

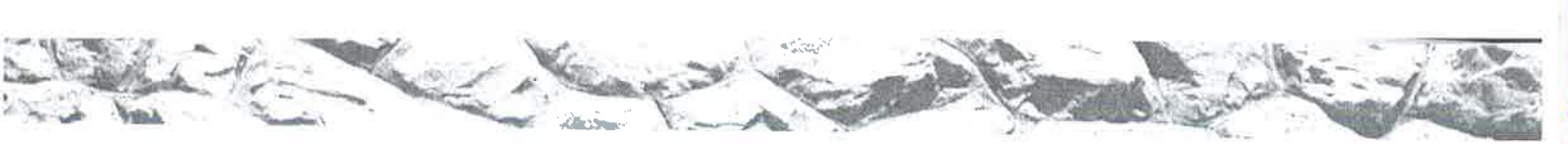
THE AMERICAN COLLEGE  
OF THESSALONIKI

A DIVISION OF ANATOLIA COLLEGE



C A T A L O G U E 1 9 9 6 - 1 9 9 7





**T**he American College of Thessaloniki, a division of Anatolia College in Thessaloniki, Greece, has been granted Candidate for Accreditation status by the New England Association of Schools and Colleges, Inc. Candidacy is not accreditation nor does it ensure eventual accreditation. Candidacy for Accreditation is a status of affiliation which indicates that the institution has met specified criteria and is progressing toward accreditation.



# The American College of Thessaloniki

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# ANATOLIA COLLEGE

Anatolia College is an American-sponsored, private, non-profit educational institution founded in 1886 and incorporated in the State of Massachusetts. In inspiration, governance, and structure, Anatolia closely resembles the traditional New England colleges after which it is modeled. Accordingly, it is committed to the goals of a liberal education, to provide high quality, humanistic training. The principal difference is Anatolia's central aim of serving the youth of Greece, thereby strengthening the ties of friendship between the Greek and American people through its binational educational and cultural activities. Anatolia is empowered under its Massachusetts charter to issue the full range of collegiate and university degrees and diplomas.

Founded by American Protestant missionaries, Anatolia was originally located in Asia Minor. The school was closed during the Greek-Turkish War of 1919-1922 and ceased to have a viable mission in Asia Minor when Turkey's minority communities were uprooted under the peace treaties concluding that war. In 1924 Anatolia relocated in Thessaloniki, where the greatest part of the refugee influx from Asia Minor settled. In the mid-1930's the school moved to its present location on 45 acres, a few miles above the city. During World War II the school again closed when the occupying German army made the campus its local headquarters. Since reopening in 1946 the school has expanded its enrollment, programs and physical plant. Assisted in the last respect by private contributions and grants from the United States Government through the Agency for International Development, Anatolia has shaped a campus of unusual beauty and utility overlooking Thessaloniki and the bay of Thermaikos.

As a non-profit, charitable institution, Anatolia receives substantial support from a number of sources. Individuals, corporations and alumni groups in Greece and the United States contribute funds to meet the school's many expenses, including the awarding of scholarships, which is one of Anatolia's main objectives.

Anatolia/The American College of Thessaloniki has no political, governmental or religious affiliation. It does not discriminate on the basis of race, sex, color, religion, or physical handicap in student admission or in employment.





# THE AMERICAN COLLEGE OF THESSALONIKI

## *Mission and Objectives*

The American College of Thessaloniki, a division of Anatolia College, is an independent, non-profit, liberal arts college. Its major purpose is to serve the youth of Greece by offering programs of study at the undergraduate level in the arts and sciences and in business administration. It draws on the model of the American liberal arts college, adapting its strengths to the circumstances of post secondary education in Greece. The College seeks to stimulate its students' intellectual development, cultural breadth, and ethical sensitivity while equipping them with knowledge and skills to qualify them for productive employment or for postgraduate training.

The American College of Thessaloniki strives to stimulate excitement for learning, cultivate a keen awareness of the contemporary world in all its complexity, and foster personal commitment to justice and societal improvement.

The College places the individual at the center of the learning process as the fully active and responsible agent rather than as a mere passive recipient of knowledge. Through intensive reading, writing and discussion, the student becomes the dynamic factor in his or her educational progress. The preconditions for this learning experience are capable and highly motivated students, small classes, regular student attendance, enthusiastic participation, and close attention to the progress of every student by carefully chosen and qualified instructors. The result is an intellectually alert and autonomous individual able to confront the contemporary world with confidence and critical understanding.

The school has two academic objectives. The first is to provide a liberal education. The liberal arts segment of the curriculum is modeled upon the traditional American liberal arts college both in content and learning methods. Liberal arts training seeks to develop intellectual discipline through critical analysis and logical reasoning, cultivate the skills of written and oral expression and heighten the students' cultural and moral awareness. The second objective is to provide practical knowledge of the managerial sciences for those students seeking careers in business management. This curriculum combines introductory and advanced courses in business and economics with supplementary study of selected subjects from the liberal arts division.

In the belief that learning extends beyond the classroom, ACT encourages its students to participate in a variety of extra-curricular activities that it organizes in such fields as drama, music, journalism, community service, athletics, excursions, etc. The objective is to help students cultivate diverse talents and interests and to develop a rich personal culture.

It must be stressed that The American College of Thessaloniki makes heavy demands upon its students. While this school may constitute an attractive alternative to other existing educational possibilities, it should not be seen as an easy solution for the weak or indifferent student. The College will require the students' full and constant participation in every aspect of the learning process, and will judge performance by rigorous standards.

It should be noted that under prevailing Greek legal provisions, ACT operates with the status of a laboratory of free studies. The degrees which it grants to graduates who successfully complete its two-year and four-year programs of study are not at present recognized by the Greek Ministry of Education. This fact does not affect the practical value of the ACT degrees for those aspiring to managerial positions in the private sector of the economy, or to postgraduate training at international universities.

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## RESOURCES

### Library

Anatolia Library and its associated facilities serve many students. The Library itself, with a book collection of some 35,000 volumes, subscriptions to over 100 periodicals and newspapers in hard copy and CD-ROM access to many more, supplies students with the resources they need to carry out original research projects related to their studies. Such research is an essential part of higher education, and the library is committed to a program of continuing expansion of both holdings and services.

In order to fully utilize the holdings of the library, students of the American College of Thessaloniki are instructed in basic research techniques as a part of their introductory English language courses. Subsequent class work in most fields includes a significant number of writing assignments designed to further refine and develop these skills.

The library building was constructed in 1989 with funds from the United States Agency for International Development (AID) and furnished through the generosity of the Anatolia Trustees and the Friends of Anatolia. In addition to the materials collection, it houses two computer rooms, a projection theater, and the Raphael Demos Seminar room for conferences. A card-operated photocopy machine, located in a alcove of the main reading room, is available for student use.

### Computer Center

Technological advances in the computer area make it necessary for today's students to prepare themselves for a constantly changing computer world. Anatolia students enjoy the use of the most modern technology in this field. A network of over seventy IBM-compatible 486s housed at three locations, Stephens Hall, the New Building, and the library. Students have access to this high quality equipment both for classroom instruction and for individual use.

### Athletic and Recreational Facilities

Opportunities for individual and group recreation abound on the Anatolia College campus. The College Gym has weight-lifting, dance and exercise rooms, as well as facilities for basketball, volleyball, and indoor soccer. Outdoor fields for soccer, handball, volleyball, baseball, an obstacle course, tennis courts, and track and field facilities make the College's athletic/recreational facilities among the most comprehensive in northern Greece.

Men's and women's teams compete in matches and tournaments in Athens and Thessaloniki. An intramural sports program offers spirited competition among teams, with faculty and staff teams occasionally joining in.

## STUDENT SERVICES

The faculty and staff are ready at all times to provide information and assistance concerning any aspect of the American College of Thessaloniki.

### Orientation

New students are introduced to the College through general orientation sessions designed to familiarize them with the campus and all procedures and regulations.

### Academic Advising

Individual student counseling is a continuing involvement of instructors and the administrative staff. New students have an initial meeting to discuss educational and career objectives and to make first course selections. Students are assigned academic advisers who follow their progress and advise them regularly.





### **Postgraduate Study and Employment**

The faculty and staff assist students desiring to continue their studies at the postgraduate level or to commence employment with private firms.

The College's Educational Counseling Office maintains contacts with universities abroad and guides students in their further educational progress. Graduates are assisted in selecting postgraduate schools suited to their needs and qualifications, and in completing the complex admissions process, including writing successful personal statements. Transcripts of grades and letters of recommendation are also provided.

Students electing to do so may transfer to the third year of American universities or continue their studies in Europe. The College assists them in making transfers, and has concluded agreements for this purpose with a number of selected institutions in the U.S.

The College's Business Liaison Office (Careers Office) maintains close ties with area businesses in order to complement students' academic training with practical experience of the Greek business environment, as well as to facilitate their employment following completion of their studies. The Office arranges internships which provide students with training in local companies, and organizes plant visits and occasional lectures by leading representatives from the business community. Current students and graduates are counseled regarding job searches, résumé-writing, and interviewing techniques, and are assisted in obtaining interviews with potential employers.

### **Student Activities**

The Student Activities Office organizes various clubs and activities, designed to give students the chance to share their talents, develop new ones, and benefit as much as possible from the diverse social and intellectual talents of classmates and faculty. The College encourages all students to participate in at least one major activity outside the classroom. This may be as structured as a varsity athletic team, or as informal as attending an art exhibition, as collaborative as participating

in a theatrical production, or as individual as performing community service. Information about clubs/activities is published at the beginning of each semester by the Student Activities Office, which also provides support and consultation services for the planning of special student events throughout the year.

### **Student Council**

The American College of Thessaloniki encourages students to take an active part in shaping campus life through its Student Council. Self-funded and student-regulated, the Student Council seeks to act as a liaison between the student body and the administration, to provide students with information and support, and to organize activities which enrich social and cultural life.

Students are urged to participate in Student Council activities and committees to enhance their education and to broaden their experiences as members of the student community.

### **U.S. Testing Center**

Anatolia and the American College of Thessaloniki comprise the exclusive testing center for the major U.S. examinations including SAT, ACT, GRE, GMAT, and TOEFL required for admission to most American universities and graduate schools.





## A D M I S S I O N S

### Requirements

Applications are invited from individuals who:

- hold a high school (lykeion) diploma with satisfactory grades
- have adequate command of the English language
- demonstrate seriousness of purpose and enthusiasm for learning

The procedure for gaining admission is as follows:

1. Submit a completed application form.
2. Submit evidence of completion of high school and a transcript of grades
  - a. Graduates of a Greek lykeion or six-year gymnasium are required to have a general average of 14 during the last two years of school.
  - b. Graduates of an American-type high school are required to have a general average of at least C+ during the last two years or a combined SAT score of 1000.
  - c. Graduates of other schools should present their credentials to the Admissions Office for evaluation.
3. Submit evidence of proficiency in English. This requirement may be satisfied in any of the following ways:
  - a. Graduation from an English language high school.
  - b. The Anatolia College Certificate of English Proficiency.
  - c. Graduation with a diploma from the Anatolia Secretaria School.
  - d. A score of 500 on the TOEFL examination.
  - e. Any of the following:
    1. The Michigan Certificate of Proficiency
    2. The Cambridge Certificate of Proficiency
    3. The University of London Certificate in English, Level 4 or above
    4. The Oxford High Level Certificate
    5. The Pitman Higher Intermediate Certificate in English
  - f. A passing score on the ACT English entrance examination

In addition to the above requirements, the College must be satisfied that the applicant is highly-motivated and otherwise suited to enter the program. It reserves the right to deny admission to any applicant. It may also impose conditions for admission beyond those cited above, or waive certain requirements in exceptional circumstances.

It is the responsibility of the student to be familiar with the information presented in this Catalogue. Regulations will not be waived nor will exceptions be granted for ignorance of policies and procedures. While academic advisors assist students in every way possible, responsibility for meeting all requirements and deadlines rests with the student.

### English Language Preparation

Students unable to meet one of the above English language criteria for admission may be eligible to enroll in the College's special English preparatory classes. Intensive instruction is designed to prepare students for the regular program.

### Transfer Admissions and Advanced Standing

Students who have already successfully completed a number of courses in a comparable academic program may request admission with advanced standing. Previous academic work will be evaluated to determine whether advanced standing is warranted.

### English Language

All classes are conducted in English. Both the business administration and liberal arts concentrations include one required English course during each of the first four semesters (with possible exceptions for students with mastery of the language).

Students should take every opportunity to use English for reading, writing and discussion both in class and informally. The College gives primacy to English because it is the leading language for international commercial and professional intercourse, because the largest volume of written materials for business and liberal studies is published in English, and because students seeking to study abroad or follow management careers in Greece will find its mastery essential for those purposes.







## R E G I S T R A T I O N

primacy to English because it is the leading language for international commercial and professional intercourse, because the largest volume of written materials for business and liberal studies is published in English, and because students seeking to study abroad or follow management careers in Greece will find its mastery essential for those purposes.

### **Part-time Enrollment**

While most students enroll full-time with the intention of completing the full program of studies, others choose to follow fewer courses. State university students, employees and others are welcome to enroll in one or more courses, providing that they fulfill all the requirements for such courses and meet the same high standards of participation as full-time students. Part-time and non-degree students must comply with the same admission requirements as full-time students.

### **Continuing Education**

Education should be a life-long process not restricted to the years of youth. "Continuing Education" for mature adults has become an integral feature of the best universities in advanced countries. The American College welcomes persons beyond normal university age who seek instruction of practical value for their present employment, wish to supplement previous training, or have a serious interest in exploring new areas of knowledge. They must meet the enrollment requirements and participate fully and satisfactorily in all aspects of the courses they take, regardless of whether or not they seek a degree.

Before a student may attend classes, he or she must meet the admissions requirements and complete the registration procedure, including payment of tuition and fees.

Most courses carry three credit hours per semester and five courses are considered a full program. Those who are classified as full-time students must register for at least four courses each semester. Part-time students may also accumulate credits towards the total number required for the granting of a degree.

In order to register for more than the normal five courses, one must have completed a minimum of five courses or 15 credit hours with a scholastic average of 3.0 and must obtain the Dean's permission. An additional fee is charged for more than five courses in any term.

Late registration is held during the first week of classes for a limited number of places.

Students may change courses for which they have registered only during the first week of classes. No change is allowed after a class has entered its second full week. All changes become effective only with the written approval of the Registrar. Before registration may be completed, each student must sign a written statement to the effect that he or she has read the College Catalogue and accepts all its regulations, terms and conditions.

Auditing of courses is permitted in some cases. Prior permission from the Dean is required for students desiring to audit courses.





## FINANCIAL OBLIGATIONS

### Tuition

The American College of Thessaloniki is an independent, non-profit institution. Tuition is charged to meet the actual expenses of providing high-quality education.

The student must anticipate that costs will rise every year so long as high inflation persists. However, no increase will be made during a semester in progress, and every effort will be made to maintain the same level of charges throughout a single academic year.

One may not attend classes until tuition and fees for the current semester as well as any delinquent fees, charges or penalties from previous semesters have been fully paid. Failure to satisfy all financial obligations promptly is cause for cancellation of registration, withholding of official transcripts and denial of registration for future semesters.

A student withdrawing from the College within the first four weeks of any semester is entitled to a 50 per cent refund of tuition. After this period, no refund is granted nor may tuition payments made be applied to subsequent semesters. There is no refund for any course dropped.

### Fees

Certain special services are covered by the following fees:

1. Application fee
2. Computer Laboratory fee
3. Science Laboratory fee
4. Transcript request fee
5. Student activities fee
6. Change-of-course fee

The College reserves the right to assess additional fees if necessary.

### Penalties

Penalties will be assessed for failure to return library books and for misuse of or damage to school property or materials.

### Financial Aid

Each year ACT offers a small number of scholarships to students of the College. Awards are made following application by interested students to the Financial Aid Committee. Decisions are made on a combined basis of need and academic performance, with need being the foremost consideration.

## ACADEMIC REGULATIONS

Once enrolled, the student must strive to meet the College's high standards in order to receive a satisfactory evaluation and to realize his or her potential for learning.

This burden of learning rests primarily with the student. Students' objectives should include increasing their store of knowledge, sharpening their analytic skills, deepening their conceptual powers, and making their oral and written expression more effective. Students' responsibilities include reading all assigned texts before every class, participating actively in class discussions, completing all writing assignments promptly, and exercising individual judgement regarding the questions and problems arising from each lesson. Student evaluation is based on all these forms of participation, not only on examination results. Two to three hours of preparation should be allowed for each hour in class.

### The Credit System

The basic unit of academic credit used by the American College of Thessaloniki is the credit hour. All courses, with the exception of science courses accompanied by a lab, and physical education, carry three credit hours. The normal student load is five courses, or fifteen credit hours, per semester.





### Credit Hour Requirements

In order to receive the B.A. or B.S. degree a student must accumulate a total of 126 credit hours, including those awarded for Physical Education.

Students are assigned to years according to the number of credit hours accumulated by the beginning of each semester:

- 0-30 hours = first year (freshman)
- 31-60 hours = second year (sophomore)
- 61-90 hours = third year (junior)
- 91+ hours = fourth year (senior)

### The Grading System

Student performance in a course is evaluated on class participation, written assignments and examinations. Performance is graded at the end of each semester in accordance with the following scale of letter grades and numerical equivalents:

A 4.0	D+ 1.33
A- 3.67 Excellent	D 1.0 Passing, but not satisfactory
B+ 3.33	D- 0.67
B 3.0 Good	F 0 Failure
B- 2.67	I Incomplete
C+ 2.33	W Withdrawal
C 2.0 Satisfactory	Au Audit
C- 1.67	

Although C-, D+, D, and D- are passing grades, they represent poor quality scholarship.

A student receiving a grade of "F" in a course may obtain credit only by repeating the full course. A student may repeat a course only once. The original grade is shown in parentheses on the official record, but in computing the grade point average it is superseded by the grade received when the course was repeated.

A grade of "I" may be recorded only when sickness or other unavoidable circumstances prevent the completion of a course. A student must complete the required course work to the instructor's satisfaction within four months of the end of the semester in which the Incomplete was awarded. The "I" is then replaced by the earned grade. If the deficiency is not removed within this time, the "I" is automatically changed to "F".

A grade of "W" is recorded if a student withdraws officially from a course. This grade does not affect the student's grade point average. Withdrawal is permitted only through the seventh week of classes and upon submission of the appropriate form to the Registrar. Withdrawal after the seventh week or without the Registrar's written approval will result in a grade of "F".

The grade point average (G.P.A.) is computed by multiplying the grade points earned in each course by the hours of credit which the course carries. This sum is divided by the total semester hours completed to obtain the scholastic average representing overall academic performance. Physical education is not included in the computation of the G.P.A.

### Academic Standing

Students in good academic standing are those with scholastic averages above 2.0. Full-time students who attain high academic standing in any semester by obtaining a scholastic average of 3.5 or higher earn the distinction of being enrolled on the "Dean's List" the following semester. Students who complete the full program with an overall scholastic average of 3.5 or more receive their degrees with Honors.





Students with scholastic averages below 2.0 are in poor academic standing and are placed on academic probation. A student on probation is not permitted to register for more than three courses. If a student a scholastic average below 2.0 for two consecutive semesters following the freshman year he will be dismissed from the College. Students whose G.P.A. is below 1.0 at the end of the freshman year will be asked to withdraw from the College.

Students who have been dismissed from the College for poor academic performance may petition for readmission after one year. Petitions are considered on a case-by-case basis by the Academic Standards and Performance Committee.

The student who aspires to transfer to a foreign university should have a scholastic average of at least 2.0.

Grades are posted at the Registrar's office after the conclusion of every term. The grades of all students are mailed to their parents or guardians at the end of each academic year; in addition, the grades of first-year students are sent out at the conclusion of the fall semester.

#### **Attendance**

Active participation in class necessitates regular attendance. Absences unavoidably affect class participation adversely and are, therefore, reflected in grading. Work missed as a result of absences must be made up.

Students who incur more than six hours of absences in a course meeting three hours a week or eight hours of absences in a course meeting four hours a week receive an "F" in that course, unless special circumstances warrant an exception.

#### **Academic Integrity**

Members of an academic community have an unequivocal responsibility to present as their own work only that which is truly theirs. Cheating in examinations and plagiarizing are serious offenses, striking at the very foundations of academic life.

Adherence to the principle of academic honesty is a prerequisite for acceptance to and continuance in the College.

It is each student's responsibility to meet the College's standards of academic integrity by avoiding involvement in cheating or plagiarizing. Any student assisting another to falsify his work is no less responsible than the student misrepresenting the work as his own.

Violations of academic integrity will be brought before the Academic Standards and Performance Committee, which may assess penalties as severe as expulsion from the College.

#### **Student Conduct**

All students are expected to comport themselves as members of a collegiate community and to conform to accepted standards of behavior. Any student who fails to meet this requirement may be subject to penalties and, in extreme cases, asked to leave the College.



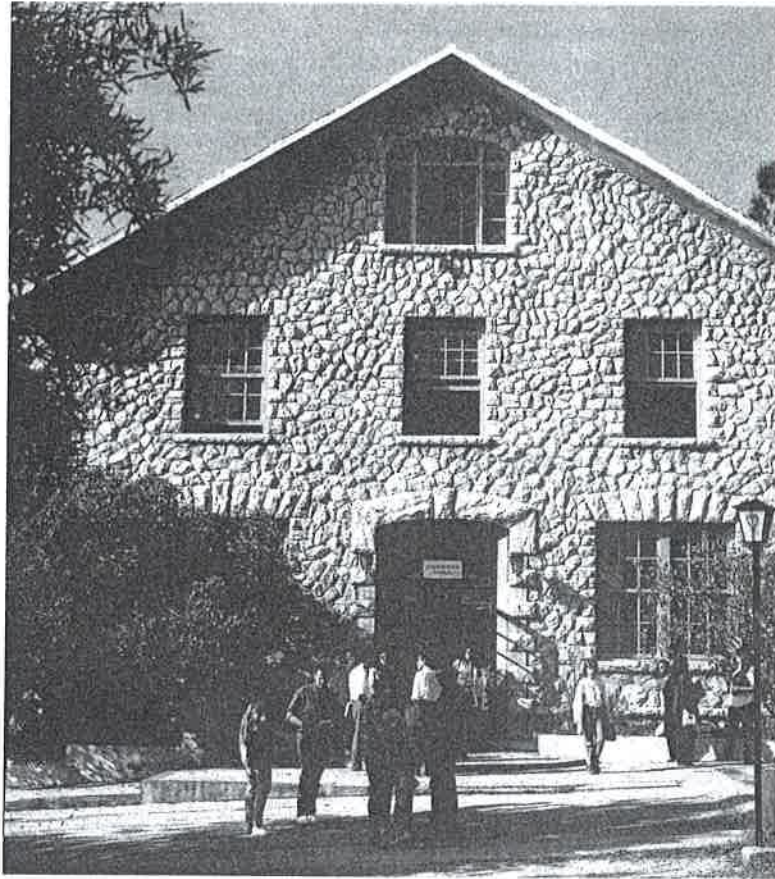


## THE CURRICULUM

The curriculum in particular offers a distinct alternative to the study opportunities available in Greece. Specialization throughout the undergraduate years is the rule in Greece as in the rest of Europe, where even purely professional training such as in law and medicine commences right after high school. The American College's liberal arts philosophy contrasts in two major ways with the European state universities. It requires that students take a core of required subjects and a number of electives spanning the arts and sciences, and thus acquire a general education as well as a special competence in their major fields. Second, it permits a delay in the choice of a major field for two years during which students explore curricular alternatives while maturing intellectually.

### The Core Curriculum

The guiding philosophy of the liberal arts college is best exemplified through the Core Curriculum, a series of fourteen required courses taken by all students regardless of concentration during their first two years of study. During this period, students attend courses in three fields of the humanities (English, History, and Philosophy), four of the social sciences (Anthropology or Sociology, Economics, Political Science, and Psychology), and one course each in Mathematics, Computer Science and Physical or Natural Science.





## DEGREES GRANTED

### *The Bachelor of Arts Degree in Liberal Arts*

The program of study leading to the B.A. in Liberal Arts is designed to build on and enrich the work students have done during their initial two years in the core courses of the curriculum. During the junior and senior years, students deepen and broaden their knowledge of many of the core disciplines to which they have already been introduced, including Anthropology, English, Economics, History, Philosophy, Political Science, Psychology, and Sociology. Elective options during the final two years of study permit candidates to further expand their knowledge in one or two of the humanities and social sciences, so that they may acquire some control over bibliographic sources, and familiarize themselves with the theoretical and methodological foundations of specific disciplines.

Graduates holding the B.A. in Liberal Arts will be able to continue studies at an advanced level in a number of the disciplines they have studied as undergraduates, or to assume positions requiring advanced reading, speaking and writing skills in English.

#### **I. Core Requirements.**

- A. Humanities
  - English 101, 102, 103, 111
  - History 101, 102
  - Philosophy 101
- B. Social Sciences
  - Anthropology 101 or Sociology 101
  - Economics 100
  - Political Science 101
  - Psychology 101
- C. Mathematics, Computer Science and Science

- Mathematics 100
- Computer Science 101
- Biology 101 or Chemistry 101 or Physics 101

Total: 43 cr. hrs.

#### **II. Additional Degree Requirements.**

- A. Anthropology 101 or Sociology 101, whichever was not taken to fulfill core requirements
- B. English 120, 202
- C. Mathematics 109
- D. A second course in Science beyond the core requirement
- E. Music 101, 102 or Art History 101, 102
- F. A course in Ethics
- G. Humanities 201, 202
- H. Four additional courses in the Social Sciences, at least two of which should be at the 200-level or above
- I. Four additional courses in the Humanities, at least two of which should be at the 200-level or above
- J. Eight electives, at least four of which should be at the 200-level or above

Total: 79 cr. hrs.

#### **III. General Degree Requirements.**

- A. Four courses in physical education, one to be taken each academic year (4 cr. hrs.)
- B. One course in Basic Keyboarding, to be taken in the first academic year (0 cr. hrs.)

Total: 4 cr. hrs.





In order to receive the B.A., the student must have fulfilled all core and other requirements, and have completed 126 credit hours with an overall grade point average (G.P.A.) of 2.0 (C) or better. In addition, all candidates must have been in residence at the college during their last four semesters of full-time instruction, and have taken all concentration requirements at ACT.

**The Bachelor of Arts Degree in Liberal Arts  
English Concentration**

The B. A. concentration in English is designed to provide liberal arts candidates the opportunity to read, analyze, discuss and write extensively about works of British and American literature. Following completion of the four core English courses (101, 102, 103, and 111), all students will take an introduction to literary genres (120) and an advanced prose composition course (202) as preparation for the concentration proper, which begins in the junior year. Beyond the required surveys of British and American literature (211, 215) and a course on Shakespeare (233), candidates for the English concentration will select five additional courses from a variety of English electives devoted to individual genres, significant literary periods and movements, literary critical methods, and individual authors and topics.

Students completing the B.A. with a concentration in English will be qualified to continue their studies abroad towards a postgraduate degree in English or a closely-related field, as well as to undertake employment requiring highly-developed analytic/synthetic reading, speaking and writing skills in English.

**I. Core Requirements.**

- A. Humanities
  - English 101, 102, 103, 111
  - History 101, 102
  - Philosophy 101

- B. Social Sciences
  - Anthropology 101 or Sociology 101
  - Economics 100
  - Political Science 101
  - Psychology 101
- C. Mathematics, Computer Science and Science
  - Mathematics 100
  - Computer Science 101
  - Biology 101 or Chemistry 101 or Physics 101

Total: 43 cr. hrs.

**II. Additional Degree Requirements.**

- A. Anthropology 101 or Sociology 101, whichever was not taken to fulfill core requirements
- B. English 120, 202
- C. Mathematics 109
- D. A second course in Science beyond the core requirement
- E. Music 101, 102 or Art History 101, 102
- F. A course in Ethics
- G. Humanities 201, 202
- H. Eight electives, at least four of which should be at the 200-level or above

Total: 55 cr. hrs.

**III. Concentration Requirements.**

- A. English 211 (Survey of British Literature)
- B. English 215 (Survey of American Literature)
- C. English 233 (Shakespeare)
- D. Five additional courses in English at the 200-level or above

Total: 24 cr. hrs.



#### IV. General Degree Requirements.

- A. Four courses in physical education, one to be taken each academic year (4 cr. hrs.)
- B. One course in Basic Keyboarding, to be taken in the first academic year (0 cr. hrs.)

Total: 4 cr. hrs.

In order to receive the B.A., the student must have fulfilled all core and other requirements, and have completed 126 credit hours with an overall grade point average (G.P.A.) of 2.0 (C) or better. In addition, all candidates must have been in residence at the college during their last four semesters of full-time instruction, and have taken all concentration requirements at ACT.

#### *The Bachelor of Arts Degree in Liberal Arts Psychology Concentration*

The B.A. concentration in Psychology offers candidates the opportunity to study each of the major subdisciplines of this important social science at the undergraduate level. During their freshman year, all candidates will take the core Psychology course (101) as well as Mathematics 100, which is followed by a course in social statistics (Mathematics 109) during the sophomore year. The concentration proper begins in the junior year, with a required course in psychological research methodology (Psychology 200). Further required courses include Developmental Psychology (201), Personality Theories (202), Social Psychology (301) and Abnormal Psychology (312), as well as three Psychology electives chosen from a variety of offerings in more specialized and/or advanced subfields of the discipline.

Students completing the B.A. with a concentration in Psychology will be qualified to continue their studies towards a postgraduate degree in a number of subdisciplines in the field, or to undertake employment in a position that requires a good understanding of the principles of human

motivation and behavior and of the basics of social science data collection, interpretation and application.

#### I. Core Requirements.

- A. Humanities
  - English 101, 102, 103, 111
  - History 101, 102
  - Philosophy 101
- B. Social Sciences
  - Anthropology 101 or Sociology 101
  - Economics 100
  - Political Science 101
  - Psychology 101
- C. Mathematics, Computer Science and Science
  - Mathematics 100
  - Computer Science 101
  - Biology 101 or Chemistry 101 or Physics 101

Total: 43 cr. hrs.

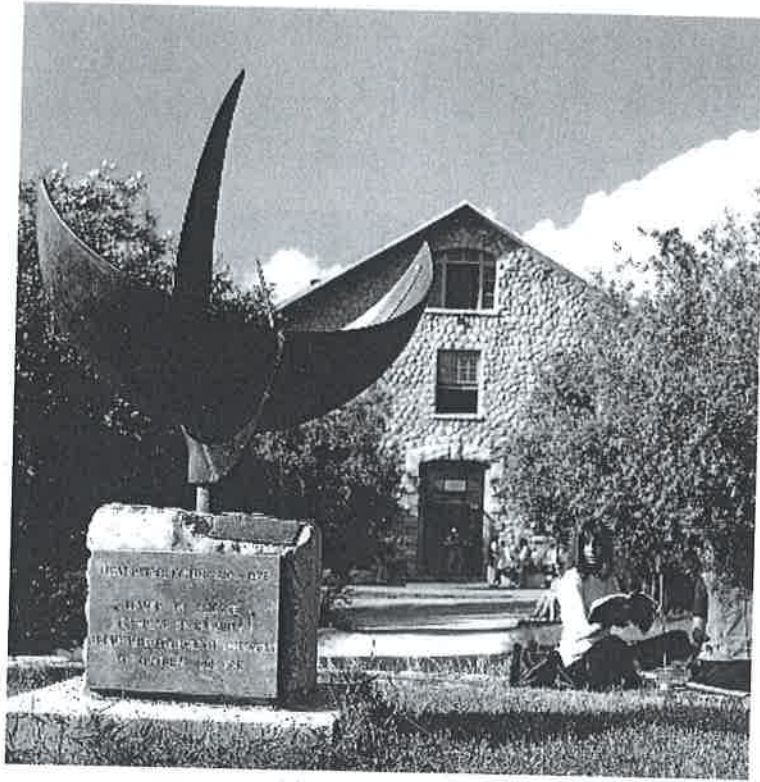
#### II. Additional Degree Requirements.

- A. Anthropology 101 or Sociology 101, whichever was not taken to fulfill core requirements
- B. English 120, 201
- C. Mathematics 109
- D. A second course in Science beyond the core requirement
- E. Music 101, 102 or Art History 101, 102
- F. A course in Ethics
- G. Humanities 201, 202
- H. Eight electives, at least four of which should be at the 200-level or above

Total: 55 cr. hrs.







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### *The Bachelor of Science Degree in Business Administration*

The four-year program of study leading to the B.S. in Business Administration is designed to provide students with a solid general education in the liberal arts and with more specialized knowledge of the basic fields of study which comprise business education and preprofessional training: Accounting, Economics, Finance, Management and Marketing. Instruction is also provided in a number of ancillary fields, including Computer Science, Organizational Behavior, Law, and Statistics. Specialized training begins in the second year, when approximately forty percent of coursework is devoted to business courses, and continues during the third and fourth years, with approximately eighty percent of coursework concentrated in business studies.

The goals of the program are twofold: to prepare students to enter the private business sector immediately upon graduation, and to enable those students who wish to continue their studies to enter advanced degree programs at reputable institutions abroad.

#### **I. Core Requirements.**

- A. Humanities
  - English 101, 102, 103, 111
  - History 101, 102
  - Philosophy 101
- B. Social Sciences
  - Anthropology 101 or Sociology 101
  - Economics 100
  - Political Science 101
  - Psychology 101
- C. Mathematics, Computer Science and Science



### **III. Concentration Requirements.**

- A. Psychology 200 (Introduction to Research Methods in Psychology)
- B. Psychology 201 (Developmental Psychology)
- C. Psychology 202 (Personality Theories)
- D. Psychology 301 (Social Psychology)
- E. Psychology 312 (Abnormal Theories)
- F. Three additional courses in Psychology at the 200-level or above

Total: 24 cr. hrs.

### **IV. General Degree Requirements.**

- A. Four courses in physical education, one to be taken each academic year (4 cr. hrs.)
- B. One course in Basic Keyboarding, to be taken the first academic year (0 cr. hrs.)

Total: 4 cr. hrs.

In order to receive the B.A., the student must have fulfilled all core and requirements, and have completed 126 credit hours with an overall point average (G.P.A.) of 2.0 (C) or better. In addition, all students must have been in residence at the college during their last two semesters of full-time instruction, and have taken all concentration requirements at ACT.



- Mathematics 100
- Computer Science 101
- Biology 101 or Chemistry 101 or Physics 101

Total: 43 cr. hrs.

**II. Concentration Requirements.**

- A. Mathematics 101, 111 and Business Statistics 211
- B. Computer Science 201
- C. Economics 201, 202
- D. Business Administration Courses
  - 1. Accounting 101,102
  - 2. Business Law 240
  - 3. Finance 201, 202
  - 4. Management 101, 201, 218, 301, 312
  - 5. Marketing 101, 201
  - 6. Three electives in Business from among the following:
    - Accounting 201, 202
    - Finance 210, 220, 232
    - Management 204, 210, 230, 250, 315
    - Marketing 212, 214, 218, 220

Total: 63 cr. hrs.

**III. Further Degree Requirements.**

- A. An additional course in Science beyond the core requirement
- B. English 120 or Philosophy 201
- C. European Studies 211
- D. Two additional electives, at least one from Liberal Arts

Total: 16 cr. hrs.

**IV. General Degree Requirements.**

- A. Four courses in physical education, one to be taken each academic year (4 cr. hrs.)
- B. One course in Basic Keyboarding, to be taken the first academic year (0 cr. hrs.)

Total: 4 cr. hrs.

In order to receive the B.S., the student must have fulfilled all core and other requirements, and have completed 126 credit hours with an overall grade point average (G.P.A.) of 2.0 (C) or better. In addition, all candidates must have been in residence at the College during their last four semesters of full-time instruction, and have taken all concentration requirements at ACT.

*The Bachelor of Science Degree in Business Administration  
European Business Studies Concentration*

This combined program of study supplements the Business Administration curriculum with more concentrated knowledge about the European environment in which Greek companies operate. The degree is based on the required courses for the Bachelor of Science Degree in Business Administration, plus six more specialized courses. In these additional courses, students are introduced to the background and functions of the European Union, particularly in the areas of Management, Trade and Finance in the integrated European Economic Area.

Students completing the B.S. in Business Administration and European Business Studies are eligible for employment in local firms with substantial international dealings, or may continue for advanced studies at institutions abroad.





**I. Core Requirements.**

**A. Humanities**

- English 101, 102, 103, 111
- History 101, 102
- Philosophy 101

**B. Social Sciences**

- Anthropology 101 or Sociology 101
- Economics 100
- Political Science 101
- Psychology 101

**C. Mathematics, Computer Science and Science**

- Mathematics 100
- Computer Science 101
- Biology 101 or Chemistry 101 or Physics 101

Total: 43 cr. hrs.

4. History 221

5. Management 218, 250

Total: 69 cr. hrs.

**III. Further Degree Requirements.**

A. An additional course in Science beyond the core requirement

B. English 120, or Philosophy 201

C. One elective course

Total: 10 cr. hrs.

**IV. General Degree Requirements.**

A. Four courses in physical education, one to be taken each academic year (4 cr. hrs.)

B. One course in Basic Keyboarding, to be taken the first academic year (0 cr. hrs.)

Total: 4 cr. hrs.

In order to receive the B.S., the student must have fulfilled all core and other requirements, and have completed 126 credit hours with an overall grade point average (G.P.A.) of 2.0 (C) or better. In addition, all candidates must have been in residence at the College during their last four semesters of full-time instruction, and have taken all concentration requirements at ACT.

**I. Concentration Requirements.**

A. Mathematics 101, 111 and Business Statistics 211

B. Computer Science 201

C. Economics 201, 202

D. Business Administration Courses

- 1. Accounting 101,102
- 2. Finance 201, 202
- 3. Management 101, 301, 312
- 4. Marketing 101, 201

E. European Studies Courses

- 1. Business Administration 242
- 2. European Studies 211, 212, 222
- 3. Finance 232





## COURSE DESCRIPTIONS \*

### *Liberal Arts*

#### *Humanities*

##### *Art 101.*

This is a practical art course in which skills in drawing, the use of color, and 3D creation will be developed. No previous experience is required. Students are encouraged to extend their visual "vocabulary" by referring to as much printed material (art books, reproductions) as they can find.

##### *History of Art 101. Survey of Western Art I.*

This course offers an historical examination of art and architecture from prehistoric times to the Renaissance; relationships of artistic styles to social and cultural developments; changing interpretations of artistic worth.

##### *History of Art 102. Survey of Western Art II.*

Following History of Art 101, this course continues the historical examination of art and architecture from the Renaissance to the modern period and examines the development of the major art forms.

##### *History of Art 201. Modern Art and Architecture.*

A study of styles of the modern period, with special emphasis on the work of Manet, the Impressionists and the Post Impressionists who laid the groundwork for the art of the 20th century. There will be a close look at the social conditions and metaphysical concepts which led to the rebellion in the arts in the second half of the 19th century. The styles of Expressionism, Cubism, Abstract Art, Futurism, the Metaphysical School and Surrealism will then be analyzed. Prereq: History of Art 102.

*\*The courses listed comprise the curriculum, but certain courses may not be offered in a given term or academic year.*

##### *History of Art 203. A History of Western Architecture.*

A study of the styles of architecture in the western world from the time of the Renaissance to the present day, examining the styles of the Renaissance, Baroque, Rococo, the historicism of the 19th century and the styles of modernism, late modernism and post modernism of the 20th century. Concepts of form, function, architectural decoration, as well as expressionism and symbolism in architecture will be discussed. Prereq: History of Art 102.

##### *History of Art 220. Ancient Greek Art and Architecture.*

A survey of Ancient Greek Art and Architecture from the Early Iron Age through the Hellenistic Age. Following an introduction to the nature of art, its various possible uses, and approaches to its interpretation, the course will provide a brief historical background for the major periods in Greek art. Each period will then be examined in detail, with particular attention to its characteristic stylistic features, and to representative works in each of the genres (sculpture, painting, architecture, the minor arts). Prereq: History of Art 101.

##### *History of Art 221. Early Christian and Byzantine Art.*

This course offers a survey of Early Christian and Byzantine art and architecture. It covers the period between the early 4th and the 15th century, and considers monuments from eastern and western parts of the Byzantine empire. It comments on and compares Byzantine creations from Italy and Asia Minor, while concentrating on Byzantine Thessaloniki and other important Greek centers of Byzantine culture, such as Mount Athos and Mistra. Prereq: History of Art 101.

##### *English 101. Composition I.*

This course reviews the basic principles of composition and introduces the major rhetorical modes of narration, description and exposition through discussion of theory, examination of model essays, and writing practice in each mode. Students are led in graded steps from paragraph-writing to short-essay writing. Particular attention is given to the correct use of grammar, syntax, diction, and organizational patterns.





**English 102. Composition II.**

This course serves as a continuation of English 101 by building upon and enhancing fundamental writing skills. The specific emphasis of the course is persuasive and argumentative writing. Students are introduced to the techniques and skills required for writing research papers (including library research, source collection, note-taking, outlining, and documentation format). In addition to essay assignments, students write a guided 1500-word paper, as well as a 2500-word paper on a topic selected in consultation with the instructor. Prereq: English 101.

**English 103. Classic and Contemporary Essays: A Critical Appreciation.**

This is an advanced prose reading and writing course which exposes students to a wide variety of themes and writing styles as represented in model essays by the finest prose writers. The course aims to improve students' reading, thinking, and composition skills through a critical analysis of classic and contemporary essays. Students submit regular essay assignments, incorporating techniques used by the writers studied; they also write one 2000-word report on a book chosen in consultation with the instructor, from the fields of political science, economics, and other social sciences. Prereq: English 102.

**English 111. Speech.**

An introductory course in oral communication designed to develop the following skills: organizing content; supporting ideas with reliable sources; presenting content in a compelling manner; critically examining communication in and out of the classroom; recognizing how to apply speech skills in daily life; and projecting confidence by mastering anxiety in actual speaking situations. All students are required to give six in-class speeches and to keep a communication journal. Prereq: English 102.

**English 120. Readings in Literature.**

This course introduces students to the literary genres of fiction, poetry, and drama, and to the critical concepts and problems involved in interpretation. Through analysis of a selection of classic literary texts, the course aims to stimulate in students a critical appreciation of literature, and to demonstrate the relevancy of literature to life. Students must submit two term papers on works representative of two different literary genres. Prereq: English 103.

**English 202. Advanced composition.**

This advanced-level prose writing course focuses on rhetorical devices--elements of language, style, and format--which appropriately accompany critical analysis in the humanities and social sciences (such as the rhetoric of literature and philosophy, of political inquiry, of social psychology, of interdisciplinarity, etc.) Students become familiar with MLA, APA, and other relevant standards of format, and present papers according to that format required in their chosen area of study. Prereq: English 103

**English 204/Management204. Business Communication.**

This course provides intensive instruction in the techniques, skills and various strategies necessary to produce effective business communication. It is designed to foster skills in writing routine and specialized business letters and memos as well as short and long reports. The course informs and drills students on principles of appropriate business prose and style. It particularly addresses topics such as prewriting, organization, paragraph development, syntax, diction, mechanics, editing, format and delivery as they apply to both written and oral business communications. Prereq: English 103, 111.







**English 211. A Survey of British Literature.**

This course is designed to introduce students to the main areas and concerns of British literature. In addition to providing background information about the important periods in British literature, the course focuses on representative writers and their works, as well as on major movements. Critical essays, poems, and prose excerpts, chosen to reflect the concerns of each period, are discussed within their broader sociopolitical and aesthetic context. Prereq: English 120.

**English 215. A Survey of American Literature.**

This survey course focuses on selected works of American literature which are representative of Colonial times through the twentieth century. The artistic and intellectual evolution of American literature during the span of history is considered, as in the relation of the specific selections (poems, essays, sermons, and prose pieces) to the historical, social, and cultural contexts from which they emerged. Prereq: English 120.

**English 223. Modern American Poetry.**

This course begins with a study of three seminal 19th century literary figures: Ralph Waldo Emerson, Walt Whitman, and Emily Dickinson. It then goes on to consider how the philosophical, thematic, and stylistic emphases of these three figures--Emerson's philosophical outlook, Whitman's celebration of the American spirit and values, and Dickinson's probings of the soul--gave rise to and shaped the distinctive trends and voices of 20th century American poetry. In depth, attention is given to significant poetic elements, such as voice, diction, imagery, symbolism, rhyme, rhythm, and meter. Prereq: English 120

**English 225. British and American Drama.**

The aim of this course is to introduce students to the major modernist and postmodernist trends of twentieth century drama. Through study of representative plays by European and American playwrights (including Shaw, Brecht, Williams, Beckett, Genet and others), the class will explore the transition from late nineteenth century naturalism to the

various forms of twentieth century experiential drama. While the emphasis is on drama as literature, attention is also devoted to the development of acting, directing, designing and staging techniques which have influenced playwrights during the present century. Prereq: English 120.

**English 227. The Novella.**

A course devoted to the close reading and analysis of representative examples of this important mixed genre, which combines the artistry of language to be found in short stories with the thematic depth characteristic of the novel. Each text will be read, analyzed and discussed/interpreted, with the assistance of secondary sources selected from a number of literary-critical interpretative perspectives. Prereq: English 120.

**English 233. Shakespeare.**

The purpose of this course is to familiarize students with Shakespeare's language, style, and ideas through a close analysis of certain of his plays. The texts will be studied in relation to the Elizabethan period and its drama, with particular emphasis given to the plays as performance texts. The course will be supplemented by audio-visual material. Prereq: English 120, 211.

**English 268. Twentieth Century Women Writers.**

This course gives precedence to women writers of the twentieth century. Beginning with a critical study of two seminal turn-of-the-century writers--Kate Chopin and Charlotte Perkins Gilman--the course goes on to explore literary works by a number of important twentieth century writers, such as V. Woolf, Katherine Mansfield, Katerine A. Porter, Isak Dinesen, Doris Lessing, and others. Consideration is given to questions of gender and its possible influence on the thematic concerns, stylistic choices, predominant world-views, and other emphases expressed in literature by women. Prereq: English 120.





**English 305. The International Novel.**

An investigation of the origins and development of the international novel, including its American roots, its British colonialist exponents, its form during the period between the two World Wars, and its post-WW II manifestations. Writers whose works are analyzed include Hawthorne, James, Kipling, Forster, Hemingway, Durrell and Greene. The course focuses on the texts themselves, with special attention devoted to the technical devices by means of which writers encounter the "stranger", including point of view, setting, and the utilization of cultural confrontation to sharpen and highlight the moral concerns of particular authors. Prereq: English 120.

**Greek 101. Beginning Modern Greek.**

The aim of the course is to develop the student's familiarity with oral and written language through dialogues concerning everyday situations and written material drawn from the popular media. Emphasis is on oral communication. Grammar is learned through dialogues illustrating everyday communication, while students gain practice by role-playing and acting out numerous everyday situations. The vocabulary used corresponds to basic social needs for an environment where Greek is spoken.

**Greek 102. Intermediate Modern Greek.**

This course is designed to further develop the student's fluency in Greek. Emphasis is given to oral practice, which includes active use of the spoken language, without neglecting the written language. Grammar is presented through dialogues involving everyday communication and written material from newspapers and magazines. Students engage in discussions on simple social topics. Prereq: Greek 101, or equivalent.

**History 101. Survey of Western Civilization I.**

Reading, analysis and discussion of the major ideas which have shaped the Western mind and structures of Western culture; emphasis is placed on the relation of these ideas to their historical contexts, as well as on political, economic and social institutions from the civilizations of Mesopotamia and Egypt to the period of the Renaissance.

**History 102. Survey of Western Civilization II.**

Following History 101, this course continues the survey of Western Civilization from the Renaissance to the modern era. Emphasis is placed on the reading of primary sources and the critical analysis of the main ideas developed in Western societies and their relationships to political, social, economic and cultural developments. Students are expected to pre-read all material and to participate in classroom discussions. Prereq: History 101.

**History 141. History of the U.S.A. I.**

A survey of American history from early migrations to the mid-nineteenth century and its aftermath. Focus is on Native American civilizations, colonial society, the roots of revolution, expansion, and slavery.

**History 142. History of the U.S.A. II.**

A continuation of History of the U.S.A. I., beginning with the Civil War and Reconstruction, the Progressive Era, World War I and the end of isolationism, the Depression, the New Deal, World War II, the Cold War, Vietnam, and recent trends. Prereq: History 141.

**History 151. Byzantine History.**

A survey of the political, institutional, religious and cultural history of the Byzantine Empire from the reforms of Diocletian and the conversion of Constantine up to the fall of Constantinople. Attention will be given to topics involving civilization, theological controversy, and the relations of the Empire with the Arabs, Slavs, and Western Europeans. Prereq: History 101.





**History 221. Europe and the World in the Twentieth Century.**

This course will examine such themes as the struggle between Modernism and Liberalism, the diplomacy of a near-century-long civil war, contemporary developments in economic thought and planning, the ideological basis of the Cold War, Europe's relationships with the world at large, and the prospects of a return to "normalcy" in the twenty-first century. Students will be evaluated on a variety of written and oral presentations. Prereq: History 102.

**History 231. Modern Greek History.**

This course examines such themes of Greece's recent past as nationalism, modernization, economic development, constitutional government, territorial expansion, foreign interference and others. Readings form the basis for critical analysis of the causes and consequences of major events, of contemporary ideas and of leading personalities through classroom discussion and written assignments. Prereq: History 102.

**Humanities 201. Great Texts From the Ancient World to the Christian World.**

This course examines important texts in poetry, history and philosophy from Homer to St. Augustine. The basic theme traced in the course is the development of the related concepts of virtue, order, justice, and truth. Texts include selections from Homer (*Iliad*), Hesiod (*Theogony, Works and Days*), Heraclitus and Parmenides, Aeschylus (*Oresteia*), Herodotus, Sophocles (*Oedipus Rex*), Thucydides, Plato (*Protagoras, Republic*), Euripides (*Bacchae*), Aristophanes (*Frogs*), Aristotle (*Poetics, Nichomachean Ethics, Politics*), portions from selected books of both the Old Testament (*Genesis, Ecclesiastes, Book of Job*) and the New Testament (*the Gospels, St. Paul's Epistles*), and extracts from Lucretius, Epictetus (*Enchiridion*), Marcus Aurelius (*Meditations*) and St. Augustine (*Confessions*). Prereq: English 120, History 101.

**Humanities 202. Great Texts From the Medieval World to the Modern World.**

This course examines important literary, historical and philosophical texts from the medieval era to the nineteenth century. The basic theme traced is the development of the related concepts of self, crisis, salvation, world. The readings include representative works of Dante (*Inferno* and selections from *Purgatory and Paradise*), Machiavelli (*The Prince*), Shakespeare (*Hamlet*), Milton (*Paradise Lost*), Montaigne (*Essays*), Descartes (*Discourse on the Method*), Hume (*Enquiries*), Voltaire (*Candide*), Rousseau (*Emile*), Kant (selections from *Groundwork of the Metaphysics of Morals* and *What is the Enlightenment*), Goethe (*Faust I*), Tolstoy (portions of *War and Peace*), Marx (*Eighteenth Brumaire of Louis Bonaparte, Communist Manifesto* and *Theses on Feuerbach*), and Dostoyevsky (*The Brothers Karamazov*). Prereq: English 120, History 102.

**Music 101. Music Appreciation.**

A course in learning how to listen to music attentively. Students are taught to follow what they hear, to discern meanings, and to reflect upon these. The course also examines the interaction of music with its social, cultural and historical contexts, and explores what music signifies both to its creators and to its listeners.

**Music 102. Survey of Music History.**

An exploration of various musical styles and genres in the history of music. The course expands the range of musical types students are exposed to in Music 101, refines student skills in listening, and takes into consideration in analysis and discussion fundamentals of music such as basic theory.

**Philosophy 101. Introduction to Philosophy and Critical Reasoning.**

The primary aim of this course is to train students in the skills required for critical analysis of discourse. Its secondary aim is to apply these critical analytic skills to the activity of philosophizing. Accordingly, the course is divided into two parts. In the first, the main concern is with the





validity of inferences. Students learn sentential and predicate calculus so that they are in a position to check the validity of any argument proposed. In the second part, the main concern is inquiry, and to this purpose the students apply logical theory first to questions concerning methodology (induction, hypothesis, abduction, explanation, reduction, theory, definition, distinction, issue, problem), and then they apply all these techniques to the discussion of two problems: the existence of God, and the problem of mind and its relation to matter.

**Philosophy 201. Ethics.**

A course to guide students from the main traditional problems and theories of ethics to the problems and concerns of recent ethical discussion by way of twentieth century metaethical investigation of nature, possibility and the limits of ethical discourse. It is divided into three parts: traditional ethical theories (Aristotle and Kant); the metaethical challenge to ethics of the first half of the twentieth century, and the recent return to normative ethical theory determining justice and happiness as fundamental concepts of all ethical discourse. Prereq: Philosophy 101.

**Philosophy 234/Psychology 234. Introduction to Cognitive Science.**

One of the most important intellectual developments of the past few decades has been the birth of an exciting new interdisciplinary field called cognitive science. Researchers in psychology, linguistics, computer science, philosophy and neuroscience realized that they were asking many of the same questions about the nature of the human mind and that they had developed complementary and potentially synergistic methods of investigation. The word *cognitive* refers to perceiving and knowing. Thus, *cognitive science* is the science of mind. Cognitive scientists seek to understand perceiving, thinking, remembering, understanding language, learning, and other mental phenomena, employing remarkably diverse research methods. Cognitive science is best conceived of as a broad interdisciplinary field that draws primarily on psychology, philosophy, linguistics, artificial intelligence, and neuroscience. These disciplines are to some extent distinct in their methods, theories and results, yet they are strikingly unified by the

convergence of their core questions and by the emergence in each of them of a computational, or information processing, view. This course will maintain a consistent computational viewpoint, while honoring the distinctive contribution of each of the disciplines. Prereq: Philosophy 101, Psychology 101, Comp. Sc. 101.

**Religion 101. Introduction to the Study of Religion.**

This course introduces the students to the study of Religion and to many of the world's living religions. Through readings and discussions, the concept of Religion is explored, and the histories and practices of religious traditions of the east and west are examined. This understanding of the history and philosophy of various religious traditions serves to broaden and deepen students' perception of the world around them.

**S o c i a l   S c i e n c e s**

**Anthropology 101. Introduction to Anthropology.**

An overview of major themes and concepts of Anthropology considered both in relation to the biological disciplines (Paleontology, Ethology, Sociobiology) and as the comparative study of human cultures (Social Anthropology/Ethnology). The course establishes the continuity of human culture from an evolutionary perspective and acquaints students with contemporary interdisciplinary debates on major issues.

**Anthropology 202. Modern Anthropological Theory.**

A comprehensive examination of the development of anthropological theory from its early 19th century evolutionist beginnings to its contemporary post-structuralist stage. The course is designed to acquaint students with issues of theory and methodology. It presents social anthropology as a unified discipline developed in relation to the social and political conditions of the world economy. Prereq: Anthropology 101.





***Anthropology 205. Ethnography.***

This course has a twofold focus. The first is to introduce students to the meaning of ethnography through an examination of the hazards and pleasures of "practicing an ethnography". Attention is drawn to the different perspectives an insider and an outsider may have of the same culture, as well as to how anthropologists proceed from observation to interpretation. The second focus of the seminar is to examine Greek ethnographies as examples of different theoretical approaches to various cultural aspects (e.g., social organization, symbolic systems, gender ideology, ethnic and regional identity), and to present an anthropological view of Greek culture and society. Prereq: Anthropology 101.

***Anthropology 211. Theory and Techniques of Archaeology.***

A survey of the archaeological discipline with focus on two themes: the material remains of past cultures and the techniques employed when studying archaeological remains. The course intends to broaden and deepen the students' understanding of past cultures and societies, thus providing enhanced insight into modern ones. Special emphasis is placed on the reconstruction of social structure, environment, technology, communication and cognitive systems of past societies, as well as on the analysis of archaeological explanation. Prereq: Anthropology 101.

***Economics 100. Principles of Economics.***

An introduction to micro- and macroeconomic concepts beginning with an analysis of the basic techniques. Topics considered in microeconomics include determining equilibrium prices and quantities in competitive markets, consequences of the various types of government intervention, theories of monopolistic and oligopolistic markets, externalities and public goods. Topics considered in macroeconomics include determining aggregate levels of output, employment, and inflation in the light of modern schools of economic thought. The student is introduced to current topics including economic growth and international economics.

***Economics 201. Microeconomic Theory.***

This course focuses mainly on neo-classical economics. Topics include the market and government intervention (equilibrium, surplus, intervention), consumer theory (preference theories, utility, Slutsky equation, choice), theory of the firm (stages of production, theory of costs), factor markets (competitive labor market, monopsony, trade unions, bilateral monopoly), production analysis (types of production functions, technological change), market structures (type of market forms, cartels, price leadership), and welfare economics (general equilibrium, cost-benefit analysis, externalities, public goods). Prereq: Economics 100.

***Economics 202. Macroeconomic Theory.***

This course focuses mainly on neo-Keynesian economics. Topics include comparative statics and dynamics, the IS/LM/BP model, major theories of consumption, investment and demand for money, the government sector (the supply of money, the budget constraint), the foreign sector, the labor market (alternative theories), formation of expectations (inflation, unemployment), macroeconomic policies (fiscal, monetary, exchange rate, combinations), and theories of economic growth. Prereq: Economics 100.

***Economics 221/Political Science 221. Game Theory for Socioeconomic Choices.***

Game Theory is the analytical study of decision making by participants in a competitive (cooperative) environment. Each participant can influence the outcome of a certain event, but no single participant can completely determine it. Applications of Game Theory include economic theory (e.g. price competition, efficiency of advertisement), military/political situations (e.g. arms control, negotiation, voting), and learning theory. The course is intended for students concentrating in economics/business, or political science. Prereq: Economics 100, Math 100.





**European Studies 211. European Integration I.**

An analysis of the pre- and postwar economic and political developments that led to the creation of the European Community (E.C.) and its transformation into the European Union (E.U.). This will include the main turning points in the history of the E.C. such as the successive enlargements, the Single European Act, the Maastricht Treaty and others. The course also includes an analysis of the institutions and the decision-making mechanisms of the E.U. and the structure and problems related to the E.U. budget. The course concludes with an overview of the major Common Policies, European Monetary Union (EMU), the relations with non-member states, and prospects for European Integration.

**European Studies 212. European Integration II.**

Following European Studies 211, this course focuses on the theory and empirical evidence of the effects of Economic Integration. The European Union serves as the main reference set, with respect to which common policies and free mobility issues are thoroughly and critically examined. Two important issues, Monetary Integration and the Financial Institutions of the E.U., are analyzed in depth. The course concludes with a discussion of the prospects of the E.U., including future stages as provided by the Maastricht Treaty, forthcoming enlargement, and other emerging issues. Prereq: European Studies 211, Econ 202.

**European Studies 222. External Relations of the European Union.**

This course examines the external relations of the European Union and its role in international economic and political affairs. It considers such questions as whether the European Union has achieved its early goal of becoming the "third superpower", and what internal factors shape its external policies. Other topics considered include European Political Cooperation before and after Maastricht, relations with the former Soviet satellites, and prospects for an eastward enlargement. Finally, the course considers the E.U.'s Common Commercial Policy and relations with GATT (or World Trade Organization), the U.S., Japan, the Mediterranean basin, and developing countries. Prereq: European Studies 212.

**History 101. Survey of Western Civilization I.**

Reading, analysis and discussion of the major ideas which have shaped the Western mind and structures of Western culture; emphasis is placed on the relation of these ideas to their historical contexts, as well as on political, economic and social institutions from the civilizations of Mesopotamia and Egypt to the period of the Renaissance.

**History 102. Survey of Western Civilization II.**

Following History 101, this course continues the survey of Western Civilization from the Renaissance to the modern era. Emphasis is placed on the reading of primary sources and the critical analysis of the main ideas developed in Western societies and their relationships to political, social, economic and cultural developments. Students are expected to pre-read all material and to participate in classroom discussions. Prereq: History 101.

**History 141. History of the U.S.A. I.**

A survey of American history from early migrations to the mid-nineteenth century and its aftermath. Focus is on Native American civilizations, colonial society, the roots of revolution, expansion, and slavery.

**History 142. History of the U.S.A. II.**

A continuation of History of the U.S.A. I., beginning with the Civil War and Reconstruction, the Progressive Era, World War I and the end of isolationism, the Depression, the New Deal, World War II, the Cold War, Vietnam, and recent trends. Prereq: History 141.

**History 151. Byzantine History.**

A survey of the political, institutional, religious and cultural history of the Byzantine Empire from the reforms of Diocletian and the conversion of Constantine up to the fall of Constantinople. Attention will be given to topics involving civilization, theological controversy, and the relations of the Empire with the Arabs, Slavs, and Western Europeans.





**History 221. Europe and the World in the Twentieth Century.**

This course will examine such themes as the struggle between Modernism and Liberalism, the diplomacy of a near-century-long civil war, contemporary developments in economic thought and planning, the ideological basis of the Cold War, Europe's relationships with the world at large, and the prospects of a return to "normalcy" in the twenty-first century. Students will be evaluated on a variety of written and oral presentations. Prereq: History 102.

**History 231. Modern Greek History.**

This course examines such themes of Greece's recent past as nationalism, modernization, economic development, constitutional government, territorial expansion, foreign interference and others. Readings form the basis for critical analysis of the causes and consequences of major events, of contemporary ideas and of leading personalities through classroom discussion and written assignments. Prereq: History 102.

**Political Science 101. Introduction to Political Science.**

An introduction to some of the fundamental concepts and problems within the field of political science through critical analysis of several issues. Topics include political power and authority, legitimacy, justice, the role of political institutions, including the legislative and executive branches of government, as well as an investigation of electoral systems and political parties.

**Political Science 102. Comparative Political Systems.**

A course designed to acquaint students with various types of political systems by comparing and contrasting these systems. Under investigation will be European parliamentary systems, political systems found in non-democratic nation-states, as well as systems found in newly-independent states. The focus will be on exploring a theoretical framework for comparing political systems, the effects of colonialism, modernization and development, and other related topics. Prereq: Political Science 101.

**Political Science 201. International Relations.**

The greater part of the course will be devoted to providing an understanding of the core issues of international relations, including the concepts of power and interdependence, conflict and cooperation, hegemony and influence, transnational economic relations and international organizations. Various approaches to the study of IR will be presented and compared, in an effort to allow the student to develop a critical perspective towards the subject. The last part of the course will consist of in-class discussions of the students' own research on topics of their choice. Prereq: Political Science 101.

**Political Science 202. Political Theory.**

This course is an introduction to the major schools dominating contemporary political philosophy. Therefore, emphasis is given not to the history of the subject, but to theories and concepts associated with the "revival" of political philosophy, which took place in the 1970's. The basic tenets of utilitarianism, egalitarian liberalism, libertarianism, analytical marxism and communitarianism are critically examined and special reference is made to the works of Rawls, Dworkin and Nozick. Students are expected not only to familiarize themselves with the relevant philosophical arguments, but to see how they bear upon the political agenda. Prereq: Political Science 101, Philosophy 101.

**Political Science 207/Sociology 207. The Modern Greek Nation-State.**

This course seeks to explore and analyze the characteristics of modern Greek society by investigating socio-cultural and political structures and institutions. The focus will be on the post-World War II era - the last half of the twentieth century - but some historical background from the first half of the century will also be included to provide the necessary background required for one to fully comprehend the idiosyncrasies of modern Greek society. Topics for discussion will include: (a) an analysis of the modern Greek state vis-à-vis various analytical paradigms used to explain state structures; (b) Greek civil society and the patron-client system; (c) Greek bureaucracy; (d) the Greek political party system; (e) the role of the Greek Orthodox church and religion in society, and (f) the Greek family as a social and economic institution in society. Prereq: Political Science 101, Sociology 101.





**Political Science 221/Economics 221. Game Theory for Socioeconomic Choices.**

Game Theory is the analytical study of decision making by participants in a competitive (cooperative) environment. Each participant can influence the outcome of a certain event, but no single participant can completely determine it. Applications of Game Theory include economic theory (e.g. price competition, efficiency of advertisement), military/political situations (e.g. arms control, negotiation, voting), and learning theory. The course is intended for students concentrating in economics/business, or political science. Prereq: Economics 100, Math 100.

**Psychology 101. Introduction to Psychology.**

The course provides a general overview of psychology as a science. Topics considered include perspectives in psychology today, a brief history of the subject, research methods used by psychologists, understanding of consciousness, human and animal learning, memory, nature and measurement of intelligence, emotions and motivation.

**Psychology 200. Introduction to Research Methods in Psychology.**

Designed for students electing the psychology concentration, this course presents the basic principles and theoretical concepts of research methodology. Students will learn to critique a research paper and to devise their own research projects. Topics will include developing hypotheses, issues of validity and reliability, phases of research and basic research designs in psychology. Prereq: Psychology 101, Math 100.

**Psychology 201. Developmental Psychology.**

This course adopts a life-span perspective, studying human development from conception to death. Theories of human development will be presented in detail, together with genetic and environmental influences. Following the chronological approach, the course will consider physical, cognitive and social development during infancy, childhood, adolescence, and adulthood. Prereq: Psychology 101.

**Psychology 202. Personality Theories.**

This course studies the four D's of personality (description, dynamics, determinants and development). The mask (persona) behind which a person hides is dropped and revelations, according to ten theories, follow. These aspire to give students a better understanding of human nature, behavior and experience. Prereq: Psychology 101.

**Psychology 212. Applied Psychology.**

Students are given a chance to see how recent psychological research and theory applies to people's everyday lives in numerous contexts: the workplace, the learning environment, and social interchange. Using real-life situations, it illustrates the principles of behavior and attitude change while fostering critical thinking skills on the part of the student. Prereq: Psychology 101.

**Psychology 234/Philosophy 234. Introduction to Cognitive Science.**

One of the most important intellectual developments of the past few decades has been the birth of an exciting new interdisciplinary field called cognitive science. Researchers in psychology, linguistics, computer science, philosophy and neuroscience realized that they were asking many of the same questions about the nature of the human mind and that they had developed complementary and potentially synergistic methods of investigation. The word *cognitive* refers to perceiving and knowing. Thus, *cognitive science* is the science of mind. Cognitive scientists seek to understand perceiving, thinking, remembering, understanding language, learning, and other mental phenomena, employing remarkably diverse research methods. Cognitive science is best conceived of as a broad interdisciplinary field that draws primarily on psychology, philosophy, linguistics, artificial intelligence, and neuroscience. These disciplines are to some extent distinct in their methods, theories and results, yet they are strikingly unified by the convergence of their core questions and by the emergence in each of them of a computational, or information processing, view. This course will maintain a consistent computational viewpoint, while honoring the distinctive contribution of each of the disciplines. Prereq: Philosophy 101, Psychology 101, Comp. Sc. 101.







**Psychology 301. Social Psychology.**

The theme of this course is social interaction: how man thinks, feels and acts in the presence of others. Topics include conformity, group processes, persuasion, prejudice, aggression, attraction and altruism. Experimental evidence as well as everyday situations will be considered. Prereq: Psychology 101.

**Psychology 312. Abnormal Psychology.**

A survey of the conceptions of abnormal behavior through the ages, with contemporary descriptions of the major psychological disorders according to DSM<sub>IV</sub>. Cases from each major category will be discussed and students will be expected to form hypotheses concerning real-life clinical situations. Prereq: Psychology 101, 202.

**Sociology 101. Introduction to Sociology.**

An introduction to the main concepts, methods and topics within the field of sociology, beginning with the origins of sociology as a science. Such topics as gender, family, work, education and its role within society, ethnicity and race, as well as social deviance will be critically analyzed and interpreted.

**Sociology 201. Contemporary Social Issues.**

This course initiates students into the conceptual framework and problems associated with "mass culture", through an analysis of that phenomenon. The course focuses on the analysis and interpretation of such contemporary social issues as feminism, race and ethnic relations (including internal colonialism), terrorism, as well as more specialized cases of institutionalized and clandestine violence. The course maintains a comparative perspective and thus the above issues will be considered both in their first and third world contexts. Prereq: Sociology 101.

**Sociology 202. Modern Sociological Theory.**

An examination and interpretation of sociological theory and the problems of theorizing, as evidenced in the works of major thinkers of the 19th and 20th centuries, including Comte, Spencer, Marx, Weber, Mills, Parsons,

and others. The course also explores contemporary approaches in sociology, including ethnomethodology, positivism, and symbolic interactionism. Prereq: Sociology 101.

**Sociology 203. Sociology of Literature, Drama and Cinema.**

This course introduces the social aspects, determinations and meaning of three major modern cultural institutions: Literature, Drama and Cinema; and develops a sociological understanding of their historical, aesthetic and hermeneutic dimensions. The course explores the questions and methods of current sociological research into various aspects of their production, distribution and reception. Prereq: Sociology 101.

**Sociology 205. Sociology of Mass Communications.**

An overview of the main issues relating to the origins, development and significance of the mass media in the 20th century. The course aims to provide a comprehensive definition and description of mass communication, to develop a sociological understanding of the history, organization, role and effects of the mass media, and to provide an analytical approach to the interpretation of the messages of the mass media. Prereq: Sociology 101.

**Sociology 207/Political Science 207. The Modern Greek Nation-State.**

This course seeks to explore and analyze the characteristics of modern Greek society by investigating socio-cultural and political structures and institutions. The focus will be on the post-World War II era - the last half of the twentieth century - but some historical background from the first half of the century will also be included to provide the necessary background required for one to fully comprehend the idiosyncrasies of modern Greek society. Topics for discussion will include: (a) an analysis of the modern Greek state vis-à-vis various analytical paradigms used to explain state structures; (b) Greek civil society or patron-client system; (c) Greek bureaucracy; (d) the Greek political party system; (e) the role of the Greek Orthodox church and religion in society; and (f) the Greek family as a social and economic institution in society. Prereq: Political Science 101, Sociology 101.





*Sociology 222. Sociology of Science.*

This course aims to introduce students to the social aspects, determinants and implications of scientific theory and research, by examining the economic, political, ideological and moral context(s) within which modern science is practiced. Major topics to be considered included the rise of modern science, the social logic of scientific discovery, and the relationship between modern science and culture. Prereq: Sociology 101.



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*Mathematics, Science  
& Computer Science*

**Mathematics 100. Precalculus.**

This introductory-level college math course begins from a review of linear equations, inequalities and their applications, and then proceeds to systems of linear equations, matrices and determinants. It introduces counting techniques and probability theory, function theory and graphing techniques, polynomial and rational functions, exponential and logarithmic functions and their applications. Maximum-minimum problems and modelling constitute the final topic.

**Mathematics 101. Calculus.**

This course begins from a review of functions and their graphs, followed by limits and continuity, average and instantaneous rates of change, differentiation and applications (maximum-minimum problems), functions of several variables, partial differentiation, optimization and constraint optimization problems, antiderivatives and integrals, and applications of integration. The concluding topic is an introduction to differential equations. Prereq: Math 100.

**Mathematics 109. Social Statistics.**

The aim of this course is to provide the students with an understanding of the basic concepts and methods of descriptive and inferential statistics and probabilities, such as summary measures, probability, random variables, probability distributions, confidence interval estimation, hypothesis testing, regression and correlation analysis. Prereq: Math 100.

**Mathematics 111. Statistics I.**

This course introduces students to basic statistical concepts and techniques. Each technique is illustrated by examples which help students to understand not only how the statistical techniques are used, but also why decision makers need to use them. Topics covered include Frequency

Distributions, Statistical Descriptions, Introduction to Probability Theory, Discrete Probability Distributions, Continuous Probability Distributions, Sampling and Sampling Distributions. Prereq: Math 100.

**Mathematics 221. Reasoning-Modelling-Problem Solving.**

This course, designed for liberal arts students, considers the follows topics: combinatory logic and combinatorics, recurrence relations and difference equations, social science matrices (input-output analysis, Markov processes), decision theory, game theory (including the theories of conflict and of conflict and cooperation), and learning automata. Prereq: Math 100.

**Biology 101. Introduction to Biology.**

This course introduces the basic principles of modern biology; the framework within which new discoveries are interpreted, and the relations among various branches of biological research. Emphasis is given to mammalian, particularly to human, biology, the genetic revolution, the eukaryotic cell, and multicellular systems. Laboratory included.

**Chemistry 101. General Chemistry.**

Designed for non-science majors, the course presents the basic principles of modern Chemistry within the framework of the modern world and the processes involved in technological developments. Information is first presented at the submicroscopic level of electrons, atoms, and molecules, to show how subtle events at this level may be propagated upward to affect organisms, societies and entire ecosystems. Acids, bases and their equilibria are treated as basic proton/electron transfer reactions related to organic and inorganic matter. Laboratory included.





### **Physics 101. Foundations and Applications.**

This course is designed to introduce students to the basic theories and principles of Physics, to consolidate these theories with observations and experimentation and to acquaint students with new technological applications. Each of these aims contains the following: (1) *Theories*. Fields of study, basic mechanics (motion and dynamics of particles and rigid bodies), work and energy, planetary system, temperature and kinetic theory, heat and thermodynamics, electricity, and magnetism; (2) *Experimentation*. The students gain the opportunity to examine most of the above-mentioned theories and to learn how a scientific work (experiment) can be presented; (3) *Technological applications*. New technological achievements are presented to students. Artificial satellites and their importance to communications, conversion of solar energy to heat and electricity (solar heating systems, greenhouses, solar cells), and high temperature superconductors are some of the modern technologies described. Laboratory included.

### **Computer Science 100. Basic Keyboarding.**

This non-credit course emphasizes (1) basic mastery of the keyboard, (2) increasing speed and accuracy as students acquire typewriting skills for personal use, and (3) introductory microcomputer skills using standard word-processing programs.

### **Computer Science 101. Introduction to Computers.**

The purpose of this course is to provide a solid foundation in computer concepts and a thorough understanding of computer applications, so that the student may become an effective computer user. The course includes detailed discussions of computer hardware and software components and practical lab experience with common word-processing and spreadsheet software.





## *B u s i n e s s   A d m i n i s t r a t i o n*

### *A c c o u n t i n g*

#### *Accounting 101. Financial Accounting.*

This course is designed to provide students with an understanding of accounting information and the environment in which it is developed and used. Accounting principles and procedures are discussed in order to provide an understanding of the financial accounting process, including the recording, summarizing, and reporting of business transactions which result in the preparation of financial statements. Topics covered include accounting and the business environment, revenue and cost recognition, asset valuation, depreciation, and an introduction to financial statement analysis. Prereq: Math 101, Economics 100.

#### *Accounting 102. Managerial Accounting.*

The course is designed to give insight into the use of accounting reports and information for internal purposes. Students will be exposed to the use of accounting data in order to set plans, control and make managerial decisions. Furthermore, students will become familiar with using some management accounting techniques and methods, in order to produce the required information. Topics include management accounting vs. financial accounting, costing systems, cost relationships and c.v.p. analysis, segmented reporting, profit planning, standard costing and responsibility accounting. Prereq: Accounting 101.

#### *Accounting 201. Cost Accounting.*

This course focuses on determining costs on a company-wide basis and using them to improve business efficiency and establish prices. Topics include basic cost concepts such as the distinction between different types of cost, the establishment of cost centers within an operation, the main types of cost systems, cost allocation to joint products and by-products, and the allocation of cost of service departments. Also

examined are aspects of cost control such as the reversibility of fixed costs, the profitability of specific products, and customers and the analysis of make-or-buy decisions. Prereq: Accounting 102.

#### *Accounting 202. Financial Statement Analysis.*

This course considers the interpretation of various aspects of financial statements and their economic significance. Topics include comparison between book and market value of assets, uncollectible receivables, alternative methods for inventory valuation, valuation of leases and the use of financial ratios in evaluating company performance, credit lines and stock prices. An overview is also provided of issues such as company valuation, treatment of goodwill, and accounting for investments in securities. Prereq: Accounting 102.

#### *English 204/Management 204. Business Communication.*

This course provides intensive instruction in the techniques, skills and various strategies necessary to produce effective business communication. It is designed to foster skills in writing routine and specialized business letters and memos as well as short and long reports. The course informs and drills students on principles of appropriate business prose and style. It particularly addresses topics such as prewriting, organization, paragraph development, syntax, diction, mechanics, editing, format and delivery as they apply to both written and oral business communication.

### *C o m p u t e r   S c i e n c e*

#### *Computer Science 101. Introduction to Computers.*

The purpose of this course is to provide a solid foundation in computer concepts and a thorough understanding of computer applications, so that the student may become an effective computer user. The course includes detailed discussions of computer hardware and software components and practical lab experience with common word-processing and spreadsheet software.





**Computer Science 201. Computer Information Systems and Database Management.**

This course examines computer information systems as a whole and database technology in particular. Its broad objectives are to help students to manage information technology, play an active role in systems analysis and design, and use a microcomputer system effectively. The first part of the course introduces the basic concepts, classifications, and common applications of information and database systems. The second part concentrates on the process of developing information systems. Prereq: Computer Science 101.

**E c o n o m i c s**

**Economics 100. Principles of Economics.**

An introduction to micro- and macroeconomic concepts beginning with an analysis of the basic techniques. Topics considered in microeconomics include determining equilibrium prices and quantities in competitive markets, consequences of the various types of government intervention, theories of monopolistic and oligopolistic markets, externalities and public goods. Topics considered in macroeconomics include determining aggregate levels of output, employment, and inflation in the light of modern schools of economic thought. The student is introduced to current topics including economic growth and international economics.

**Economics 201. Microeconomic Theory.**

This course focuses mainly on neo-classical economics. Topics include the market and government intervention (equilibrium, surplus, intervention), consumer theory (preference theories, utility, Slutsky equation, choice), theory of the firm (stages of production, theory of costs), factor markets (competitive labor market, monopsony, trade unions, bilateral monopoly), production analysis (types of production functions, technological change), market structures (type of market forms, cartels, price leadership), and welfare economics (general equilibrium, cost-benefit analysis, externalities, public goods). Prereq: Economics 100, Math 101.

**Economics 202. Macroeconomic Theory.**

This course focuses mainly on neo-Keynesian economics. Topics include comparative statics and dynamics, the IS/LM/BP model, major theories of consumption, investment and demand for money, the government sector (the supply of money, the budget constraint), the foreign sector, the labor market (alternative theories), formation of expectations (inflation, unemployment), macroeconomic policies (fiscal, monetary, exchange rate, combinations), and theories of economic growth. Prereq: Economics 100, Math 101.

**Economics 242/Management 242. Applied Managerial Economics.**

This course refers to the application of economic theory and the tools of analysis of decision science to examine how an organization can achieve its aims or objectives most efficiently. The course uses the theory of the firm to integrate and link economic theory (microeconomics and macroeconomics), decision sciences (mathematical economics and econometrics), and the functional areas of business (accounting, finance, marketing, personnel or human resource management, and production) and shows how all of these topics are crucial components of managerial decision-making. As an overview course, applied managerial economics shows how managerial decisions are actually made in the real world through a large number of real-world cases. Prereq: Economics 201, Math 211.

**E u r o p e a n S t u d i e s**

**European Studies 211. European Integration I.**

An analysis of the pre- and postwar economic and political developments that led to the creation of the European Community (E.C.) and its transformation into the European Union (E.U.). This will include the main turning points in the history of the E.C. such as the successive enlargements, the Single European Act, the Maastricht Treaty and others. The course also includes an analysis of the institutions and the decision-making mechanisms of the E.U. and the structure and problems related to the E.U. budget. The course concludes with an overview of the major Common Policies, European Monetary Union (EMU), the





relations with non-member states, and prospects for European Integration.

**European Studies 212. European Integration II.**

Following European Studies 211, this course focuses on the theory and empirical evidence of the effects of Economic Integration. The European Union serves as the main reference set, with respect to which common policies and free mobility issues are thoroughly and critically examined. Two important issues, Monetary Integration and the Financial Institutions of the E.U., are analyzed in depth. The course concludes with a discussion of the prospects of the E.U., including future stages as provided by the Maastricht Treaty, forthcoming enlargement, and other emerging issues. Prereq: European Studies 211.

**European Studies 222. External Relations of the European Union.**

This course examines the external relations of the European Union and its role in international economic and political affairs. It considers such questions as whether the European Union has achieved its early goal of becoming the "third superpower", and what internal factors shape its external policies. Other topics considered include European Political Cooperation before and after Maastricht, relations with the former Soviet satellites, and prospects for an eastward enlargement. Finally, the course considers the E.U.'s Common Commercial Policy and relations with GATT (or World Trade Organization), the U.S., Japan, the Mediterranean basin, and developing countries. Prereq: European Studies 212.

**F i n a n c e**

**Finance 201. Introduction to Finance.**

This course provides the students with a knowledge of basic financial management concepts, theories and practices. The subjects covered are the following: the role of Finance within the firm and the economy as a whole; the role and types of financial institutions and financial markets;

analysis of financial statements; cash flow statements and ratio analysis; time value of money; risk and return; valuation of bonds; common and preferred stock; capital budgeting techniques and decision making; financial decision making (long-term debt, equity, leasing), and dividend policy. Prereq: Accounting 101, 102, Computer Science 101, Math 101, Economics 201.

**Finance 202. Managerial Finance.**

Advanced financial issues are presented, while some issues covered in Finance 201 are analyzed in greater depth. Emphasis is given to the management of financial instruments, as well as the financial planning process. Students become acquainted with the application and use of financial models through detailed real-life problem solving assignments. Topics covered include cash/marketable securities management, accounts receivable management, inventory management, capital budgeting, leasing, mergers/acquisitions/holding companies, financial planning, and international financial management. Prereq: Finance 201, Math 111.

**Finance 210. Money and Banking.**

This course is designed to provide an understanding of some key issues related to money, monetary policy and banking in a domestic and international setting. Major topics covered in the money part of the course include money creation, the monetary system, policy and control. The banking part begins with an examination of the main banking operations and functions, and continues with a discussion of the main principles of bank asset and liability management. The markets in which banks operate, including the domestic, international and Euro-currency money and capital markets are then described and the operations of banks in these markets are assessed. The risks encountered in banking are addressed, together with the means of controlling such risks. Finally, the safety and stability of the banking system is considered. Prereq: Economics 201, Math 111.





**Finance 220. Investment and Portfolio Management.**

The principal purpose of this course, is to offer a comprehensive introduction to the characteristics and analyses of individual securities, as well as the theory and practice of combining securities to form optimal portfolios. It provides an understanding of the general principles of financial and investment decision-making through an examination of asset pricing models and the efficient market hypotheses as well as the determination of interest rates, bond and stock pricing and bond and stock portfolio management. Prereq: Finance 202, Math 211, Economics 202.

**Finance 232. International Finance.**

This course, designed for students who wish to build upon the basic economic and financial principles they have acquired in the areas of microeconomics and corporate finance, covers both the management and the markets of multinational and European businesses. Students are exposed to the international business environment, with emphasis on the challenges financial managers face in the dynamic and rapidly expanding world of international and European finance. More specifically, students thoroughly examine recent developments in the following areas: financial management of an internationally-oriented business, international financial markets, multinational capital structure and the cost of capital, hedging of exchange rate movements and financing of international trade, and the international banking environment. Prereq: Finance 202.

**Business Law 240. Principles of Commercial Law.**

Principles of commercial law relating to the business organization and its environment are covered. Topics include forms of business organization, creation of new business ventures, laws relating to sales, purchasing, employment, consumer protection, real estate, contracts, insurance, antitrust, and bankruptcy.

**Business Law 242. European Business Law.**

An introduction to institutional European Community Law, beginning

with an analysis of the basic principles of the European Union and the rules concerning the establishment and functioning of the internal market. The following topics are examined: consumer protection policy and legal protection, including directives on product liability and on the drawing of contracts away from business premises; elements of environmental E.U. law which may affect the opening and/or operation of a business; characteristics and limitations of new types of business (hire-purchase, leasing, factoring, forfeiting); negotiable instruments; technology transfer agreements, patent law, copyright protection; aspects of E.U. external trade in relation to commercial defense measures such as import and export regimes, anti-dumping and subsidy measures related to the operation of multinationals within the E.U. Ethical and management issues are considered throughout the course.

**Management**

**Management 101. Introduction to Management.**

This course provides students with a knowledge of basic management theories and concepts, and introduces them to simple case studies relevant to the theoretical background that is covered. The subjects examined, including some insights from international management, are the following: the external and internal environment within which an organization operates; the historical foundations of Management; the social responsibility of business and the relation between business and government; the managerial function of planning; management by objectives; the organizing function and organizational structures; the function of staffing and personnel selection; the function of leading, motivation and job satisfaction, and finally, the function of controlling and coordinating a firm's actions to achieve its objectives.

**Management 201. Organizational Behavior.**

The behavior of individuals and groups within the organizational context is presented and analyzed. Different forms of organizational behavior are considered, providing students with exposure to various models. Topics covered include the context of organizational behavior, organizational culture, understanding individual behavior, personality-perception attitudes, job satisfaction, job stress, motivation and learning, interpersonal behavior and dynamics, leadership, power and politics. Prereq: Management 101.

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**Management 204/English 204. Business Communication.**

This course provides intensive instruction in the techniques, skills and various strategies necessary to produce effective business communication. It is designed to foster skills in writing routine and specialized business letters and memos as well as short and long reports. The course informs and drills students on principles of appropriate business prose and style. It particularly addresses topics such as prewriting, organization, paragraph development, syntax, diction, mechanics, editing, format and delivery as they apply to both written and oral business communication.

**Management 210. Personnel Management.**

Theoretical concepts and principles that relate to the management of the human resources of an organization are presented. The main objective is to give students an in-depth understanding of the personnel management function. Topics covered include human resource planning, demand and supply for human resources, job analysis and design, recruitment, selection, training and development of human resources; performance appraisal, compensation systems, employee benefits and services, security and health issues, employee motivation, personnel communication, labor unions, and collective bargaining. Prereq: Management 101, 201.

**Management 218. International Business.**

The objective of this course is to present an overview of the global environment within which firms operate. Students are exposed to all aspects of international business and will learn how to interpret international developments and evaluate their consequences for the firm. Among the topics considered are the nature of the multinational corporation, the institutional framework for international business, environmental factors influencing the choice of international investment sites, factors related to business operations in specific countries/ regions, and the special circumstances relating to the marketing and financing of international businesses. Prereq: Management 101.

**Management 220. International Management.**

Students are introduced to the global business environment within which international and multinational companies operate. Issues are discussed at the macroeconomic and microeconomic levels. Topics covered include human and cultural factors influencing the business environment, international trade theory, foreign investment forms, the international payments system, foreign exchange, planning for international operations, and international business strategies. Prereq: Management 101, 218.

**Management 230. Small Business.**

This course addresses the essential aspects of operating a small to medium-sized company. All major areas of management will be covered with emphasis on their practical application to the Greek business environment. Topics covered include entrepreneurship, new venture feasibility, starting a small business, forms of ownership, strategic planning, marketing concepts and accounting principles for the small business, risk taking, human resource management and international opportunities. Prereq: Management 101, Accounting 101, Finance 201.

**Management 242/Economics 242. Applied Managerial Economics.**

This course refers to the application of economic theory and the tools of analysis of decision science to examine how an organization can achieve its aims most efficiently. The course uses the theory of the firm to integrate and link economic theory (microeconomics and macroeconomics), decision sciences (mathematical economics and econometrics), and the functional areas of business (accounting, finance, marketing, personnel or human resource management, and production) and shows how all of these topics are crucial components of managerial decision-making. As an overview course, applied managerial economics shows how managerial decisions are actually made in the real world through a large number of cases. Prereq: Economics 201, Math 211.

**Management 250. Export Management.**

This course deals with applied aspects of foreign trade and investment in





production capacity abroad. Modes of foreign market entry, effects of currency fluctuations on the performance of a firm with customers or suppliers in other countries, pricing issues for products sold abroad, the impact of foreign taxes and duties, and opportunities in some emerging markets are examined. Students are also introduced to sources of information for research on foreign companies with respect to product, sector, and country. Prereq: Management 101.

**Management 301. Business Strategy.**

The goal of this course is to enable students to approach the whole organization: marketing, finance, accounting and personnel functions together. Strategy and structure are the central themes of the course. Topics covered include the business environment, the systems approach, industry analysis, organizational intelligence, organizational structuring, organizational power, strategy development and implementation, leadership styles, managing the external environment, and strategic decision-making. Prereq: Management 101, Finance 201, Marketing 101.

**Management 312. Production and Operations Management.**

The course provides an overview of concepts, methodologies and applications of production and operations management. Topics include productivity, forecasting demand, location and capacity planning, inventory control, project management, operations scheduling, just-in-time systems, quality control, total quality management. Prereq: Management 101.

**Management 315. Management Science.**

An intensive course in the fundamentals of mathematical model construction for analyzing business problems. Topics include linear programming, transportation and assignment problems, network models, waiting line models, Markov processes and decision theory. Extensive use of computer models will be made. Prereq: Math 101, 111, Management 101.

## Marketing

**Marketing 101. Introduction to Marketing.**

The objectives of this course are to introduce the basic marketing concepts, to present the practical use of marketing in modern corporations, to provide students with the elements of market thinking in solving business problems and to prepare them for working in the competitive and dynamic field of marketing. Topics covered include the macro and micro role of marketing, market segmentation, marketing information systems and basic principles of marketing research, demographic and behavioral dimensions of consumers, marketing mix and the four P's (product analysis, product strategies, new product development, and product distribution), pricing policies, promotional and advertising campaigns and marketing plan construction. The course is enriched by current articles, real-world cases, video projections, project construction and marketing simulation.

**Marketing 201. Marketing Strategy.**

This course emphasizes strategic decision-making that managers exercise in order to satisfy consumer needs. The importance of market planning as it relates to corporate survival and prosperity is closely examined. Of primary interest is the development, implementation and control of a Marketing Plan. Prereq: Marketing 101.

**Marketing 212. Sales Management.**

This course focuses on the principles and practices of personal selling and the management of the sales force. It applies the management approach to the analysis of the sales manager's functions, accountabilities and decision-making within the context of the market environment. Prereq: Management 101, Marketing 101.

**Marketing 214. Advertising.**

The primary objective of this course is to introduce students to the challenging world of advertising and promotion. Advertising is examined as a distinctive element of promotion, together with other communication tools. Current developments in advertising are discussed and an integrative perspective is adopted, due to rapid changes





and metamorphoses in the advertising business. Emphasis is given to the role of modern marketing communications, the organizational needs and structure in the field of advertising and promotion, determining advertising objectives and budget, creative strategy, media planning, analysis of broadcast and print media, types of support media and other promotional tools, and measurement of advertising effectiveness. The large number of advertising techniques and applications, as well as students' everyday exposure to thousands of communication messages, impose the use of many cases, projects, real-world examples and class discussions. Prereq: Marketing 101.

**Marketing 218. Services Marketing.**

This course concentrates on the application of the theory and practice of marketing in the service sector of the economy. It identifies and elucidates the particularities of the service sector and its growing significance for contemporary economies. A number of industries within the sector, such as tourism, education, and transportation services are thoroughly explicated. Prereq: Marketing 101.

**Marketing 220. Marketing Research.**

The major objective of this course is to introduce students to the useful and multi-purpose theory and practice of marketing research. Application of this theory to product, price, place and promotion strategies, as well as to every practical marketing issue confronting a business organization, is one of the main course goals. Topics that are discussed in detail include the role and the environment of marketing research, planning a research project, secondary sources of information, qualitative interviewing methods, survey-interviewing methods, the basics of sampling, major sampling techniques, questionnaire construction, data-processing, analysis and tabulation, and reporting research findings. All topics are accompanied by many examples and real business situations. Case analysis is an indispensable learning tool. Prereq: Marketing 101.

## Mathematics

**Mathematics 101. Calculus.**

This course begins from a review of functions and their graphs, followed by limits and continuity, average and instantaneous rates of change, differentiation and applications (maximum-minimum problems), functions of several variables, partial differentiation, optimization and constraint optimization problems, antiderivatives and integrals, and applications of integration. The concluding topic is an introduction to differential equations. Prereq: Math 100.

**Mathematics 111. Statistics I.**

This course introduces students to basic statistical concepts and techniques. Each technique is illustrated by examples which help students to understand not only how the statistical techniques are used, but also why decision-makers need to use them. Topics covered include Frequency Distributions, Statistical Descriptions, Introduction to Probability Theory, Discrete Probability Distributions, Continuous Probability Distributions, Sampling and Sampling Distributions. Prereq: Math 100.

**Mathematics 211. Business Statistics II.**

Continuing from Statistics I, this course is intended for students of Business Administration. It focuses on Interval Estimation, Hypothesis Testing, Statistical Inference about Means and Proportions with Two Populations, Inferences about Population Variances, Analysis of Variance and Experimental Design, Simple Linear Regression and Correlation, Index Numbers, Nonparametric Methods. Prereq: Math 101, 111.

**Mathematics 221. Reasoning-Modelling-Problem Solving.**

This course, designed for liberal arts students, considers the follows topics: combinatory logic and combinatorics, recurrence relations and difference equations, social science matrices (input-output analysis, Markov processes), decision theory, game theory (including the theories of conflict and of conflict and cooperation), and learning automata. Prereq: Math 100.





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**Challenger, Anna.** M.A., Philosophy, Kent State University; Ph.D., American and Comparative Literature, Kent State University (Reg.) *English Department Chair*

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**Gratale, Joseph.** B.A., History, William Patterson College; M.A., History, Montclair State University (Adj.) *History*

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**Nikas, Chris.** B.Sc., University of Macedonia; M.A., College of Europe; Ph.D., University of York (Adj.) *Economics, European Studies*

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**Savvidis, Christos.** B.Sc., Finance and Marketing, Syracuse University; M.B.A., Finance and Marketing, Adelphi University (Adj.) *Management*

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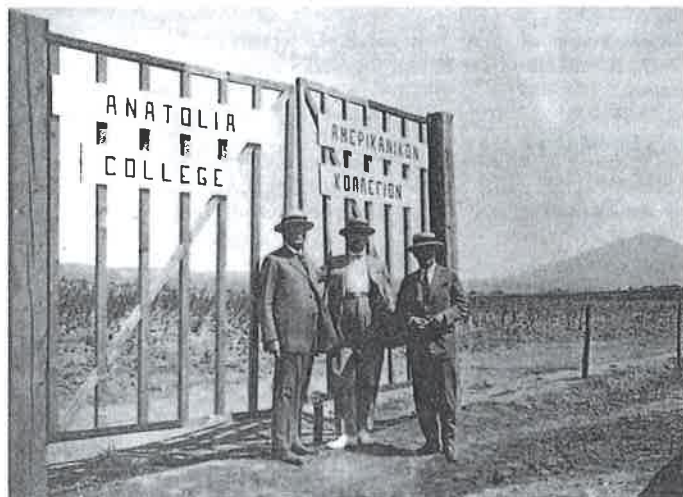
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**ACADEMIC CALENDAR**  
1996 - 1997

Last day of classes  
Final examinations

June 3  
June 5-11

**Fall Semester**

Entrance Examination Sept. 11  
 Freshman Orientation Sept. 16  
 Registration Sept. 16-20  
 First day of classes Sept. 23  
 Last day for changing courses Sept. 27  
 National Holiday, no classes Oct. 28  
 Last day for dropping courses Nov. 8  
 Polytechnic Memorial Holiday, no classes Nov. 17  
 Last day of classes before Christmas vacation Dec. 20  
 Classes resume Jan. 7  
 Last day of classes Jan. 14  
 Final examinations Jan. 16-22

**Summer Session**

First day of classes June 17  
 Last day for dropping courses July 2  
 Entrance Examination for Fall 1997 July 9  
 Last day of classes July 17  
 Final examinations July 18

Holidays are those generally observed in Greece. The Administration reserves the right to establish the academic calendar and to make changes to meet any special or unforeseen circumstances.

**Spring Semester**

Entrance Examination Jan. 28  
 The Three Hierarchs, no classes Jan. 30  
 Freshman Orientation Feb. 3  
 Registration Feb. 3-7  
 First day of classes Feb. 10  
 Last day for changing courses Feb. 14  
 Clean Monday, no classes Mar. 3  
 National Holiday, no classes Mar. 25  
 Last day for dropping courses Mar. 28  
 Last day of classes before Easter vacation Apr. 18  
 Classes resume May 5



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