

WINTER 2012 CLASS SCHEDULE
JANUARY 3 - FEBRUARY 9, 2012



Where You Earn Your Degree Matters.



Register Now for Winter
Earn your degree online wherever you live or travel!

WELCOME

Welcome to Linfield College's Adult Degree Program. We are delighted to have you join us as you pursue your educational goals!

New Year's Resolutions for 2012

Make 2012 your year to get started at Linfield College. Many of our Winter term classes are a great way to get started in your degree program. Examples: COMP 101 in the BIS major, MATH 140 in the RN-BSN major, MATH 161 in the Accounting and Management majors, ANTH/RELS 254 and PSYC 200 in the Social & Behavioral Sciences Major, ENGL 304 and RELS/ANTH 254 in the Arts & Humanities major.

Adult Degree Program Scholarships

Alumni and friends of the Adult Degree Program have generously donated funds to establish scholarships specifically for students in the program. Awards are based on academic merit and financial need and do not require repayment. Applications for the spring 2012 scholarships are due by 1/31. For an application, go to <http://www.linfield.edu/dce/scholarships>

DMO 101 Online Demonstration Course

A hands-on demo class covering BBLearn will be held on 12/17 and again on 1/3. If you are taking your first online class, we highly recommend attending this class. You may arrange to participate in the 12/17 class via Skype. Contact Brett Hardee at bhardee@linfield.edu for more information. Classes for which you have registered will be available for viewing.

Sa: 12/17 11am-1pm, McMinnville, Renshaw First Floor Lab
Tu: 1/3 6:30pm - 8pm, Portland, Peterson Hall 108

New Nursing Electives Offered in Winter and Spring

Winter: NURS 358, HIV Nursing: Caring and Concepts (3 credits). Overview of HIV infection to include current concepts and analyses of societal impact from both global and local perspectives. Examination from nursing perspective of development of therapeutic tools and skills to educate, reduce risks, control infection, and affect care and healing of adult and children clients, family members, and community. For more information contact Neal Rosenberg, RN, PhD, nrosenbu@linfield.edu, 503-413-7176.

Spring: NURS 348 Gerontological Nursing (2 credits). Role of the RN providing care and services to older adults in settings (community-based care, assisted living, nursing homes, and acute care). Examines controversies (e.g., driving, caregiving, ethical issues, older adults in correctional facilities). Increases knowledge, skills, and enthusiasm for working with older adults. For more information contact Jeannette O'Brien, RN, PhD, jobrien@linfield.edu, 503 413 7117.

On the cover: Pioneer Hall (Mardi Mileham)

WINTER 2012

TABLE OF CONTENTS

How to Register (Payment, Fees, Refund)	1
Alphabetical Listing of Courses	2
Online, Commencement & Various Info	3
Textbooks	4
Registration Form	5
<i>Calendar</i>	<i>Winter 2012</i>
Registration	Aug 1 - Jan 3
Priority Deadline RN to BSN Spring 2012 Cohort	Dec 1
Tutorial for Online Classes	Saturday, Dec 17 & Tuesday Jan 3
Christmas/New Year (Linfield Closed)	Dec 24 - Jan 2
Decision Date for Class Cancellations	Tuesday, Jan 3
Classes Begin	Tuesday, Jan 3
No Registrations after	Tuesday, Jan 3
Last Day to Withdraw Without 'W'	Friday, Jan 6
M.L.King, Jr. Day (Linfield Open)	Monday, Jan 16
Last Day to Withdraw With 'W'	Friday, Jan 20
Linfield Scholarship Application Deadline - Spring	Jan 31
Term Ends	Thursday, Feb 9
	<i>Spring 2012</i>
Registration	Jan 16 - Feb 10
RN to BSN Spring Cohort Orientation	Friday, Feb. 17
Late Registration	after Friday, Feb 10
Decision Date for Class Cancellations	Wednesday, Feb 15
Classes Begin	Monday, Feb 20
Presidents' Day (Linfield Open)	Monday, Feb 20
Last Day to Withdraw Without 'W'	Friday, March 9
Last Day to Withdraw With 'W'	Friday, April 20
Term Ends	Thursday, May 24
Baccalaureate	Saturday, May 26
Commencement	Sunday, May 27
	<i>Summer 2012</i>
Registration	May 14 - June 15
Late Registration	after Friday, June 15
Decision Date for Class Cancellations	Wednesday, June 20
Classes Begin	Monday, June 25
Last Day to Withdraw Without 'W'	Friday, June 29
Priority Deadline RN to BSN Fall 2012 Cohort	July 1
Independence Day (Linfield Closed)	Wednesday, July 4
Last Day to Withdraw With 'W'	Friday, July 13
Term Ends	Thursday, August 23
Linfield Scholarship Application Deadline - Fall	Aug 30

Web: www.linfield.edu/dce
 Telephone: 800-452-4176 or 503-883-2447
 Fax: 503-883-2369
 Mail: Linfield College DCE
 900 SE Baker St.
 McMinnville OR 97128

Register on WebAdvisor

If you are not using, Financial Aid, Veteran's Benefits or any other financial assistance, you may register on WebAdvisor. Detailed instructions are provided on our website at www.linfield.edu/dce under "Admissions," "Class Registration." You may add and drop classes on WebAdvisor until the beginning of the term.

Online Payment by Credit Card on WebAdvisor

Payment is due online the next full business day after you register on WebAdvisor. On the Students Menu, select "Financial Profile" then "Pay on My Account." Registration records will be updated for payment purposes at 5:00 PM each business day. This means that students who register after 5:00 PM on a weekday must wait until after 5:00 PM the following business day to pay for their courses. Anyone who registers after 5:00 PM on a Friday, must wait until after 5:00 PM the following Monday to pay. Students paying in full by credit card should pay online as soon as their account is billed.

If You Are Eligible For Financial Aid

Financial Aid for winter must have been included with your Fall award and registration.

If You Are Eligible For Veteran's Benefits

You must fill out the registration form in the class schedule, sign the promissory note at the bottom, indicate the chapter number, and mail or fax it to the DCE office.

If You Pay Your Tuition By Check

You may register on WebAdvisor and mail your check to the DCE Office or you may choose to fill out the registration form in the class schedule and mail it to the DCE office with your check.

Social Security Numbers

To protect you from identity theft, Linfield does not use Social Security Numbers for identification. However, if you are eligible for an education tax credit, you do need to provide your Social Security Number to our office.

Computer Science System Development Fee

Computer Science students (BIS majors and CIS certificates) acquire over \$8000 worth of industry-standard software for only \$400 per year. (Check with instructor for minimum hardware requirements.) This required purchase will include all updates and new releases as they become available throughout the year. Each school year, the first time you register for any computer science course (except COMP 101), your student account will be charged \$400. You will have the entire semester to pay this fee.

Adding And Dropping Courses

Add and drop classes on WebAdvisor before classes begin or by completing the "Add/Drop Form" on www.linfield.edu/dce/current-students. Please do not contact the instructor if you wish to add a class. Contact your advisor instead.

Withdrawing From All Courses Except Weekend

If you withdraw from a class by 5PM January 6 no notation will appear on your transcript. If you withdraw after January 6 and by 5PM January 20 a "W" will appear on your transcript. No withdrawal is permitted after January 20.

Withdrawing From Weekend Courses

If you drop a weekend class before the first weekend class meeting, no notation will appear on your transcript. If you drop a weekend class after the first weekend and before the second, a "W" will appear on your transcript. No withdrawal from weekend classes is permitted after the second weekend class meeting.

Tuition Refund Policy

Winter Term

If you notify DCE by 5PM on: The tuition refund will be:
 January 6..... 100%
 January 13..... 40%
 January 20..... 20%
 No refund after January 20.

Costs

Tuition: \$375 per semester credit
 Audit fee: \$190 per semester credit
 (you may not change to audit after the first week of the semester)
 Online fee: \$135 per class
 (*non-refundable after the first day of the semester*)

Lab and travel fees are listed under the individual course and are generally non-refundable once the semester starts. A 1% per month service charge will be applied to any unpaid balance per school policy.

Am I Registered and How do I See My Grades?

Log in to WebAdvisor with your CatNet username and password to confirm that you are registered for courses. Look under "My Class Schedule."

View your grades at the end of the semester in WebAdvisor: www.linfield.edu/webadvisor.

Computer Account (CATNET)

Linfield students must set up a Linfield CatNet account. This account gives you access to your online classes, to the computer labs and libraries of the McMinnville and Portland campuses, to your grades and transcript and to online research databases through the library. This account also creates an email account that can be accessed through your own email system or through the web. Your CatNet account will remain active as long as you remain a current student. You can set up your account at http://www.linfield.edu/dce/current-students/computer_accounts.php.

When filling out the request for an account, be sure to select DCE as your campus (regardless of where you attend) and Student as your account type. You may also use this page to access our online library resources and WebAdvisor. Important notices will be sent only to your Linfield College email. **Check your Linfield email regularly.** Linfield does not provide internet access off campus.

WINTER 2012

Dept #	Course/Credits-Curriculum (Format)	Dates	Times	Location	Fee
ANTH/RELS 254 AM	Folklore and Mythology/4 Anderson, Richard	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
BUSN 380 AM	Industrial Organizational Psychology/3 Seitz, Rainer	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
BUSN 382 AM	Management Information Systems/3 Daaboul, Malek	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
BUSN 464 AM	Government/Not for Profit Accounting/3 Barnhart, Michael	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
BUSN 464 AX	Government/Not for Profit Accounting/3 Clarke, Elizabeth	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
COMP 101 AM	Fundamentals of Information Systems Technology/3 Smith, Edward	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
COMP 450 AM	Database Administration/3 - MWI Dwomoh-Tweneboah, Martin	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
ENGL 304 AM	Environmental Literature/3 - CS, UQ Lewis, Richard	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
ENVS 305 AM	Environmental Issues and the Physical Sciences/3 - NW Knight, Ned	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
HIST 346 AM	Europe and the West Since 1939/3 - GP, VP Jacobs, Vince	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
HIST 371 AM (FULL)	Race and Minority Cultures in the United States/3 - VP, GP, US Ritter, John	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
IDST 090 AM	Global Issues Forum/1 Knight, Ned	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$45
MATH 140 AM	Introduction to Statistics/3 - QR Daaboul, Malek	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
MATH 161 AO	Introduction to Finite Mathematics/2 (Hybrid) Daaboul, Malek	M: 1/9, 23, 2/6 On Jan. 3 log in to New Blackboard Learn	6 - 9:30	Portland	
NURS 358 AM	HIV Nursing: Caring and Concepts/3 Rosenburg, Neal	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
PSYC 200 AM	Social Psychology/3 Minor, Leslie	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
PSYC 340 AM	Topics: Drugs, Brain, and Behavior/4 Piper, Brian	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
RELS/ANTH 254 AM	Folklore and Mythology/4 Anderson, Richard	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135
SOAN 232 AM	Medicine and Culture/4 - IS, GP Peterson, Caroline	Class Starts Jan. 3, access will begin 5pm Wednesday, Dec. 21 Go to www.linfield.edu/dce and select Quicklinks, New Blackboard Learn			\$135

See page 4 for textbook information.

Key to Abbreviations

Course Formats

OL - Online Courses
WE - Weekend

HY - Hybrid Course
(Combination online & classroom)

CS - Creative Studies
IS - Individuals, Systems and Societies
NW - Natural World
UQ - Ultimate Questions
VP - Vital Past

Linfield Curriculum

QR - Quantitative Reasoning
INQS - Inquiry Seminar
WI - Writing Intensive
MWI - Major Writing Intensive (met by major)
US - US Pluralisms
GP - Global Pluralisms

Online Instructions

Open your browser and go to <http://www.linfield.edu/dce>. Under the Quicklinks dropdown menu, select "Blackboard/Taskstream." This will take you to a log-in screen. Your username will be your Linfield CatNet account (email and WebAdvisor) username. Your password is the same as WebAdvisor and email. If you haven't already signed up for a Linfield CatNet account go back to the "Current Students" link and select "Computer Accounts." On the Computer Accounts page, follow the directions for opening a CatNet account. An online demonstration class will be accessible starting Wednesday, December 21. Once you log in an announcement will display instructions on how to access the demo. The class(es) you have registered for will start Tuesday, January 3. Make sure you can log in before this date. When you log in on Wednesday, December 21, you will see your list of available classes in the Course List box. If you do not see your class or you are having log-in problems, please call the DCE office before noon on the 23rd or on January 3 (800- 452-4176) or email dce@linfield.edu.

Travel Courses for Summer 2012

ANTH 326 Archaeological Field Methods

Join Dr. Cameron Smith in Archaeology Field School at Bachelor Island on the Columbia River. This four-week, five-credit class and field project will investigate, document, and partially excavate archaeological sites eroding from the cutbanks of Bachelor Island, Southern Washington, where radiocarbon dating indicates occupation to over 2,400 years ago. Students will learn skills for both academic and CRM archaeology. The focus of the course is on site identification and documentation, but there will be some augering and screening. \$100 fee. Students are responsible for all expenses. 5 credits.

ENVS 302 Shoreline Ecology

Dr. Ned Knight will introduce you to different types of coastal environments and to some of the organisms found in each. One weekend on McMinnville campus, five days in Newport. \$100 fee. Lodging and meals are not included in trip fee. 3 credits. *NW*

ENVS 303 Human Ecosystems

Dr. Ned Knight will provide an introduction to the natural history of different environments along the Oregon coast, using the area around Astoria as a laboratory. One weekend on McMinnville campus, five days in Astoria. \$100 fee. Lodging and meals are not included in trip fee. 3 credits. *NW, IS*

ENVS 306 Fire History of the Cascades

Dr. Peter Schoonmaker is the instructor. Study the science and politics guiding national fire policy using as a case study the 92,000 acre B&B Complex Fire that burned in the Deschutes and Willamette National Forests in the summer of 2003. Class time will be spent in field work and consultation with USFS staff. Accommodations will be at Monkey Face Ranch, overlooking the Crooked River and Smith Rock State Park. Students must be prepared for long strenuous days. Six days at Monkey Face Ranch. \$100 trip fee includes lodging and transportation. Additional information available at <http://cascadefire.wordpress.com/> 3 credits. *NW*

UPPER DIVISION COURSE, OUTSIDE OF MAJOR

Choose any one of the three ENVS travel courses, 302, 303, or 306, to satisfy the Upper Division course graduation requirement. To learn more about these field study courses, go to our homepage and select "Course Syllabi" under quicklinks for sample course syllabi from Summer 2011.



HHPA 088 Backpacking

Weekend backpack in the Oregon Cascades. \$50 fee includes travel, food and permits. 2 credits.

HHPA 308 Health Care in Kenya

Off-campus service learning experience, led by Tara Lepp, Linfield instructor, focusing on health care outreach in rural areas of Eldoret, Kenya with an Open Arms International medical team. In addition to health promotion activities, students will gain cultural insights and understanding through collaboration with local partners, visit historical and cultural sites, and engage in integrative group discussions. June 23 - July 7, 2012. Trip costs \$1,500 plus airfare. 3 credits. (IS, GP)

Learn more about Open Arms International at <http://openarmsinternational.com/>

Download an Outreach Team Member Application Form at <http://openarmsinternational.com/join-a-trip/>. Send completed application to Open Arms International with a \$250 non-refundable deposit. Spaces are limited! Early deadline: Jan. 1, 2012. Absolute deadline: Feb. 23, 2012.

Contact Tara Lepp tlepp@linfield.edu for more information.

Spring 2012 Cohorts

Start the Online RN to BSN Cohort with NURS 309 and NURS 315. Admitted students will meet for Orientation on the Portland campus, PH 110, Friday, Feb. 17, 2012, 8AM - 12:50PM. An online orientation is offered for those who are unable to attend the on-campus sessions.

Start the Online Post Baccalaureate Accounting Certificate program with BUSN 361 Intermediate Accounting I and BUSN 461 Cost Accounting. Continue with BUSN 362 Intermediate Accounting II and BUSN 468 Federal Income Tax in Summer 2012, and BUSN 466 Advanced Accounting and BUSN 469 Auditing in fall 2012, to complete the Post Bac Accounting Certificate in 11 months.

Commencement Weekend

Fall 2011 Commencement will be Sunday, December 18 at 2:00 PM in the Ted Wilson gymnasium. The Commencement ceremony will last approximately one hour. Tickets are not required for Fall Commencement.

Graduates are expected to be in the Ted Wilson gymnasium by 1:30 PM Sunday in their caps and gowns to line up for the processional.

Those who have been approved for graduation will receive information for ordering caps, gowns and announcements. You do not need to come to campus for a financial aid exit interview.

Spring 2012 Commencement Weekend is May 26 - May 27. Please submit a graduation checksheet and intent to graduate form if you have not yet done so. Go to the Commencement link on our website for more information.

WINTER 2012 REGISTRATION FOR DCE

Student ID #: _____ Advisor: _____

Name: _____ Date of Birth: _____
Advisor's signature required for ALL on-campus undergraduates

Last *First* *Middle*

Day Phone: (_____) _____ Ext. _____ Email: _____

Name of Linfield degree or certificate you are pursuing: _____

Please fill out below if: you are a *new* Linfield College student.
 you have changed your address or phone number.

Address: _____
Street City State Zip

Telephone: (_____) _____ (_____) _____
Home Work Ext.

Dept #	Section	Course Title	Hrs.	Credit or Audit	Location

Winter Tuition _____ credits @ \$375 per credit &/or _____ audit credits @ \$190 per credit \$ _____

Online and/or other fees (see individual class listings) + \$ _____

Make checks payable to: Linfield College Total Amount Enclosed \$ _____

Credit Card - Third Party Payment



Card Number: _____
VISA or MasterCard cards only

Exp. Date: _____ Security Code _____ Amount: \$ _____

Veteran's Benefits

Have you applied for Veteran's Benefits? _____
 Yes Chapter Number _____

FOR
 Student ID # _____
 OFFICE USE
 Check # _____
 ONLY
 Amount \$ _____

YOU MUST SIGN BELOW IN ORDER FOR US TO PROCESS YOUR REGISTRATION

I PROMISE TO PAY Linfield College (or its agent) at 900 SE Baker, McMinnville, OR 97128-6894 tuition and ALL applicable fees and Educational Expenses on or before Jan. 14, 2012 for Winter Term or, by then, said sum will be paid by certain pending Financial Aid or Veteran's benefits. If not paid when due, this note shall be in DEFAULT and a \$25.00 late fee will be assessed per each late payment per month. A 1% Per Month Service Charge will be applied to any unpaid balance per school policy. I understand that if this note is in default, I may not be allowed to register for further classes or receive grades or transcripts and I may be denied other services. I agree to pay all accrued service charges, reasonable attorney fees, costs, disbursements and collection fees (those fees in addition to attorney fees which Linfield College may have incurred in attempting to collect the debt through a collection agency or other means), and any other interest, charges, expenses or penalties allowed by law. (This note is signed as a sealed instrument.)

SIGNATURE: _____ DATE: _____



Linfield College
Division of Continuing Education
900 SE Baker Street
McMinnville OR 97128-6894

Change Service Requested

BACHELOR'S DEGREE AND CERTIFICATE PROGRAM

Please assist in keeping our planet green. If you no longer wish to receive our schedule mailings please call us at 800-452-4176 or email dce@linfield.edu. Thank you.

Advisors available on site in:

Albany

Astoria

Central Oregon

Coos Bay

Eugene

McMinnville

Portland

Salem



Register for Winter Through January 3, 2012

800-452-4176 or 503-883-2447

Fax: 503-883-2369

www.linfield.edu/dce

Linfield College admits students of any race, color, national or ethnic origin, religion, sex, age, sexual orientation, disability, or immigration status to all the rights, privileges, programs and activities generally accorded or made available to students at the college. It does not discriminate against students or applicants for admission on the basis of race, color, national or ethnic origin, or on the basis of religion, sex, age, sexual orientation, disability, or immigration status, in the administration of its educational or admissions policies, scholarship and loan programs, and athletic and other school-administered programs.