

CHAPTER 1: GENERAL INTRODUCTION

1. Adult Degree Program Mission Statement

The Adult Degree Program provides access to a Linfield education for adults.

Access:

- provides affordable education in selected locations in Oregon and online anywhere
- is committed to working cooperatively with other institutions of education to provide higher education to underserved communities
- employs a variety of delivery formats to overcome geographical restrictions: evening, weekend and online courses
- allows students to complete their programs at their own pace

Linfield education:

- provides a catalyst that activates the learning process
- creates a caring, supportive environment for adult learners
- builds a knowledge base providing skill development for today and the complex world of tomorrow
- equips students for leadership in the workplace, community and global society

Adults:

- values experiential learning as a component of a broad based education
- capitalizes on the maturity, focus and commitment of the adult learner

Linfield Values and Traditions

In the quality of instruction, the range of curricular offerings, the composition of degree programs and the implementation of policies and procedures, the Adult Degree Program administered by the Division of Continuing Education conforms to Linfield standards. We value maximum involvement of Linfield faculty members in establishing guidelines, hiring adjunct faculty members and teaching working adults.

Linfield's first involvement with adult education came in the 1930s when, as a response to the hard times brought on by the Great Depression, it offered vocational classes for McMinnville residents. This program, however, lasted only a short time.

In the 1970s the College began offering liberal arts classes to nursing students at Good Samaritan Hospital in Portland. The Adult Degree Program expanded rapidly as centers were established in Albany, Astoria, Bend, Coos Bay, Eugene, Salem and Longview, Washington as well as in McMinnville and Portland. Now through this program, working adults can earn degrees in Accounting, Arts & Humanities, Business Information Systems, International Business, Management and Social & Behavioral Sciences. RNs with active licenses earn a Bachelor of Science in Nursing (BSN)

Responding to the Needs of the Adult Learner

We try to respond to what is unique about the adult learner in ways consistent with Linfield standards and traditions. Adult learners bring to the formal educational process both a seriousness of purpose and a wealth of professional and personal experience. Classes build upon this experience by emphasizing group discussion with professors, facilitating an intensely interactive learning process. Also, when students in the degree programs demonstrate that they have acquired college level learning through their personal and professional experience, they may earn credit toward their Linfield degree.

If maturity and experience make adult learners exciting students to teach, then multiple career and family responsibilities give them special advising and logistical needs. In the Adult Degree Program we schedule classes during evenings, weekends and online and allow students to progress at their own pace. Local advisors address student needs in a manner that shows respect for the students as adults. The office staff endeavors to follow administrative procedures that combine concern for equity and efficiency with sensitivity to individual needs.

Responding to Community Needs

The Division of Continuing Education is one of the principal links between Linfield College and the surrounding communities. In our on-campus summer session we seek to create stimulating educational experiences for traditional Linfield undergraduates. Through our Adult Degree Program we bring valuable academic resources to many communities.

In performing these services, we draw on both Linfield and local community resources. For example, in our degree programs, we enter into cooperative agreements with local community colleges and businesses concerning facility usage, programming and resource sharing. We also arrange for our adult students to have access to the services of Nicholson Library on the McMinnville campus as well as to local library facilities. We select, train and support qualified on-site academic advisors who help students meet their educational needs by combining local and Linfield resources.

Responding to a Changing Society

In our rapidly changing society, both individuals and institutions have pressing practical needs. Individuals must continually upgrade their knowledge and skills throughout their lives. Many must also change careers more than once. The Adult Degree Program attempts to respond to these needs by offering career-oriented programs rooted in the liberal arts tradition. This tradition with its emphasis on critical thinking skills and integrated learning has always taken as its primary task the nurturing of individuals capable of adapting and contributing creatively to a changing society.

2. History of Linfield College

Linfield is one of the oldest colleges in the Pacific Northwest. It traces its roots to an institution established by the Baptists in 1849. The Baptist College in McMinnville was chartered in 1858 by the Oregon Territorial Legislature. It was later named McMinnville College.

The name was changed to Linfield College in 1922 in memory of a Baptist minister whose widow, Frances Ross Linfield, gave property worth more than \$250,000 to the college. Six years later, Linfield was fully accredited by the Northwest Association of Schools and Colleges.

Today, Linfield maintains an American Baptist affiliation although the staff, faculty, students and trustees are bound by no religious requirements.

The pioneer spirit and commitment to learning have guided Linfield's growth for more than 151 years. While the college has changed much from the early days, its mission has remained constant – to teach undergraduates in an atmosphere of academic freedom that fosters intellectual rigor, creativity, and a sense of personal and social responsibility.

The main campus at McMinnville consists of 193 acres of oak and evergreen-covered fields and lawns. Linfield also maintains a campus in northwest Portland adjacent to Good Samaritan Hospital. The latter facility houses the Linfield–Good Samaritan School of Nursing and the Adult Degree Program's Portland office and classrooms.

Linfield has two libraries: The Jereld R. Nicholosl Library at the McMinnville campus and the Portland campus library. The comprehensive catalog provides access to many print and electronic resources. Linfield belongs to the Orbis Cascade Alliance, a group of 35 academic libraries in Oregon and Washington. Summit, the Alliance catalog, has 29 million records from which students can order materials free of charge.

3. Accreditation

Linfield is fully accredited by the Northwest Commission on Colleges and Universities. The RN to BSN program is accredited by the Oregon State Board of Nursing and the Commission on Collegiate Nursing Education (CCNE). The college offers three undergraduate degrees, Bachelor of Arts (BA), Bachelor of Science (BS) and Bachelor of Science in Nursing (BSN).

4. Statement of Non-Discrimination

Linfield College is an equal opportunity employer and follows an affirmative action policy in faculty and staff recruitment and hiring. Linfield College does not discriminate on the basis of race, color, age, religion, sex, sexual orientation, national origin, or physical handicap or disabling condition in its educational programs, admissions, activities, or employment policies in keeping with the letter and spirit of all equal opportunity laws.

5. Admission Policy

Adult learners who wish to continue pursuit of a bachelor's degree should contact the Office of the Division of Continu-

ing Education to obtain information about the Adult Degree Program. After reviewing program requirements with an Enrollment Specialist or advisor, a prospective student may make application by (a) submitting a completed application form with the \$100 fee and (b) arranging to have official transcripts of all college work sent to the Division of Continuing Education Office. Application may be made at any time of year. Students may take as many as 5 hours for credit each semester as a special student. Students taking more than 5 hours must submit an application.

Grade Point Average

Admission to the BSN requires a 2.75 GPA in prerequisite courses. Under most circumstances, a student who has earned a GPA of 2.00 or higher in previous college work will be granted admission to other BS or BA programs. A student who has earned a GPA lower than 2.00 or has been suspended in the last five years will need to petition the College's Admission and Financial Aid Committee for consideration. The petition should include (a) two letters of recommendation, (b) an essay addressing the student's motivation to succeed academically, and (c) a recommendation from the student's academic advisor. It is important that this petition be filed well in advance of the semester for which the student hopes to enroll.

Upon occasion, even though a student has earned a GPA of 2.00 or higher, his or her transcripts may indicate reasons to be concerned about his or her ability to succeed in Linfield's Adult Degree Program. In those cases, the student will be asked to petition the College's Admission and Financial Aid Committee for consideration. The petition will require the same items enumerated in the previous paragraph.

A disciplinary violation or criminal conviction may affect admission, enrollment, or course of study, whether occurring prior to time of application, while the application is under review, or after the admission decision has been made.

English Proficiency

Applicants to Linfield's Division of Continuing Education who are non-native English speakers will be required to show evidence of English proficiency prior to admission. Students who present TOEFL scores of 550 and above (paper-based exam) or 213 and above (computer-based exam) are generally eligible for admission with a minimum grade point average of 2.0 in previous college work.

Prospective students may choose to take a Linfield Essay Test in place of the TOEFL. Those who earn a score of 0-3.5 (out of a possible 6) on the essay test are not admissible to Linfield. Those who earn a score of 4-5.5 are admitted and are required to complete the Inquiry Seminar INQS 125 within their first year in the program. Students who score higher than 5.5 are admitted with no restrictions.

Second Bachelor's Degree

A student who has already earned a bachelor's degree at another institution may obtain a second bachelor's degree from Linfield in a second major in a field of study different from the first.

The second degree requires 35 semester hours of Linfield coursework including at least 15 semester hours from Linfield in the major. The program must meet all requirements in the major for graduation in effect at the time of matriculation. Linfield curriculum requirements are considered met by the first bachelor's degree. Second degree candidates are not required to take IDST 008, the Entry Colloquium.