Accessible buildings provide entrances (indicated by dots) and elevators adequate for all handicapped persons. Parking areas for the handicapped are shown by dotted areas.

Gorham Campus

1. Bailey Hall (Science)
2. Bailey Hall (Classroom)
3. Water Tower
4. Bailey Hall (Library)
5. Woodward Hall
6. Russell Hall
7. Corthell Hall
(Admissions, Summer Session Office)
8. President's House
9. Art Gallery
10. Facilities Management
11. University College of Education,
24 College Avenue
12. Maine Children's Resource Center,
19 College Avenue
13. Tennis Courts
14. Robie Hall

15. Andrews Hall
16. The Academy
17. Service Building
18. Tennis Courts
19. Hastings Hall
20. Upton Hall
21. Dining Center
22. Anderson Hall
23. Industrial Education Center
24. Warren G. Hill Gymnasium
25. Heating and Sewage Plants
26. Dickey-Wood Residential Towers
27. Athletic Field
28. McLellan House

Parking

- P15. Faculty/Staff
- P16. Student Commuter
- P17. Faculty/Staff
- P18. Visitor
- P19. Student Commuter
- P20. Faculty/Staff
- P21. Faculty/Staff
- P22. Student Resident
- P23. Student Resident
- P24. Student Resident
- P26. Student Resident
- P27. Faculty/Staff/Student Commuter
- P28. Student Resident
- P29. Faculty/Staff
- P30. Student Commuter
- P31. Faculty/Staff
- P32. Faculty/Staff

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