

# American Jewish University 2021-2022 Academic Catalog

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# About AJU



## History of American Jewish University

In 1947, the University of Judaism (UJ) was founded in Los Angeles, based on the vision of Dr. Mordecai Kaplan, author of Judaism as a Civilization, who advocated the creation of an educational institution incorporating diverse elements of Jewish civilization and culture.

Six years earlier, BCI (the Brandeis Camp Institute) was founded by Dr. Shlomo Bardin to respond to assimilation of young American Jews by making “the great ethical heritage of Judaism” relevant to them. This effort was located for brief periods of time in Amherst, NH, Winterdale, PA and Hendersonville, NC before finding its home in 1947 in Simi Valley, California.

The UJ had several homes before moving to the Familian campus in Bel Air in 1977. Thanks to the foresight and leadership of the founding president, Dr. Simon Greenberg, his successor Dr. David Lieber, and first Chairman of the Board, Dore Schary, the UJ became well known early-on for its outstanding teacher training and adult education programs and highly regarded as a Jewish affiliated academic institution that welcomes students of different backgrounds and beliefs.

In 1979, an additional program was created to further the vision of Mordecai Kaplan, a master’s degree in Nonprofit Management. Initially the university awarded the MPMA (Master’s in Public Management and Administration). A few years later the degree awarded became an MBA, and the name of the school itself was changed to the Graduate School of Nonprofit Management.

In 1982 a four-year liberal arts college (initially known as Lee College and later as the College of Arts and Sciences) was opened, followed in 1986 by the establishment of the Fingerhut School of Education (now titled the Graduate Center for Jewish Education) and in 1996 by the creation of the Ziegler School of Rabbinic Studies, the first independent ordaining rabbinical school in the West.

Initially, the Brandeis Camp Institute was limited to a summer program for young adults age 18-26. In time, the Institute’s signature collegiate summer program was adapted for adults of all ages in the form of weekend retreats known as House of the Book Weekends. The summer camp, Camp Alonim, opened in 1953. The BBI facilities were also used - and continue to be used - year round for other youth and adult activities. Impressed and inspired by Dr. Bardin’s vision and educational philosophy, neighbor James Arness (star of “Gunsmoke”) gifted his entire adjoining ranch to the Institute, significantly increasing BBI’s total acreage and making it what is believed to be the largest parcel of land owned by a Jewish community organization outside the State of Israel.

These two dynamic institutions, which were running on parallel paths, were natural partners. When University of Judaism acquired the Brandeis-Bardin Institute in 2007, the American Jewish University was established, creating a thriving center of Jewish resources and talent built upon the values of Jewish Learning, Culture, Ethics, Leadership and Peoplehood.

The University of Judaism and the Brandeis-Bardin Institute united to form American Jewish University (AJU), thereby creating a complete spectrum of intellectual and experiential connections to Jewish culture.

AJU now serves as a resource for individuals, of every stage of life, in the exploration of their distinct voice and identity as Jews.



Both Brandeis-Bardin Institute and the University of Judaism have always shared the core values of learning and scholarship, culture, ethics, leadership, and peoplehood. Together, as AJU, they move forward as one of the largest and most innovative Jewish institutions in the country.

## Mission Statement

American Jewish University advances and elevates the Jewish journey of individuals, organizations and our community through excellence in scholarship, teaching, engaged conversation, and outreach.

## Institutional Learning Outcomes

Institutional Learning Outcomes (ILOs) are the knowledge, skills, and attitudes that students should value, expect to know, and be able to do upon completion of their degrees and programs from American Jewish University. Additionally, the ILOs have been designed to support the academic departments and disciplines with their development of programmatic learning outcomes.

Upon successful completion at American Jewish University, the student will be able to:

### Critical and Innovative Thinking

1. Apply analytical, critical, integrative, and creative thinking and reasoning skills to address everyday problems and challenges.

### Communication

2. Articulate (in oral and written formats) perspectives, values, and ideas in the appropriate context.

### Diversity Through Engaged Conversation

3. Create positive social impact, promote diversity, equity, and inclusion, as well as express advocacy through relationships within our communities and the global public.

### Leadership

4. Work respectfully and collaboratively as leaders and participants in varied teams and community contexts.

### Jewish Wisdom

5. Apply Jewish values and perceptions through study, service, and leadership to address contemporary issues and communal needs.

### Specialized Discipline Experts

6. Demonstrate the knowledge, skills, and values of their chosen discipline of study.

## Who We Are

American Jewish University (AJU) is a thriving center of Jewish resources and talent that serves the Jewish community of the twenty-first century. A portal for Jewish belonging, AJU equips students, faculty, campers, and learners of all ages

with the tools to create the ideas, build the structures, and develop the programs to advance Jewish wisdom and elevate Jewish living.

## Diversity Statement

American Jewish University (AJU) is committed to diversity, equity, and inclusion in all forms and areas of the university. We celebrate and foster a community of students, faculty, and staff, emphasizing and recognizing diversity on the basis of race, religion, gender, national origin, ancestry, language, age, marital status, sexual orientation, gender identity, gender expression, physical or mental disability, medical condition, genetic information/characteristics, veteran status, political affiliation, or any other characteristics. To that end we continue our long-time commitment to hiring, retention, and recruitment policies and practices that bring our University community in line with our beliefs. Beyond embracing diversity in our broader secular community, we also specifically acknowledge, embrace, and respect diversity of opinion and the diversity of the Jewish community. Jews come from many racial and ethnic backgrounds and belong to different denominations and movements. All Jews and non-Jews are welcomed by the University. We will engage conversation within a diverse global community, striving to enrich individuals and organizations alike, and make our University community a more just and equitable one.

In making this statement, the American Jewish University is continuing the mandate of the Jewish tradition, including the Torah's commandments that we love the stranger in our midst (Leviticus 19:34, [Deuteronomy 10:19](#)), that there should be one law for the citizen and the stranger ([Exodus 12:49](#)) and that we love our neighbors as ourselves ([Leviticus 19:18](#)), for this last commandment, according to Rabbinic tradition, is a fundamental principle of the Torah ([Genesis Rabbah 24:7](#)).

## Accreditation

The American Jewish University is accredited by the WASC Senior College and University Commission (WSCUC), one of six regional accrediting associations in the United States. Such approval to operate requires compliance with accreditation standards set forth by WSCUC. WSCUC is recognized by the United States Department of Education (USDE). American Jewish University has been an accredited institutional member of WSCUC since 1961.

## Accuracy of Information

The information written in this catalog is deemed accurate as of the date of printing/publication. AJU Academic Catalogs are updated and published annually. AJU reserves the right to revise or cancel the programs, courses, activities, or services described herein without prior notice. Applicants are advised to confirm their availability prior to enrollment. At all times, the information contained in the digital/online version of the catalog takes precedence over this printed version. This catalog is available to students, members of the public, and interested parties through the AJU website: <https://www.aju.edu/current-students/aju-academic-catalog> or by request to AJU's Office of Registrar Services ([registrar@aju.edu](mailto:registrar@aju.edu)). In addition to the above, students are provided digital access to the course catalog during their enrollment and registration process.

## Questions and Complaints

Students are encouraged but not required to refer any questions or complaints relevant to this catalog to American Jewish University at [registrar@aju.edu](mailto:registrar@aju.edu). Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education:

The Bureau for Private Postsecondary Education  
2535 Capitol Oaks Drive, Suite 400  
Sacramento, CA 95833  
Website: [www.bppe.ca.gov](http://www.bppe.ca.gov)

Toll free: (888) 370-7589 / Phone: (916) 431-6959

Fax: (916) 263-1897

A student or any member of the publish may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 (toll-free) or by completing a complaint form, which can be obtained on the bureau’s website: [www.bppe.ca.gov](http://www.bppe.ca.gov).

## Contact American Jewish University

### Familian Campus:

15600 Mulholland Drive

Los Angeles, CA 90077

(310) 476-9777

[info@aju.edu](mailto:info@aju.edu)

[www.aju.edu](http://www.aju.edu)

### Brandeis-Bardin Campus:

1101 Peppertree Lane

Brandeis, CA 93064

(805) 582-445

[info@aju.edu](mailto:info@aju.edu)

[www.aju.edu](http://www.aju.edu)

## Board Leadership

Board Chair	Virginia Maas
President	Dr. Jeffrey Herbst
Vice Chairs	Rodney Freeman Harold Masor Lawrence Platt
Secretary	David Weiner
Assistant Secretary	Adrian Breitfeld
Treasurer	Melissa Bordy
Assistant Treasurer	Adrian Breitfeld

### Elected Members:

Peter Benudiz, Melissa Bordy, Benjamin Breslauer, Jerome Coben, Liana Kadisha Cohn, Rodney Freeman, Herbert Glaser, Abner Goldstine, Lisa Hofheimer, Kenneth Kahan, Mark Lainer, Jeffrey L. Levine, Norm Levine, Justine Schreyer Lewin, Francis S. Maas, Virginia Maas, Harold Masor, Louis Miller, Jon Monkarsh, Murray Pepper, Lawrence Platt, Rick Richman, Dena Schechter, Michael Scheinberg, Michael Schoenfeld, Leonard Shapiro, Andrew Siegel, Robbin Steif, Jeffrey Trenton, Michael Van Wyk, Yair Vardi, David Weiner, Keenan Wolens, Michael Ziering, Richard S. Ziman

NOTICE: This Academic Catalog applies to Academic Year 2021-2022: August 30, 2021 – August 29, 2022. Additions and changes to the Academic Catalog may occur. Please visit our Academic Catalog webpage at: <https://www.aju.edu/current-students/aju-academic-catalog> for the most up-to-date version we have published.

# AJU Academic Calendar 2021-2022



Legend

Holidays- AJU Closed	CAS	College of Arts and Sciences
Holidays- Some Closures	GCJE	Graduate Center for Jewish Education/ Education School
Financial Deadlines	ZSRS	Ziegler School of Rabbinic Studies
Academic Deadlines		
Housing Deadlines		

## AJU Academic Calendar 2021-2022

Month	Date	Day	Description	School(s)
July 2021	28	Wed	First payment due for students on payment plan.	CAS, GCJE, ZSRS
August 2021	2	Mon	Fall semester tuition due.	CAS, GCJE, ZSRS
	15	Sun	Move-in day for students.	CAS, GCJE, ZSRS
	17	Tue	Ziegler Orientation	ZSRS
	17	Tue	Education School Orientation	GCJE
	23	Mon	First day of classes. Fall 2021 Semester begins.	CAS, GCJE, ZSRS
September 2021	6	Mon	Erev Rosh Hashanah and Labor Day - AJU closed.	CAS, GCJE, ZSRS
	7	Tue	Rosh Hashanah - AJU Closed.	CAS, GCJE, ZSRS
	8	Wed	Rosh Hashanah - AJU Closed.	CAS, GCJE, ZSRS
	9	Thurs	No Ziegler classes. Classes held for CAS and Education School.	ZSRS
	10	Fri	No Ziegler classes. Classes held for CAS and Education School.	ZSRS
	10	Fri	Last day for CAS and Education School students to add or drop classes. All students must get the instructor and dean's permission to add a class after deadline. End of eligibility for 100% tuition refund.	CAS, GCJE
	13	Mon	No Ziegler classes. Classes held for CAS and Education School.	ZSRS
	14	Tue	No Ziegler classes. Classes held for CAS and Education School.	ZSRS
	15	Wed	Erev Yom Kippur. No classes. Administrative office open. AJU closes at 12:30pm.	CAS, GCJE, ZSRS
	16	Thu	Yom Kippur - AJU Closed.	CAS, GCJE, ZSRS
	17	Fri	Classes held for CAS, Education School and Ziegler.	CAS, GCJE, ZSRS
	20	Mon	Erev Sukkot. Classes held for CAS, Education School and Ziegler. AJU closes at 4:00pm.	CAS, GCJE, ZSRS
	21	Tue	Sukkot - AJU Closed.	CAS, GCJE, ZSRS
	22	Wed	Sukkot - AJU Closed.	CAS, GCJE, ZSRS
	23	Thu	Classes held for CAS, Education School and Ziegler.	CAS, GCJE, ZSRS
24	Fri	Classes held for CAS, Education School and Ziegler.	CAS, GCJE, ZSRS	
27	Mon	Erev Shemini Atzeret. Classes held for CAS, Education School and Ziegler. AJU closes at 4:00pm.	CAS, GCJE, ZSRS	
28	Tue	Shemini Atzeret - AJU Closed.	CAS, GCJE, ZSRS	
29	Wed	Simchat Torah - AJU Closed.	CAS, GCJE, ZSRS	
October 2021	1	Fri	FAFSA for 2022-2023 academic year is open.	CAS, GCJE, ZSRS
	8	Fri	Last day for Ziegler students to add or drop classes. All students must get the instructor's permission to add a class during the second week of the semester. End of eligibility for 100% refund of tuition.	ZSRS
	8	Fri	Last day for CAS and Education School students to declare Pass/Fail or Audit option. Last day for students in all programs to withdraw from classes. End of eligibility for 50% refund of tuition.	CAS, GCJE
	29	Fri	Last day for Ziegler students to declare Pass/Fail or Audit option. Last day for students in all programs to withdraw from classes. End of eligibility for 50% refund of tuition.	ZSRS
November 2021	15	Mon	Spring 2022 Advisement and Registration begins.	CAS, GCJE, ZSRS
	24	Wed	Classes held for Ziegler. No CAS and Education School classes. Administration offices open.	CAS, GCJE, ZSRS
	25	Thur	Thanksgiving - AJU closed.	CAS, GCJE, ZSRS
	26	Fri	Day after Thanksgiving - AJU Closed.	CAS, GCJE, ZSRS
	29	Mon	\$100 Late Registration Fee begins.	CAS, GCJE, ZSRS



Legend

Holidays- AJU Closed
Holidays- Some Closures
Financial Deadlines
Academic Deadlines
Housing Deadlines

Schools	CAS	College of Arts and Sciences
	GCJE	Graduate Center for Jewish Education/ Education School
	ZSRS	Ziegler School of Rabbinic Studies

### AJU Academic Calendar 2021-2022

Month	Date	Day	Description	School(s)
December 2021	6	Mon	Additional \$150 Late Registration Fee begins.	CAS, GCJE, ZSRS
	10	Fri	Last day of classes. Last day to petition for Incompletes.	CAS, GCJE, ZSRS
	13	Mon	Finals Week begins.	CAS, GCJE, ZSRS
	13	Mon	Additional \$250 Late Registration Fee begins.	CAS, GCJE, ZSRS
	17	Fri	<b>Finals Week ends. Fall 2021 Semester ends.</b>	CAS, GCJE, ZSRS
	24	Fri	Residence halls close for Winter Break.	CAS, GCJE, ZSRS
	24	Fri	Winter Break begins - <i>AJU closed.</i>	CAS, GCJE, ZSRS
January 2022	3	Mon	Winter Break ends - <i>AJU administration offices open.</i>	CAS, GCJE, ZSRS
	4	Tue	First payment due for students on 4-payment plan. Spring semester tuition due.	CAS, GCJE, ZSRS
	16	Sun	Move-in day for students.	CAS, GCJE, ZSRS
	17	Mon	Martin Luther King, Jr. Day - <i>AJU closed.</i>	CAS, GCJE, ZSRS
	18	Tue	<b>First day of classes. Spring 2022 Semester begins.</b>	CAS, GCJE, ZSRS
February 2022	4	Fri	Last day for CAS, Education School, and Ziegler students to add or drop classes. All students must get the instructor and dean's permission to add a class after deadline. End of eligibility for 100% tuition refund.	CAS, GCJE, ZSRS
	21	Mon	President's Day- <i>No classes. Administration offices open.</i>	CAS, GCJE, ZSRS
March 2022	2	Wed	Deadline for FAFSA and CAL Grants for CAS & BAECE Students.	CAS, GCJE, ZSRS
	4	Fri	Last day for CAS, Education School and Ziegler students to declare Audit option. Last day for CAS to declare Pass/Fail. Last day for students in all programs to withdraw from classes. End of eligibility for 50% refund of tuition.	CAS, GCJE, ZSRS
	16	Wed	Erev Purim. <i>No evening classes for CAS, Education School, and Ziegler.</i>	CAS, GCJE, ZSRS
	17	Thu	Purim. <i>No classes. Administration offices open.</i>	CAS, GCJE, ZSRS
April 2022	4	Mon	Fall 2022 Advisement and Registration Week begins.	CAS, GCJE, ZSRS
	14	Thu	Spring Break begins for CAS, Education School, and Ziegler through April 24.	CAS, GCJE, ZSRS
	15	Fri	Erev Passover. <i>AJU administrative offices close at 12:30pm.</i>	CAS, GCJE, ZSRS
	16	Sat	Passover. <i>AJU closed.</i>	CAS, GCJE, ZSRS
	17	Sun	Passover. <i>AJU closed.</i>	CAS, GCJE, ZSRS
	22	Fri	Passover. <i>AJU closed.</i>	CAS, GCJE, ZSRS
	23	Sat	Passover. <i>AJU closed.</i>	CAS, GCJE, ZSRS
	25	Mon	Spring break ends. Classes resume.	CAS, GCJE, ZSRS
25	Mon	\$100 Late Registration Fee begins.	CAS, GCJE, ZSRS	
May 2022	2	Mon	Additional \$150 Late Registration Fee begins.	CAS, GCJE, ZSRS
	6	Wed	Last day of classes. Last day to petition for Incompletes.	CAS, GCJE, ZSRS
	9	Mon	Additional \$250 Late Registration Fee begins.	CAS, GCJE, ZSRS
	9	Mon	Finals Week begins.	CAS, GCJE, ZSRS
	13	Fri	<b>Finals Week ends. Spring 2022 Semester ends.</b>	CAS, GCJE, ZSRS
	15	Sun	Graduation	CAS, GCJE, ZSRS
	16	Mon	Ziegler Ordination	ZSRS
	16	Mon	Residence halls close.	CAS, GCJE, ZSRS
30	Mon	Memorial Day - <i>AJU closed.</i>	CAS, GCJE, ZSRS	
June 2022	4	Sat	Erev Shavuot- <i>AJU closed.</i>	CAS, GCJE, ZSRS
	5	Sun	Shavuot - <i>AJU closed.</i>	CAS, GCJE, ZSRS
	6	Mon	Shavuot - <i>AJU closed.</i>	CAS, GCJE, ZSRS
	19	Sun	Juneteenth - <i>AJU closed.</i>	CAS, GCJE, ZSRS
July 2022	4	Mon	Independence Day - <i>AJU closed.</i>	CAS, GCJE, ZSRS
	8	Fri	Signed financial aid award letters due.	CAS, GCJE, ZSRS

# AJU SEMSI ACADEMIC CALENDAR

FALL I & FALL II Sessions		2021-22AY	2022-23AY
<b>FAFSA: Due 2 Weeks Prior to the Beginning of Incoming Session for NEW/INCOMING Students.</b> <b>Financial Aid Package: Due 1 Week Prior to the Beginning of Session for ALL Students.</b>			
<b>Week 1</b>	<b>Fall I Session Begins</b>	<b>August 30, 2021</b>	<b>August 29, 2022</b>
Week 1	Drop/Add Deadline. End of eligibility for 100% tuition refund.	September 3	September 2
Week 2	Fall I Withdrawal Deadline. End of eligibility for 50% tuition refund.	September 10	September 9
Week 3	Financial Aid Disbursement is posted to student accounts.	September 16	September 15
<b>Week 4</b>	<b>Fall I Tuition Due</b>	<b>September 20</b>	<b>September 19</b>
Week 5	Registration for Fall II	September 27	September 26
<b>Week 5</b>	<b>Fall II Session Tuition Due</b>	<b>October 1</b>	<b>September 30</b>
FAFSA Registration Opens October 1 for Next Academic Year			
Week 6	\$100 Late Registration Fee	October 3	October 2
Week 7	Additional \$150 Late Registration Fee	October 10	October 9
Week 8	Additional \$250 Late Registration Fee	October 17	October 16
<b>Week 8</b>	<b>Fall I Session Ends</b>	<b>October 24, 2021</b>	<b>October 23, 2022</b>
<b>Week 1</b>	<b>Fall II Session Begins</b>	<b>October 25, 2021</b>	<b>October 24, 2022</b>
Week 1	Drop/Add Deadline. End of eligibility for 100% tuition refund.	October 29	October 28
Week 2	Fall II Withdrawal Deadline. End of eligibility for 50% tuition refund.	November 5	November 4
Week 3	Financial Aid Disbursement is posted to student accounts.	November 11	November 10
<b>Week 4</b>	<b>Fall II Tuition Due</b>	<b>November 15</b>	<b>November 14</b>
Week 5	Registration for Spring II	November 22	November 21
<b>Week 5</b>	<b>Spring I Session Tuition Due</b>	<b>November 26</b>	<b>November 25</b>
Week 6	\$100 Late Registration Fee	November 28	November 27
Week 7	Additional \$150 Late Registration Fee	December 5	December 4
Week 8	Additional \$250 Late Registration Fee	December 12	December 11
<b>Week 8</b>	<b>Fall II Session Ends</b>	<b>December 19, 2021</b>	<b>December 18, 2022</b>

SPRING I & SPRING II Sessions		2021-22AY	2022-23AY
<b>Week 1</b>	<b>Spring I Session Begins</b>	<b>January 10, 2022</b>	<b>January 9, 2023</b>
Week 1	Drop/Add Deadline. End of eligibility for 100% tuition refund.	January 14	January 13
Week 2	Spring I Withdrawal Deadline. End of eligibility for 50% tuition refund.	January 21	January 20
Week 3	Financial Aid Disbursement is posted to student accounts.	January 27	January 26
<b>Week 4</b>	<b>Spring I Tuition Due</b>	<b>January 31</b>	<b>January 30</b>
Week 5	Registration for Spring II	February 7	February 6
<b>Week 5</b>	<b>Spring II Session Tuition Due</b>	<b>February 11</b>	<b>February 10</b>
Week 6	\$100 Late Registration Fee	February 13	February 12
Week 7	Additional \$150 Late Registration Fee	February 20	February 19
Week 8	Additional \$250 Late Registration Fee	February 27	February 26
<b>Week 8</b>	<b>Spring I Session Ends</b>	<b>March 6, 2022</b>	<b>March 5, 2023</b>
<b>Week 1</b>	<b>Spring II Session Begins</b>	<b>March 7, 2022</b>	<b>March 6, 2023</b>
Week 1	Drop/Add Deadline. End of eligibility for 100% tuition refund	March 11	March 10
Week 2	Spring II Withdrawal Deadline. End of eligibility for 50% tuition refund.	March 18	March 17
Week 3	Financial Aid Disbursement is posted to student accounts.	March 24	March 23
<b>Week 4</b>	<b>Spring II Tuition Due</b>	<b>March 28</b>	<b>March 27</b>
Week 5	Registration for Summer I	April 4	April 3
<b>Week 5</b>	<b>Summer I Session Tuition Due</b>	<b>April 8</b>	<b>April 7</b>
Week 6	\$100 Late Registration Fee	April 10	April 9
Week 7	Additional \$150 Late Registration Fee	April 17	April 16
Week 8	Additional \$250 Late Registration Fee	April 24	April 23
<b>Week 8</b>	<b>Spring II Session Ends</b>	<b>May 1, 2022</b>	<b>April 30, 2023</b>

<b>SUMMER I &amp; SUMMER II Sessions</b>		<b>2021-22AY</b>	<b>2022-23AY</b>
<b>Week 1</b>	<b>Summer I Session Begins</b>	<b>May 2, 2022</b>	<b>May 1, 2023</b>
Week 1	Drop/Add Deadline. End of eligibility for 100% tuition refund.	May 6	May 5
Week 2	Summer I Withdrawal Deadline. End of eligibility for 50% tuition refund.	May 13	May 12
Week 3	Financial Aid Disbursement is posted to student accounts.	May 19	May 18
<b>Week 4</b>	<b>Summer I Tuition Due</b>	<b>May 23</b>	<b>May 22</b>
Week 5	Registration for Summer II	May 30	May 29
<b>Week 5</b>	<b>Summer II Session Tuition Due</b>	<b>June 3</b>	<b>June 2</b>
Week 6	\$100 Late Registration Fee	June 5	June 4
Week 7	Additional \$150 Late Registration Fee	June 12	June 11
Week 8	Additional \$250 Late Registration Fee	June 19	June 18
<b>Week 8</b>	<b>Summer I Session Ends</b>	<b>June 26, 2022</b>	<b>June 25, 2023</b>
<b>Week 1</b>	<b>Summer II Session Begins</b>	<b>July 4, 2022</b>	<b>July 3, 2023</b>
Week 1	Drop/Add Deadline. End of eligibility for 100% tuition refund.	July 8	July 7
Week 2	Summer II Withdrawal Deadline. End of eligibility for 50% tuition refund.	July 15	July 14
Week 3	Financial Aid Disbursement is posted to student accounts.	July 21	July 20
<b>Week 4</b>	<b>Summer II Tuition Due</b>	<b>July 25</b>	<b>July 24</b>
Week 5	Registration for Fall I	August 1	July 31
<b>Week 5</b>	<b>Fall I Session Tuition Due</b>	<b>August 5</b>	<b>August 4</b>
Week 6	\$100 Late Registration Fee	August 7	August 6
Week 7	Additional \$150 Late Registration Fee	August 14	August 13
Week 8	Additional \$250 Late Registration Fee	August 21	August 20
<b>Week 8</b>	<b>Summer II Session Ends</b>	<b>August 28, 2022</b>	<b>August 27, 2023</b>

## AJU OBSERVED HOLIDAYS CALENDAR

The following dates reflect campus, faculty, and administrative availabilities and closures during the observed holidays.

<b>Fall Holidays</b>	<b>2021</b>	<b>2022</b>
Labor Day- AJU Closed	September 6	September 5
Erev Rosh Hashanah	September 6	September 25
Rosh Hashanah- AJU Closed	September 7	September 26
Rosh Hashanah- AJU Closed	September 8	September 27
Erev Yom Kippur- AJU Closes at 12:30pmPT	September 15	October 4
Yom Kippur- AJU Closed	September 16	October 5
Erev Sukkot- AJU Closes at 4:00pmPT	September 20	October 9
Sukkot- AJU Closed	September 21	October 10
Sukkot- AJU Closed	September 22	October 11
Erev Shemini Atzeret- AJU Closes at 4:00pmPT	September 27	October 16
Shemini Atzeret- AJU Closed	September 28	October 17
Simchat Torah- AJU Closed	September 29	October 18
Thanksgiving- AJU Closed	November 25	November 24
Day After Thanksgiving- AJU Closed	November 26	November 25
Winter Break- AJU Closed	December 24 – January 2	December 24 – January 1
<b>Spring &amp; Summer Holidays</b>	<b>2022</b>	<b>2023</b>
Martin Luther King, Jr. Day- AJU Closed	January 17	January 16
Passover- AJU Closed	April 22	April 12
Memorial Day- AJU Closed	May 30	May 29
Shavuot- AJU Closed	June 6	May 26
Independence Day- AJU Closed	July 4	July 4



# Admissions



## College of Arts & Sciences (CAS) Admission Process

American Jewish University is phasing out the current College of Arts & Sciences program. We are currently not accepting any new students for programs within the College of Arts & Sciences at this time.

### CAS Transfer Policy

For current students, the College of Arts & Sciences (CAS) allows unlimited transferrable credits from accredited community colleges and four-year institutions. However, in order to graduate from the CAS, of the 120 required credits, all students must complete at least 30 (thirty) credits at AJU. Such transfer credit will be awarded only upon receipt of an official transcript from the college or university at which the credits were earned. Please note that the CAS is under no obligation to accept any transfer credits for currently matriculated CAS Students.

The CAS has established articulation agreements with specific two-year colleges that detail transferable courses. For institutions with which the CAS does not have an articulation agreement, the evaluation of transfer credits will be made in the context of their applicability to University requirements and their equivalency to CAS offerings. No transfer credit will be awarded for courses in which the student received lower than a C grade.

Students who receive a score of at least a 4 on an AP (Advanced Placement) test administered by the College Board or at least a 5 on an IB (International Baccalaureate) test will be awarded three credits in an area to be determined. If an AP or IB test is based on two semesters of college work, and evidence is available that other comparable institutions normally grant credit for two full semesters, up to six credits will be granted to students earning a score of at least a 4 on the AP test or at least a 5 on the IB test.

### CAS Policy Regarding Requirements

If a CAS student attempts a course at AJU and either A) fails that course, B) fails to earn the minimum grade necessary for that course to satisfy a graduation requirement, or C) withdraws from the course, that student is not guaranteed that the same course will be offered again at AJU; they may need to take an equivalent off-campus course in order to satisfy graduation requirements.

## School for Jewish Education and Leadership (SJEL)

### Bachelor of Arts in Early Childhood Education (BAECE)

#### Admission Process

##### *Prerequisite Requirements*

Students applying for admission to the Bachelor of Arts completion program in Early Childhood Education must fulfill 60 units outside of AJU. Approximately 34.0 semester units or 51.0 quarter units must meet requirements using the Intersegmental General Education Transfer Curriculum (IGETC).

##### *Application Procedures*

The priority deadline for completed application forms is March 1 preceding the fall semester in which the applicant plans to enroll. Applications received after March 1 will be considered on a space-available basis until August 15. Candidates are strongly encouraged to speak with the School in advance of submitting their application. The application requires the following materials to be submitted:

1. Completed [online](#) application form.
2. Official transcripts of all previous undergraduate studies. An official, notarized, English translation must be submitted for all transcripts not originally issued in English. Records are to be sent directly to the American Jewish University, Office of Registrar Services, ATTN: SJEL Admissions, from the institutions issuing the transcripts.
3. Essays on topics provided in the application.
4. A non-refundable application fee of \$50.00 USD\*

\*All fees are subject to change without notice.

### Master of Arts in Education (MAED), Master of Arts in Teaching (MAT), and Master of Arts in Education in Early Childhood Education (MAED in ECE)

#### Admission Process

##### *Prerequisite Requirements*

Students applying for admission to the Master of Arts in Education degree, the Master of Arts in Teaching degree, or the Master of Arts in Education in Early Childhood Education degree from the Graduate Center for Jewish Education must have completed a bachelor's degree (B.A. or B.S.) with a competitive grade-point average from an accredited college or university. Candidates for the MAED in ECE must have also completed 6 units in early childhood education.

The following are strongly recommended:

- Prior experience in teaching or working in an educational setting.
- At least one year of college-level Hebrew or the equivalent Hebrew proficiency. (for the MAEd and MAT)

##### *Additional Requirements*

- MAEd candidates are expected to teach at least 5 hours a week while enrolled in the program.
- MAT candidates are expected to teach at least 10 hours a week while they are enrolled in the program.
- MAEd in ECE candidates are expected to work at least 10 hours a week in an early childhood education center while they are enrolled in the program.

## ***Application Procedures***

The priority deadline for completed application forms is March 1 preceding the fall semester in which the applicant plans to enroll. Applications received after March 1 will be considered on a space-available basis until August 15. Candidates are strongly encouraged to speak with the School in advance of submitting the application. The application requires the following materials to be submitted:

1. Completed [online](#) application form.
2. Official transcripts of all previous undergraduate and graduate studies. An official, notarized, English translation must be submitted for all transcripts not originally issued in English. Records are to be sent directly to the American Jewish University, Office of Registrar Services, ATTN: SJEL Admissions, from the institutions issuing the transcripts.
3. Two letters of recommendation addressing the student's academic readiness for graduate study and appropriateness for the field of Jewish education, on forms included in the application. Completed forms must be submitted by those providing recommendations directly to the American Jewish University, Fingerhut School of Education Office of Admissions.
4. Word-processed essays on topics provided in the application.
5. A non-refundable application fee of \$50.00 USD\*

\*All fees are subject to change without notice.

An interview with the School's Admissions Committee is also required of all applicants to the program, and will be scheduled only after all necessary application documents and fees are received.

## ***To Request an Application***

CALL (310) 440-1279

E-MAIL: [educationadmissions@aju.edu](mailto:educationadmissions@aju.edu)

ONLINE: [www.aju.edu/education](http://www.aju.edu/education)

## ***Non-Matriculated Student Status***

Students who have not been formally admitted to a graduate degree program, may, with the permission of the Dean of the program, enroll in courses on a non-matriculated basis. Students with non-matriculated status may take no more than seven credits in any given semester and may accumulate no more than ten (10.0) total semester credits at American Jewish University before being formally admitted to and enrolled in a graduate program. Credit awarded for work completed is not guaranteed to be applied toward degree requirements once a student has been admitted and subject to review by the Dean for transferability.

## ***Transfer Policy***

Students who apply to transfer from another graduate program can transfer up to nine (9.0) semester credits of equivalent coursework toward the MAEd or MAT degree, at the discretion of the Dean. Students who wish to transfer credit must present relevant syllabi from courses previously undertaken to the Dean, who, upon review, will determine if there is significant enough overlap to be considered as having fulfilled the requirement of the AJU course. Transfer courses are only accepted when the students earned a minimum letter grade of a B in the original course, according to the student's official transcript.

# School of Enterprise Management & Social Impact (SEMSI)

## Admissions to the School of Enterprise Management & Social Impact's Masters Degree in Business Administration (MBA) Program

### *Eligibility Requirements*

Students applying for admission to SEMSI's MBA program must possess a Bachelor of Arts (BA) or a Bachelor of Science (BS) degree from an accredited college or university, having earned a preferred 2.75 grade point average (GPA) from the degree-granting institution. Students enrolled in the MBA program are required to have completed or fulfilled course equivalencies within the past ten years of foundational MBA courses (with Statistics, listed as a highly recommended foundational course), preferably prior to application but no later than by completion of the first 15.0 semester units of the MBA program.

#### **Foundational MBA courses include:**

(1) Microeconomics or Macroeconomics. Minimum required completion of 3.0 semester units or 4.5 quarter units. Undergraduate-level or graduate-level Microeconomics or Macroeconomics courses (or completion of the Principles of Microeconomics and Macroeconomics CLEP exams or other institutionally approved prior learning assessment options);

(2) Financial Accounting or Managerial Accounting. Minimum required completion of 3.0 semester units or 4.5 quarter units. Undergraduate-level or graduate-level Financial Accounting or Managerial Accounting courses (or completion of the CLEP Financial Accounting exam in lieu of the Financial Accounting Course or other institutionally approved prior learning assessment options may also be used, such as relevant professional experience or credential); and

(3) Principles of Finance. Minimum required completion of 3.0 semester units or 4.5 quarter units. Undergraduate-level or graduate-level Principles of Finance course (or other institutionally approved prior learning assessment options, such as professional experience or relevant credential such as the CFA, CFP®). Taking either the Graduate Management Admissions Test (GMAT) or the Graduate Record Examination (GRE) is preferred. Also highly preferred is 2-4 years of prior professional experience.

#### ***Strongly recommended:***

(4) Statistics. Minimum required completion of 3.0 semester units or 4.5 quarter units. Undergraduate-level or graduate-level introductory Statistics course.

### *Application Procedures*

SEMSI has a rolling admissions process, and decisions are based upon review of a candidate's application and supporting documents.

Prospects must submit the following materials:

1. Complete an [online](#) application form.
2. Official transcripts evidencing conferral of an applicant's undergraduate degree and any transcript from any institution evidencing successful completion of the MBA's foundational course requirements. The degree must be earned at a regionally accredited institution located in the United States. Degrees awarded outside of the United States where English is NOT the primary language must be sent from an approved transcript evaluation agency.

3. In certain instances, in which an undergraduate GPA minimum is not met (particularly for students with significant professional accomplishments and time since earning their undergraduate degrees), SEMSI may request additional materials to consider, including letters of recommendation, writing samples, and an online or in-person interview prior to determining an applicant decision.
4. **If English is NOT your native language:** An official score report from the Test of English as a Foreign Language (TOEFL) for all foreign students whose native language is not English and who have not received a degree from an accredited U.S. college or university, or students may prove language proficiency through other means such as the International English Language Testing System (IELTS).
  1. TOEFL: The minimum overall TOEFL score required for admission to graduate study at AJU is a 79 on the TOEFL internet-based test (iBT). TOEFL scores expire after two years. Scores that are older than two years will not be accepted by AJU.
  2. IELTS Scores: As an alternative to the TOEFL, you may submit scores from the Academic Modules of the International English Language Testing System (IELTS) designed by the University of Cambridge Local Examinations Syndicate and administered by the British Council worldwide. Their website address is <http://www.ielts.org>. The minimum overall band score required for admission to graduate study at AJU is 6.5. IELTS scores expire after two years. Scores that are older than two years will not be accepted by AJU.

### ***Transfer Equivalency Policy***

The SEMSI MBA program recognizes two types of transfer credit opportunity for students. The first, is transfer of credit to recognize the successful completion of the foundational courses, and the second is the transferability of credits of external MBA or MBA-equivalent courses, completed at an accredited institution. Details regarding the successful completion of the foundational courses are listed above and details for on the SEMSI credit transfer policy are below.

### ***SEMSI Credit Transfer Policy of External Courses***

At least 25% of required credit hours to earn the SEMSI MBA must be completed at SEMSI, meaning that up to 75% of the SEMSI MBA may be completed through transfer credit from an accredited institution upon verification of transfer equivalency, conducted by the Dean and/or the Office of Registrar Services. Courses must have been completed within six years of the applicant's desired start term at AJU and the minimum grade accepted to be considered for course transfer equivalency is a letter grade of "B."

Students seeking to transfer credit must submit an official transcript and may be required to present a relevant catalog and syllabi information regarding the courses previously completed from the other institutions for transfer equivalency consideration. AJU has complete discretion as to which courses, if any, may transfer in as comparable courses available to count toward completion of the SEMSI MBA degree. Further, all transfer students must complete the following courses solely at SEMSI:

- (1) MGT 600: Ethical Frameworks for Leaders; and
- (2) MBA 675: Integrative Capstone: Impactful Enterprise Leadership, Strategy, and Performance

### ***SEMSI Readmission and Partial Dismissal Policy***

Students in the School of Enterprise Management & Social Impact must complete all requirements within 5 years from the date of admission. If after 5 years the requirements have not been met, the student will be dismissed from the program. If a student would like to be readmitted to the AJU School of Enterprise Management & Social Impact, the following must occur:

- The student must re-apply by writing an essay explaining why the student is prepared, at this time, to complete the graduate degree.
- May be required to submit a restoration application fee.

If readmitted, the student must complete outstanding requirements within one academic year (students whose remaining requirement is the thesis may only be reinstated in the Fall semester) or, if coursework is required, on a schedule established by the School Dean. If the student first entered the program more than 8 years prior to reinstatement, that student may be required to take additional courses at the discretion of the School Dean and the CAO, and pay the appropriate tuition for the required additional courses.

# Ziegler School of Rabbinic Studies (ZSRS)

## Ziegler School of Rabbinic Studies Admissions Process

### *Prerequisite Requirements*

To apply for admission to the Ziegler School of Rabbinic Studies, applicants must have:

1. A bachelor's degree (Bachelor of Arts or Bachelor of Science) from an accredited college or university. Normally, the Admissions Committee expects a grade-point average of 3.0 or better. While the Admissions Committee insists on evidence of academic ability and motivation, potential students should not be deterred from applying solely on the basis of their cumulative college grade point averages. The Admissions Committee will weigh this factor along with all of the other evidence of academic ability.
2. One year of college level Hebrew, as taught at American Jewish University, is a pre-requisite to beginning the rabbinical school program. As part of the application process, students must take a Hebrew placement examination. Those who do not test out of the first year Hebrew requirement must enroll in American Jewish University's intensive Hebrew Ulpan during the summer prior to their first semester in the program. In addition, those without the necessary Hebrew background may need further language preparation before they begin the text work of the Ziegler School. After completing the Hebrew Ulpan course, students are required to take the Hebrew placement examination once again and place into Hebrew II in order to begin the full Ziegler School program. Any admission into the school is contingent on the ability to place into the appropriate Hebrew level prior to the candidate's scheduled beginning of the program
3. Strong written and oral communication skills.
4. Since the Ziegler School is designed to prepare future rabbis and Jewish educators, the committee must be satisfied that the candidate demonstrates appropriate Jewish commitment. Rabbinical students must be committed to a life of mitzvot in accordance with Jewish law, as interpreted by the Conservative movement's Committee on Jewish Law and Standards.
5. Each application must include transcripts from any accredited college or university an applicant has attended. You should ask all colleges and universities (secular and Jewish) that you have attended to send one official copy of your transcript directly to the Admissions Office of the Ziegler School, 15600 Mulholland Dr., Bel-Air, California 90077. If you have not yet graduated from college, please submit transcripts of work completed to date. If you are subsequently admitted to the Ziegler School, you must submit official transcripts as verification that you have been granted a bachelor's degree prior to enrollment at the Ziegler School.
6. Applicants are required to take the Aptitude Test of the Graduate Record Examinations (GRE). You should be able to obtain registration materials at <https://www.ets.org/gre>. There are generally fewer Monday sittings of this test than Saturday sittings. For this reason, it is advisable that you make arrangements as early as possible. Check with the local office of the Graduate Record Examinations for details. Have your scores forwarded to American Jewish University (School Code #4876).



## *Admissions Application and Materials*

In order to begin the application process, prospective students must complete a request for application ([online](#)) as well as complete a preliminary interview with one of our admissions representatives. Please call our office at 310-440-1510 to schedule a time.

Once you are invited to apply for admissions, you will be provided with an online link, where you will be asked to complete the following items by January 1 for admission into the program beginning in the Fall of the same year:

1. Online application for admission
2. Submit admissions essays
3. Have all colleges or universities you have attended forward official transcripts
4. Submit GRE scores and/or TOEFL scores if required
5. Obtain four (4) letters of recommendation
6. Submit a non-refundable \$50.00USD application fee\*
7. Complete an in-person interview

To begin the application process, please complete the form ([online](#)) and contact the Admissions Office at [ziegad@aju.edu](mailto:ziegad@aju.edu) or 310-440-1510 to schedule your preliminary interview.

\*All fees are subject to change without notice.

## *Application Deadlines*

Application and all supporting materials for the academic year beginning in September are due no later than January 15 prior to the fall an applicant hopes to enroll. After that date, it is at the discretion of the dean to determine if someone may submit a late application.

## *Transfer Policy*

The Ziegler School accepts applications from students interested in transferring from other rabbinical schools. Such applications are not uncommon. The Ziegler School understands that students' theological commitments, academic interests and professional aspirations often change during rabbinic training and that these changes may lead students to explore other rabbinical schools. Candidates considering a transfer from another rabbinical school should speak with the Ziegler School official of the Ziegler School to discuss ways in which the Ziegler School might be a more appropriate setting for their studies, and to get a general sense of how their work at their original rabbinical school might earn credit towards Ziegler School graduation. Depending on individual circumstances and background, the committee will often consider transfer applicants after the official application deadline.

The Ziegler School has a minimal residency policy of three full academic years. Formal reviews of course work and advanced placement decisions are typically made after completion of the Admissions process.

## General Admissions Policies

### *Visiting and Non-Matriculating Students*

Students who have not been officially admitted to a graduate degree program may, with the permission of the Dean of the program, enroll in courses on a visiting or non-matriculating basis. Students in the visiting category may take no more than seven (7.0) semester credits in any given semester and may accumulate no more than 15 total credits at AJU before being officially admitted to a graduate program. Students in the non-matriculating category may take no more than seven credits in any given semester and may accumulate no more than 10 total credits at AJU before being officially admitted to a graduate program. Credit awarded for work completed is not guaranteed to be applied toward degree requirements once a student has been admitted and subject to review by the Dean for transferability.

### *Changing Degree Objective*

Students who wish to transfer from one graduate program to another must formally apply to the new graduate program through the Dean of the respective program. Students must also inform the Dean of their current program about the transfer to the new program. Credit awarded for work completed in a previous degree is not guaranteed to be applied toward degree requirements once a student has been admitted to a new program and is subject to review by the Dean for transferability.

### *International Students – General Admission Information*

International students seeking admission to American Jewish University must submit documents attesting to their previous educational achievements. All documents in languages other than English (including Hebrew) must be accompanied by a properly notarized translation and professional evaluation. All students whose native language is not English must demonstrate English language proficiency, prior to admission, through the achievement of at least a 215 score on the Test of English as a Foreign Language (TOEFL). These requirements may be waived at the discretion of the Dean of the respective program.

Upon admission, international students will be sent an I-20 form, which is a “Certificate of Eligibility for Nonimmigrant (F1) Student Status—For Academic and Language Students,” together with an Affidavit of Support form. The Affidavit of Support requires that students submit proper documents establishing their financial ability to maintain themselves for at least one year. It is the responsibility of all students to apply for their own student visas and to maintain these visas in good standing. To qualify for a student visa, international students at the graduate level are required to register for at least eight credits per semester.

### *Additional Information*

Transferability of Credits:

The transferability of credits you earn at American Jewish University is at the complete discretion of an institution to which you may seek to transfer.

#### **Disclaimer:**

While we provide no guarantee that employment will result from attending or completing any program offered by the University, AJU is dedicated to assisting students in finding and acquiring professional opportunities. For more information, please contact your School and/or your Deans.

# The College of Arts & Sciences (CAS)



## College of Arts and Sciences Learning Outcomes

### *Students who graduate from the College of Arts & Sciences will possess:*

- Quantitative reasoning and computation skills for critical thinking and effective, practical decision making.
- An understanding of what science is and how it works.
- Knowledge of Jewish cultural traditions, history, and practices.
- Historical and contemporary knowledge about Israel, including but not limited to its culture and practices.
- Strong self-awareness skills and insight into global issues.
- A broad understanding of international issues, nations, and societies.
- Historical knowledge of how individuals and groups have advocated (effectively and non-effectively) for social justice and change.
- An understanding of the psychology of prejudice and inequality and how to counteract both.
- An understanding of the sociology of prejudice and inequality and how to counteract both.
- Knowledge and insight into various world religions and affiliated issues.

### *Students who graduate from the College of Arts & Sciences will have the ability to:*

- Write effective, argument-driven college-level papers that display strong information literacy skills.
- Understand and apply ethical theories and philosophies to general and actual situations.
- Communicate orally in an articulate, clear, and convincing manner.
- An ability to serve the community or a social justice cause/issue in an effective manner.

## CORE Courses - Student Learning Outcomes (SLOs)

### *College Writing*

Student Learning Outcomes: As a result of completing each of the writing courses, students are able to:

#### COR 100 College Writing 1 (Expanded)

1. Recognize and utilize advanced grammar and sentence structures.
2. Utilize varied sentence styles as well as paragraph organization.
3. Formulate a thesis, effectively organize ideas, and provide support for arguments.
4. Eliminate errors in grammar, usage, and mechanics.
5. Understand how to develop critical arguments.
6. Develop a solid foundation of academic writing skills.
7. Format a paper in MLA style.
8. Execute best practices for the writing process, including brainstorming, outlining, drafting, and revising.
9. Evaluate arguments in terms of bias, credibility, and relevance.
10. Assess argumentative claims in terms of inference, explicit or implicit arguments, inductive and deductive logic and logical fallacies.

11. Express critical viewpoints and develop arguments in response to social, political, and philosophical issues.

#### COR 100D College Writing 1-Developmental

1. Recognize and utilize advanced grammar and sentence structures.
2. Utilize varied sentence styles as well as paragraph organization.
3. Formulate a thesis, effectively organize ideas, and provide support for arguments.
4. Eliminate errors in grammar, usage, and mechanics.
5. Understand how to develop critical arguments.

#### COR 101 College Writing 1

1. Develop a solid foundation of academic writing skills.
2. Format a paper in MLA style.
3. Execute best practices for the writing process, including brainstorming, outlining, drafting, and revising.
4. Evaluate arguments in terms of bias, credibility, and relevance.
5. Assess argumentative claims in terms of inference, explicit or implicit arguments, inductive and deductive logic and logical fallacies.
6. Express critical viewpoints and develop arguments in response to social, political, and philosophical issues.

#### COR 102 College Writing 2

1. Format using a professional style guide, including in-text citations and a Works Cited Page.
2. Appraise arguments in terms of bias, credibility, and relevance.
3. Evaluate primary and secondary sources including the strengths/weaknesses of their arguments.
4. Assess electronic sources/databases and incorporate research from print and online media.
5. Integrate research through relevant quoting and paraphrasing.
6. Critically analyze issues or problems and develop informed and convincing arguments.

### *Ethics and Values*

Student Learning Outcomes: As a result of completing Ethics and Values, students are able to possess or develop:

1. A thorough historical and philosophical understanding of the origins of ethics and morality.
2. Knowledge of major ethical theories and approaches as well as their distinction approaches.
3. An ability to apply ethics in an effective manner to specific, real-life situations.
4. An understanding of different ethical or moral viewpoints.
5. An ability to make ethically informed judgements.

### *Oral Communication*

Student Learning Outcomes: As a result of completing Oral Communication, students are able to:

1. Employ critical listening skills as audience members in a variety of educational, cultural and professional venues.
2. Conduct an audience analysis and customize speeches and other communication to their audiences' needs, backgrounds and interests.
3. Deliver effective introductory, informative and persuasive speeches, showing evidence of an understanding of the differences among each speech type.
4. Organize a speech and utilize evidence, examples and anecdotes in support of arguments and main ideas.
5. Integrate visual/presentational aids and communication technology in oral presentations.
6. Effectively use nonverbal communication, such as gestures, facial expression and vocal quality.
7. Communicate ethically, assertively and empathetically in both group and large public settings.
8. Contribute to the effective running of a task-oriented group discussion.
9. Manage the conflict that may arise during a task-oriented group discussion.

### *Science and Society*

Student Learning Outcomes: As a result of completing the Natural Sciences requirement, students are able to:

1. Understand the mechanism of scientific inquiry, the scientific method.
2. Understand how hypothesis driven research works.
3. Know the differences between a hypothesis and a theory.
4. Recognize why some disciplines are considered scientific and other are not.
5. Understand the basic philosophies of science as defined by Karl Popper and Thomas Kuhn.
6. See the difference between debate within science and political or popular debate about science.
7. Understand what are the legitimate topics of debate regarding the cases discussed.

### *Jewish Thought and Practice:*

Student Learning Outcomes: As a result of completing the Jewish Thought and Practice requirement, students are able to:

1. Gain a familiarity with many of the primary philosophic approaches to Judaism and Jewish life.
2. Obtain a familiarity with the Jewish ritual year including the significance of the various festivals and the manner in which they are celebrated.
3. Explore the Jewish life cycle including an understanding of its various rituals and their origins.
4. Recognize the role that Judaism and Jewish thought and practice played in the formation of other western religious traditions.

### *The Jewish Nation:*

Student Learning Outcomes: As a result of completing The Jewish Nation requirement, students are able to:

1. Have an understanding of the historical roots of the Jewish people both as a political entity and a diasporic community.

2. Be engaged with the complexities of the contemporary Jewish life, including the modern state of Israel and the American Jewish community.
3. Gain an understanding of the contributions made by Jews and Judaism to Western civilization.
4. Acquire a foundational knowledge of Israeli political and social history and its contemporary challenges.

### ***The Self and Society:***

Student Learning Outcomes: As a result of completing The Self and Society, students will possess or have: Knowledge of different approaches of self-awareness and interpersonal relations

1. Increased, critical self-awareness
2. Critical engagement with issues of forgiveness, atonement and renewal as mechanisms for personal growth.
3. Increased awareness and insight into global issues of freedom
4. Insight into how to effect personal and global change.

### ***Global Studies:***

Student Learning Outcomes: As a result of completing the Global Studies requirement, students are able to:

1. Know the major paradigms/theoretical approaches in Global Studies.
2. Be able to define and use key concepts in Global Studies.
3. Be able to describe the major actors in the international system, including states, intergovernmental organizations, and nongovernmental organizations.
4. Be able to explain the basic history of global politics since the Treaty of Westphalia in 1648.
5. Be able to assess the causes and consequences of violence between and within states.
6. Be able to evaluate basic theories for explaining patterns of global trade and development.
7. Be able to use the knowledge and theoretical tools developed in the course to identify and analyze important contemporary global issues such as environmental degradation, human rights movements, and immigration crises.

### ***Sid Levine Program in Social Justice***

#### **The People Make History: Social Movements in the Modern Era**

Student Learning Outcomes: As a result of completing this course, students are able to:

1. Explain what a social movement is.
2. Identify defining characteristics of the modern era of Western civilization.
3. Narrate the basic history of significant periods of social change within the previous four centuries of Western civilization.
4. Describe major trends in the theoretical and practical development of democratic governance in the West from the late 15<sup>th</sup> to the early 19<sup>th</sup> century.
5. Analyze and interpret historical texts.
6. Author clear, precise, and persuasive historical arguments.

## **Making Change: Social Justice Advocacy in the Contemporary World**

Student Learning Outcomes: As a result of completing this course, students

1. Explain the role of social movements within a liberal democracy.
2. Discuss the political, economic, and cultural context, at a national level, of the abolition movement, the Progressive Era, the New Deal, and the social movements of the 1960s.
3. Identify key figures and narrate the basic chronology of the above historical periods.
4. Explain basic strategies and tactics employed by activists seeking social change.
5. Explain basic strategies and tactics employed by institutions and organizations opposed to social change.
6. Critically analyze and interpret historical texts.
7. Articulate their analyses and interpretations both orally and in writing.

## ***Prejudice and Inequality: Psychological Approaches***

Student Learning Outcomes: As a result of completing this course, students will:

1. Acquire the basic vocabulary necessary for the study of this topic.
2. Know the major psychological and sociological theories regarding the causes and maintenance of prejudice in individuals and how prejudice contributes to systems of oppression.
3. Become familiar with some of the major research studies in this area.
4. Understand the cognitive processes involved in prejudice.
5. Understand the emotional processes involved in prejudice.
6. Identify and summarize, in their own words, how their social identities and life experiences shape your own view of others.
7. Become familiar with successful programs to change prejudice.

## ***Prejudice and Inequality: Sociological Approaches***

Student Learning Outcomes: Upon completion of the course, students will be able to:

1. Construct how minority groups are classified as such.
2. Summarize social challenges facing minority groups.
3. Differentiate among various minority groups and their respective histories.
4. Develop an understanding of diversity, as the concept relates to notions of social justice pursuits; oppression, tolerance, acceptance, inequality, and difference.
5. Choose effective citizenship in a diverse society and world.
6. Summarize minority-majority group relations.
7. Provide examples of inequality.
8. Summarize each of the unique minority groups studied.
9. Criticize or defend the concepts related to minority-majority group relations as they relate to notions of pursuing social justice.



10. Identify institutionalized systems of social oppression and the role of minority counter-narratives.

### *Religion, Society, and the Individual*

Student Learning Outcomes: At the conclusion of this course, students are:

1. Disabused of their social prejudices regarding other cultures.
2. Knowledgeable about and receptive to other cultures.
3. Familiar with the subject of religion.
4. Familiar with some standard methodologies in the study of religion.
5. Understanding of the Jewish perception of the phenomenon of religion and can distinguish world religions from one another in terms of their relationship to Judaism.
6. Knowledgeable about the basic principles of the analysis of texts.
7. Aware of the relative merits of World cultures.
8. Able to distinguish between a subjective view of religion and a detached analysis of a different culture.

### *Quantitative Reasoning*

Student Learning Outcomes: As a result of completing Quantitative Reasoning, students are able to:

1. Apply mathematical formulas to obtain solutions to real-world problems.
2. Assess and develop the numerical data that are needed to solve real-world problems.
3. Represent mathematical objects symbolically, i.e., visually and verbally, and as tables and graphs.
4. Construct mathematical models of real-world problems using approximation or stochastic techniques.

### **Core (General Ed) Requirements**

COR 100 or COR 101 College Writing 1	3 credits*
COR 102 College Writing 2	3 credits
COR 103 Ethics and Values	3 credits
COR 104 Oral Communication (Public Speaking)	3 credits
COR 105 Science and Society	3 credits
COR 200 Jewish Thought and Practice	3 credits
COR 201 The Jewish Nation	3 credits
COR 203 Global Studies	3 credits
COR 204 The People Make History	3 credits
COR 300 Making Change	3 credits

(Prerequisites: COR 102; COR 204)

COR 301A Prejudice and Inequality: Psychological Approaches 3 credits  
(Prerequisite: COR 102)

COR 301B Prejudice and Inequality: Sociological Approaches 3 credits  
(Prerequisite: COR 102)

COR 302 Religion, Society, and the Individual 3 credits  
(Prerequisite: COR 102)

MAT 100 or MAT 101 Quantitative Reasoning (Math) 3 credits

**Total 42 credits**

\* Students can place out of COR 101 through Advanced Placement credit (4 or 5 on the Literature or Language AP test) or by placement exam.

\*\* Students must complete 0.5 credits of The Self and Society for each semester they are enrolled at AJU.

Some requirements can be satisfied by courses taken at other colleges or universities. This will be determined when official transcripts have been submitted and a transcript evaluation has been completed.

### *College of Arts & Sciences' Policy and Procedure on Transfer Credits*

For newly matriculated transfer students, the College of Arts & Sciences (CAS) allows unlimited transferrable credits from accredited community colleges and four-year institutions. However, in order to graduate from the CAS, of the 120 required credits, all students must complete at least 30 (thirty) credits at AJU. Such transfer credit will be awarded only upon receipt of an official transcript from the college or university at which the credits were earned. Please note that the CAS is under no obligation to accept any transfer credits for currently matriculated CAS Students.

The CAS has established articulation agreements with specific two-year colleges that detail transferable courses. For institutions with which the CAS does not have an articulation agreement, the evaluation of transfer credits will be made in the context of their applicability to University requirements and their equivalency to College of Arts and Sciences offerings. No transfer credit will be awarded for courses in which the student received lower than a C grade.

Students who receive a score of at least a 4 on an AP (Advanced Placement) test administered by the College Board or at least a 5 on an IB (International Baccalaureate) will be awarded three credits in an area to be determined. If an AP or IB test is based on two semesters of college work, and evidence is available that other comparable institutions normally grant credit for two full semesters, six credits may be granted to students earning a score of at least a 4 on the AP exam or a 5 on the IB exam.

## *CAS: Bioethics and Natural Sciences Department Overview*

The Department of Bioethics and Natural Sciences offers a major in Biology and Bioethics which satisfies the prerequisite requirements for the Medical College Admissions Test (MCAT) and prepares students for admission to graduate, medical, dental, pharmacy or veterinary schools as well as continued study in professional programs in allied health fields including physical therapy, occupational therapy, or healthcare administration.

The major combines a core program in life and physical sciences with the humanities and social sciences through courses in Philosophy, Healthcare Ethics, and liberal arts disciplines. Graduates are educated in a tradition that emphasizes the whole person in a religious, social, political, and economic environment.

**This department offers the following degree, major, and minors:**

**Bachelor of Arts degree in Biology and Bioethics**

**Minor degree in Biology and Bioethics**

### *Departmental Learning Objectives*

#### **Program Goals**

1. Students will develop a solid knowledge base in areas of Biology including cell biology, evolution, genetics, and molecular biology
2. Students will develop a solid knowledge base in Inorganic and Organic Chemistry.
3. Students will be prepared to pursue entry into professional schools such as medicine, graduate schools or entry level careers in the pharmaceutical/biotechnology industry by developing effective written and oral communication skills.
4. Students will develop a solid knowledge base in the scientific method and the skills necessary to develop, conduct and evaluate experiments in the laboratory and in the field.
5. Students will develop a commitment to the development and promotion of ethical behavior via courses in the Social Sciences and Humanities including Philosophy, Health Care Ethics, and Jewish Studies.
6. Students will become leaders in the community both in terms of scientific expertise and their understanding of bioethics issues.

#### **Program Learning Outcomes**

1. Students will be able to describe and summarize the major unifying concepts and theories integral to the biological sciences.
2. Students will be able to communicate scientific information effectively in a variety of formats, including verbal and written communication.
3. Students will be able locate, analyze, and interpret information in scientific literature and understand the differences between scientific and non-scientific sources.
4. Students will be able to evaluate and interpret quantitative data using the scientific method.
5. Student will be able to identify and demonstrate ethical conduct in scientific activities.

6. Students will be able to practice proper techniques in the laboratory.

### ***Major/Degree Requirements***

#### **Lower Division Requirements:**

MAT 102 Pre-Calculus or MAT 103 Calculus I

MAT 107 Statistics

NSC 101 and NSC 101L Biological Dynamics I with Lab

NSC 102 and NSC 102L Biological Dynamics II with Lab

NSC 111 and NSC 111L General Chemistry I with Lab

NSC 112 and NSC 112L General Chemistry II with Lab

NSC 210 and NSC 210L Organic Chemistry I with Lab

NSC 211 and NSC 211L Organic Chemistry II with Lab

NSC 203 Biotechniques

NSC 205 Genetics

NSC 206 Cell Physiology

PHL 225 Bioethics

#### **Upper Division Requirements:**

NSC 407 Case History in Ethics

NSC 409 Preceptorship

Minimum of two upper division Biology and Bioethics elective courses

### ***Bioethics Minor***

The following are requirements for the Bioethics Minor:

NSC 101/101L Biological Dynamics I

NSC 102/102L Biological Dynamics II

PHL 225 Bioethics

Two of the following courses:

NSC 200/200L Anatomy

NSC 201/201L Physiology

NSC 205 Genetics

NSC 256 Cell Physiology

## Course Listings

### Lower Division Courses

#### *NSC 101/101L BIOLOGICAL DYNAMICS I AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT An introduction to the science of biology and the variety of organisms in the biosphere. Topics presented include theories relative to the origin of life, cellular structure and function, evolution as a unifying principle in biology, and processes of inheritance. Laboratory experiences give students an opportunity to understand scientific methods of investigation. Lecture, three hours; laboratory, three hours.

#### *NSC 102/102L BIOLOGICAL DYNAMICS II AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT A continuation of the study of biology at the organism, population, and environmental levels. Included are topics dealing with the structures and coordination of functions of complex multicellular organisms, biological factors that support community life systems, ecological interrelationships of plants and animals, and man's impact upon the environment. Lecture, three hours; laboratory, three hours.

#### *NSC 111/111L GENERAL CHEMISTRY I AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT The first part of a two semester sequence in General Chemistry with laboratory. This course covers the fundamental topics of chemistry such as atomic theory, atomic structure and the periodic table, molecular structure and bonding, introductory organic chemistry, structure and properties of solids, liquids, and gases, kinetic theory and colligative properties. Laboratory exercises emphasize the qualitative and quantitative aspects of scientific measurement. Lecture, three hours; laboratory, three hours.

#### *NSC 112/112L GENERAL CHEMISTRY II AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT A continuation of General Chemistry I, which includes laboratory. Topics include: chemical reactions, equilibria, kinetics, oxidation-reduction, metals, nonmetals, metalloids, radioactivity, thermodynamics and electrochemistry. Laboratory exercises will include quantitative analysis using gravimetric and titration techniques. Lecture, three hours; laboratory, three hours.

#### *NSC 120/120L PHYSICS I AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT A study of motion including force, conservation laws, vibratory motion, and wave motion; an introduction to light, field theory, electricity, magnetism, and quantum mechanics. Lecture, three hours; laboratory, three hours.

#### *NSC 121/121L PHYSICS II AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT A study of the properties of matter; thermodynamics, electrical circuits, optics, topics in astronomy, and relativity. Lecture, three hours; laboratory, three hours.  
PREREQUISITE: NSC 105/105L.

### *NSC 200/200L ANATOMY AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT The study of the structure of the human body including skeletal, muscular and nervous systems. Functional relationships between these systems will be examined.

### *NSC 201/201L PHYSIOLOGY AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT This multimedia based course presents a comprehensive treatment of the functions of the human body from a systemic perspective. The course covers nervous, cardiovascular, respiratory, renal, digestive, reproductive system functions and as time permits an introduction to the immune system. The laboratory is correlated with major lecture topics and affords the student with opportunities to explore EEGs, ECGs, muscle function, sensory systems etc.

PREREQUISITES: GRADE OF C OR BETTER IN NSC 200/200L.

### *NSC 203 BIOTECHNIQUES*

LECTURE AND LAB 3 CREDITS A hybrid course that will discuss the theory and practice of techniques fundamental to modern Biology. Basic lab skills such as solution preparation and dilution, pipetting, and the keeping of a laboratory notebook will be emphasized. Techniques involving the analysis and quantitation of proteins and nucleic acids will also be explored.

### *NSC 205 GENETICS*

LECTURE 3 CREDITS This is a comprehensive exploration of the principles of classical and modern molecular genetics. The course emphasizes concept/content mastery and development of problem solving skills. It will include plant, animal and human genetics models as appropriate to the specific subject being studied. PREREQUISITES: GRADE OF C OR BETTER IN NSC 102L.

### *NSC 206 CELL PHYSIOLOGY*

LECTURE 3 CREDITS A study of the organization of cells including cell specialization, chemical composition, regulation of metabolism, protein synthesis, membrane transport, and cellular genetics and the cell cycle. PREREQUISITES: GRADE OF C OR BETTER IN NSC 102L.

### *NSC 210/210L ORGANIC CHEMISTRY I AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT Study of the reactions of hydrocarbons and organic compounds. Students will learn nomenclature and become familiar with reactions mechanisms, organic synthesis, infrared and nuclear magnetic resonance. Lecture, three hours; laboratory, three hours. PREREQUISITE: GRADE OF C OR BETTER IN NSC 112/112L.

### *NSC 211/211L ORGANIC CHEMISTRY II AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT A continuation of Organic Chemistry I. Introduction to the chemistry of proteins, carbohydrates, lipids, and nucleic acids. Lecture, three hours; laboratory, three hours.

PREREQUISITE: GRADE OF C OR BETTER IN NSC 210/210L.

### *PHL 225 BIOETHICS*

LECTURE 3 CREDITS The class begins with introductory sessions on the meaning of moral terms and the range of Western and Jewish moral theories. We discuss the ethical questions involved in the following topics and secular and Jewish approaches to them: (1) The physician-patient relationship: the duties of

physicians and patients; models of the physician-patient relationship; the roles and responsibilities of nurses; truth-telling and confidentiality; informed consent; medicine in a multicultural society. (2) Contested therapies and biomedical enhancement. (3) Human and animal research. (4) The end of life: preparing for death, defining death, removal of life support in dying patients, aid in dying, suicide, organ transplantation. (5) The beginning of life: preventing pregnancy through birth control and abortion, embryonic stem cell research, artificial reproductive techniques, genetic testing and interventions. (6) The distribution of health care.

## **Upper Division Courses**

### *NSC 305/305L MICROBIOLOGY AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT This is a lecture and laboratory based course devoted to the study of microorganisms (viruses, bacteria, protozoa and fungi). The course place emphasis on microorganisms of human medical importance (e.g. in depth study of selected diseases, their cause, diagnosis and treatment), but will also study microbes of much broader importance. In particular, we will study the following aspects of microorganisms: morphological types & defining characteristics, life cycles and ecology, microbial biochemistry and molecular biology and the occurrence of extremophile species. Also to be covered are basic immunology and antimicrobial control measures/therapeutics. PREREQUISITES: GRADE OF C OR BETTER IN NSC 205 AND NSC 206.

### *NSC 309 MOLECULAR BIOLOGY*

LECTURE 3 CREDITS A detailed introduction to molecular biology, the course focuses on topics such as transcriptional regulation, RNA processing, DNA replication, DNA repair, and DNA recombination. Each is presented from both the view of prokaryotes as well as eukaryotes. Scientific journal articles highlighting class topics will be used to supplement lecture material. PREREQUISITES: GRADE OF C OR BETTER IN NSC 205 AND NSC 206.

### *NSC 310 BIOCHEMISTRY*

LECTURE 3 CREDITS A study of protein structure and function, enzyme mechanisms, basic aspects of metabolic pathway and regulatory function. PREREQUISITES: GRADE OF C OR BETTER IN NSC 211/211L.

### *NSC 403 IMMUNOLOGY*

LECTURE 3 CREDITS This course combines lectures and case history analysis to explore the cellular and humoral immune systems. The course focuses on innate immunity, acquired immunity, the primary and secondary immune response, the causes and consequences of hypo- and hyperactive immune responses. Cases from actual patients illustrate many of the course concepts and afford students with opportunities for problem solving experiences. PREREQUISITES: GRADE OF C OR BETTER IN NSC 205 AND NSC 206.

### *NSC 405 DEVELOPMENTAL BIOLOGY*

LECTURE 3 CREDITS This course is a comprehensive study of the patterns and processes that underlie animal development. Topics will include the molecular level control of gene expression during development, the cellular basis of morphogenesis and pattern formation, molecular and cellular bases of the differentiation, induction and growth of embryos. In addition, this course will examine the

phenomena of regeneration and remodeling as they pertain to the development of appropriate organisms. PREREQUISITES: GRADE OF C OR BETTER IN NSC 205, NSC 206, and NSC 309.

### **Upper Division – Off-site Courses**

#### *NSC 407 CASE HISTORIES IN ETHICS*

LECTURE 3 CREDITS Course offered at Cedars Sinai. Senior standing in the major is required. Students must make formal application for enrollment in this course, and be accepted by the BNS department on campus and by Cedars Sinai Medical Center (CSMC). Students explore issues in clinical ethics based on actual in-patient cases under the guidance of faculty from CSMC's Center for Healthcare Ethics. The course is held on site at CSMC. PREREQUISITES: GRADE OF C OR BETTER IN PHL 225.

#### *NSC 409 PRECEPTORSHIP*

6 CREDITS TOTAL This course is an internship/preceptorship within a research lab (6 credits) or a shadowing within a health professions setting (3 credits). Students are placed based on interest, career goals, and satisfactory completion of the freshman, sophomore and at least 1-2 upper division science courses that may be taken concurrently. Students must meet with the Department Chair and the Preceptorship advisor one semester prior to placement.

### ***Faculty***

*DR. ROBBIE TOTTEN*, Dean of the College of Arts and Sciences, Chief Academic Officer, Department Chair; B.A., Duke University; M.A., Ph.D. University of California, Los Angeles



## *CAS: Business Administration and Innovation Department Overview*

The Mission of the Department of Business Administration and Innovation at AJU's College of Arts and Sciences is to bridge theory and praxis in a way that prepares graduates to become ethical, effective, and visionary business leaders who can execute technologically advanced entrepreneurial and intrapreneurial initiatives through a lifetime of continued learning.

**This department offers the following degree, major, and minors:**

- **Bachelor of Arts degree in Business Administration and Business Innovation**
- **Minor degree in Business Administration**
  - **Minor degree in Finance**
  - **Minor degree in Pre-Law (in conjunction with the Department of Politics and Global Studies).**

All Business students begin their studies with introductory courses in Economics and Conscious Capitalism, Accounting, Entrepreneurship, Business Law, and Algebra and Statistics. Upper division required courses include Ethics, Organizational Behavior, Marketing, Business Plan Writing, a Business Capstone, and other courses. Students will also select with their advisor a number of upper division courses to complete the major.

The Business Department brings guest lecturers to campus to highlight the wide variety of possible careers for students with a Business background. Many AJU students take advantage of the dynamic, economically diverse city of Los Angeles for internships, including the entertainment industry, financial institutions, real estate, social enterprise, and non-profit organizations.

Students graduating from the College with a Business degree have obtained subsequent degrees at law schools, business schools, and other advanced degrees (e.g. a Ph.D. in Organization Development, M.A. in Taxation) and have also obtained employment in their chosen career path.

### *Departmental Learning Objectives*

On graduating with a Degree in Business Administration and Innovation from AJU's CAS, learners will be able to demonstrate the following competencies:

- (1) **Critical Thinking:** The ability to synthesize and analyze information and ideas from multiple sources and perspectives:
  - a. to arrive at reasoned conclusions and informed decisions and
  - b. to solve challenging problems.
  
- (2) **Management, Leadership, and Ethics:** The ability to understand and make informed, rational, and objective judgments regarding individual and organizational conduct concerning stakeholder citizenship, social enterprise, conscious capitalism, ethics, sustainability, innovation, and the value of diversity in business:

- a. to make principled determinations associated with conflicting situations in personal, business, and public lives; and
- b. to foresee a panoply of potential consequences and the gravity of the consequences arising from those determinations.

**(3) Communication**

- a. Written Communication: The ability to analyze, interpret, and comprehend information sources and technology:
  - i. to effectively express ideas and facts
  - ii. in written and visual formats.
- b. Collaboration, Verbal, and Social Communication: The ability to engage in active and inactive communication in a professional manner and dialogue with the broad community of business stakeholders:
  - i. to encourage, examine, and comprehend the viewpoints of others;
  - ii. to operate civilly and consciously, with cultural competence, and cooperation in a complex, diverse, and global business and social world.

**(4) Professional Skills and Competencies:** The ability to obtain substantial knowledge and understanding in at least one field of study while gaining exposure and knowledge in other related disciplines, including the CAS CORE Curriculum:

- a. to meet professional standards and demonstrate important socially conscious-yet-capitalistic skills and competencies; and
- b. to efficiently use of information and technology resources for intellectual, professional, community, stakeholder, and personal needs.

***Major/Degree Requirements-48 Credits Required***

- MAT 105 College Algebra & Statistics (3 credits)
- BUS 103 Principles of Financial & Managerial Accounting (3 credits)
- BUS 104 Introduction to Economics and Conscious Capitalism (3 credits)
- BUS 105 Business Law 1 (3 credits)
- BUS 106 21<sup>st</sup> Century Entrepreneurship, Business Startups, and Disruptive Innovation (3 credits)
- BUS 202 New Venture Management and Organizational Behavior (3 credits)
- MED 240 Economic and Legal Aspects of Media Production *or* BUS 211 Sustainable New Market Penetration & Global Employee Recruitment & Retention *or* BUS 250 Entrepreneurial Real Estate: Investment, Usage, and Driving Value for Development (3 credits)
- BUS 301 The Entrepreneur’s Ethical Compass (3 credits)
- BUS 313A Impact Investment, Analysis, and Valuation (3 credits)
- BUS 313B Navigating New Venture Financing Sources (3 credits)
- BUS 320 Sell It! Entrepreneurial Marketing, Brand, and Customer Management (3 credits)

BUS 332 Emerging Enterprises' Legal, Regulatory, and Risk Management Environments (3 credits)  
BUS 333 Entrepreneurial Informatics, Cyber-Security, Technology, and Innovation Management (3 credits)  
BUS 400A Writing the Business Plan (3 credits)  
BUS 400B Capstone – Strategic Entrepreneurial Management – “The Pitch” (3 credits)

### ***Business Administration Minor-18 credits required***

BUS 103 Principles of Financial & Managerial Accounting (3 credits)  
BUS 104 Intro. to Economics & Conscious Capitalism (3 credits)  
BUS 105 Business Law 1 (3 credits)  
BUS 106 21<sup>st</sup> Century Entrepreneurship, Business Startups, and Disruptive Innovation (3 credits)  
BUS 301 The Entrepreneur's Ethical Compass (3 credits)  
One Upper-Division Course offered by the Department of Business Administration and Innovation

### ***Finance Minor-18 credits required***

MAT 101 Mathematical Reasoning & Personal Finance (3 credits)  
BUS 103 Principles of Financial & Managerial Accounting (3 credits)  
BUS 104 Intro. to Economics & Conscious Capitalism (3 credits)  
BUS 301 The Entrepreneur's Ethical Compass (3 credits)  
BUS 313A Impact Investment, Analysis, and Valuation (3 credits)  
Plus One of the Following Three Courses (3 credits total):  
BUS 313B Navigating New Venture Financing Sources (3 credits)  
BUS 315 Business Finance (3 credits)  
BUS 350 Entrepreneurial Real Estate: Investment, Usage, and Driving Value for Development (3 credits)

### ***Course Listings***

#### ***MAT 105 COLLEGE ALGEBRA AND INTRODUCTORY STATISTICS***

LECTURE 3 CREDITS In this course, learners will learn to apply concepts of combining like terms, using the distributive property, and factoring quadratic expressions. Learners will also learn to understand and apply algebraic methods to solve literal equations. Learners will be able to solve simultaneous linear equations as well as how to construct linear equations from slope and point information. Application problems will include geometric figure quantities, ratio and proportion, direct and indirect variation, and conversion of units. Finding the greatest common factor of a polynomial will also be included.

#### ***BUS 103 PRINCIPLES OF FINANCIAL & MANAGERIAL ACCOUNTING***

LECTURE 3 CREDITS This course presents the underlying framework and concepts of Financial and Managerial Accounting in the context of how accounting and Generally Accepted Accounting Principles fit in the overall business environment of contemporary society. Prerequisite: MAT 101 or Instructor Permission.

### *BUS 104 INTRODUCTION TO ECONOMICS AND CONSCIOUS CAPITALISM*

LECTURE 3 CREDITS This course provides students with an understanding of micro- and macro-economic principles, including the growing field of behavioral economics, which rejects long-standing neo-classical perfection assumptions. The course also provides students with the economic rationales for sustainable entrepreneurship and innovation in the social space (environment, arts, education, economic development, etc.), which has become a materially growing segment of the U.S. and global economies. For example, over 20 states legislatures since 2008 have enacted new for-profit business forms called “Benefit Corporations,” which allow for fiduciary duties to run primarily to a broad group of stakeholders (for example employees or the community), rather than to shareholders, and internationally, innovative concepts such as microfinance have helped many people in developing economies in areas such as accessing clean water, disease prevention, sanitation, while also benefitting social entrepreneurs in developed economies. The course also discusses the role of non-profit entities. Prerequisite: MAT 103 or Instructor Permission.

### *BUS 105 BUSINESS LAW I*

LECTURE 3 CREDITS This course will present law and legal institutions in society, emphasizing areas of law relevant to business operations, general legal, and social environment with emphasis on business ethics; role of contracts in business; and employment obligations.

### *BUS 106 21<sup>st</sup> CENTURY ENTREPRENEURSHIP, BUSINESS STARTUPS, & DISRUPTIVE INNOVATION*

LECTURE 3 CREDITS In this course, students will explore entrepreneurship, innovation, and business ideation, creation, and management, with a focus on achieving and maintaining a sustainable competitive advantage as a startup business. Topics covered include: global opportunities; service, quality, and technology in the planning and managing a small business; financial and legal management; and marketing the new product or service as well as the impact of the financial crisis on small business management. The process of developing a business plan will be discussed; emphasis will be placed on the importance of a well-written executive summary. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, or Instructor Permission.

### *BUS 202 NEW VENTURE MANAGEMENT AND ORGANIZATIONAL BEHAVIOR*

LECTURE 3 CREDITS In this course, learners will obtain an introduction to current business structures practices. Topics covered include for profit and nonprofit management, ethical management, planning and performance, and social issues in business, with a focus on behavior of—and in—the entrepreneurial firm. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, MAT 103, or Instructor Permission.

### *BUS 211 SUSTAINABLE NEW MARKET PENETRATION & GLOBAL EMPLOYEE RECRUITMENT & RETENTION*

LECTURE 3 CREDITS This course provides students with an understanding of sustainable new market penetration via a survey of topics related to international business and trade. The course introduces students to the international business environment, trade theories, the basics of international monetary

and political systems, and the effects of legal, political and cultural forces on the global economy. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, BUS 202, or Instructor Permission.

### *BUS 250 ENTREPRENEURIAL REAL ESTATE: INVESTMENT, USAGE, AND DRIVING VALUE FOR DEVELOPMENT*

LECTURE 3 CREDITS This course uses an entrepreneurial approach to real estate that covers concept generation, planning, research, acquisition, design, construction, property law, finance, and investment. Students will engage in experiential learning to sensitize them to the breadth of inquiry, critical thinking and analysis involved in contemporary real estate. Instruction focuses on creation of optimal spatial solutions for targeted users on targeted sites that are sustainable, socially responsible, consciously capitalistic, and economically and environmentally viable. The course also helps students develop entrepreneurial, fact-based approaches to deploy quantitative and qualitative approaches that incorporate the perspectives of space users, space producers, and market facilitators. Students will also apply the three approaches to value that underpin real estate appraisal: cost, income and sales comparisons. Students also analyze the impact of macroeconomic conditions, supply/demand conditions, capital flows, and investor behavior. Students develop proprietary valuation models and apply appropriate quantitative tools and software for predicting most probable prices. Learners also will acquire familiarity with key issues and documents relating to real estate decisions and entrepreneurship, including leasing, insurance, construction contracts, transactions, regulation, financing and bankruptcy. Prerequisites: MAT 103, COR 102, BUS 103, BUS 104, BUS 105, BUS 106, BUS 313A, or Instructor Permission. Strongly suggested: Completion of BUS 313B and BUS 332.

### *BUS 301 THE ENTREPRENEUR'S ETHICAL COMPASS*

LECTURE 3 CREDITS After introductory lectures on ethical theory, a variety of issues are examined in applied moral philosophy from the standpoint of Jewish and Western sources. In the area of business ethics, the following are examined: privacy and confidentiality, business deception (e.g. truth-in-advertising), corporate social responsibility, and the foundations for capitalism or socialism. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, BUS 202, or Instructor Permission.

### *BUS 313A IMPACT INVESTMENT, ANALYSIS, AND VALUATION*

LECTURE 3 CREDITS This course will provide students with an understanding of basic concepts in finance, including security markets, interest rates, taxes, risk analysis, time value of money, security analysis and valuation, short term financial planning, capital budgeting, and capital structure. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, or Instructor Permission.

### *BUS 313B NAVIGATING NEW VENTURE FINANCING SOURCES*

LECTURE 3 CREDITS This course examines the primary focus of finance in an entrepreneurial startup, where fundraising often essentially equates to revenues. Students will learn the value of project finance, methods to seek external financing and how to manage a lean operation, whether via bootstrapping or otherwise. The course also discusses the relevance and the valuation methodologies of seed funding, angel investors, private equity and venture capital investors, banking relationships, and

other external sources of externally financing the business that often dilute the ownership of the founding entrepreneurs. The course also concerns managing the finances of the enterprise from formation through meaningful growth. Many new ventures and innovation fail due to inadequate funding. Major sources of funding for new ventures are reviewed and evaluated in this course, including: venture capital, informal investors, banks, investment banks, suppliers, buyers and the government. Some of the topics for this course include valuation, "guerilla financing," joint ventures, strategic alliances, private placements, IPOs and management buyouts. MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, BUS 313B, or Instructor Permission.

### *BUS 315 BUSINESS FINANCE*

LECTURE 3 CREDITS A review of current financial institutions and their development, emphasizing literature and research of current and potential developments in this field. Topics include: the tools of finance, working capital policy and management, cost of capital, long-term sources of financing, and special topics such as mergers, acquisitions, bankruptcy, and privatization.

### *BUS 320 SELL IT! ENTREPRENEURIAL MARKETING, BRAND, AND CUSTOMER MANAGEMENT*

LECTURE 3 CREDITS This course allows students to learn how to conduct market research to evaluate marketing opportunities that may exist and to engage in simulated marketing for entrepreneurial and innovative startups. Focus is on providing students with tools to evaluate business opportunities and make better decisions based on appropriate research methods. Topics include the importance of positioning and brand management as needed skills for entrepreneurs as they begin their innovative firms and communicate the firm's key value propositions with third-parties. The course covers methods for recognizing, discovering, or creating opportunities and validating those opportunities. Students will be exposed to strategies, theories, and personal skills involved in processes used to manage and build customer relationships and gain an appreciation for the role of customer value in marketing. Prerequisites: MAT 103, COR 102, BUS 103, BUS 104, BUS 105, BUS 106, or Instructor Permission.

### *BUS 332 EMERGING ENTERPRISES' LEGAL, REGULATORY, AND RISK MANAGEMENT ENVIRONMENTS*

LECTURE 3 CREDITS This course permits students to study the legal environment specific to entrepreneurs and innovators. From choice of business entity (sole proprietorship, partnership, S-corporation, C-corporation, Benefit Corporation, non-stock corporation (non-profit/charity), and limited liability company to the securities regulation pitfalls that often hamper entrepreneurs who are unaware of their important relevance to obtaining funding legally to equity compensation plans that permit startups to compensate employees in equity versus cash to contractual conversion rights and anti-dilution protections for the founding entrepreneurs. The course involves the study of additional legal issues surrounding emerging enterprises, including financing negotiations and term sheets, Non-Disclosure Agreements, siting and leases, intellectual property (trademark, copyright, and patent), taxation, debtor-creditor relations, and employment law. Prerequisites: MAT 103, COR 102, BUS 103, BUS 104, BUS 105, BUS 106, or Instructor Permission.

*BUS 333 ENTREPRENEURIAL INFORMATICS, CYBER-SECURITY, TECHNOLOGY, AND INNOVATION MANAGEMENT*

LECTURE 3 CREDITS This course helps students understand basic concepts of information in a context including, but not limited to computer technology; examination of hardware and software; the impact computers have on society including employment, privacy, ethics and security, including Cyber-Security, and, working with information as a resource. The course is designed to explore the concepts of change, innovation, and corporate venturing. Issues associated with entrepreneurial behavior and the development and implementation of programs to encourage entrepreneurship (creating value through innovation) is explored. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, or Instructor Permission.

*BUS 377 ADVERTISING*

LECTURE 1 CREDIT What is the role of advertising today? What advertising inspires and influences? This course will be interactive, taking examples from the class and studying the characteristics and psychology of advertising today.

*BUS 380 SPIRITUALITY IN BUSINESS*

LECTURE 1 CREDIT Where can we find the spirit of Judaism in business? How does social responsibility affect business? And how does our own personal practice of connecting with spirit impact relationships in the business world? This will be a discussion-oriented class, taking notes from Pirkei Avot, the Conscious Capitalism movement and other relevant texts.

*BUS 390 SELECTED TOPICS IN BUSINESS AND MANAGEMENT*

LECTURE 3 CREDITS Selected studies in a field of Business and Management.

*BUS 400A CAPSTONE - WRITING THE BUSINESS PLAN*

LECTURE 3 CREDITS This course allows students to learn the pieces needed, and the thought that goes into, developing a business plan for a proposed startup business via ideation, strategy development, choice of legal entity, marketing forecasting, and proposed financing and pro-forma runway. Emphasis is placed on the completeness of the business plan as the foundation for the student's capstone project of taking the complexity of the business plan (generally for internal use within the enterprise) and transforming the business plan to brief an investor pitch deck, in which only the most important information survives on paper, and the remainder of the business plan must be communicated effectively verbally or via appendices. Prerequisites: MAT 103, COR 102, BUS 103, BUS 104, BUS 105, BUS 106, BUS 301, BUS 311, BUS 313A, BUS 313B, BUS 320, BUS 332, BUS 333, LCM 260, or Instructor Permission.

*BUS 400B CAPSTONE - STRATEGIC ENTREPRENEURIAL MANAGEMENT: "MAKING THE PITCH"*

LECTURE 3 CREDITS Exploration of the concept and context of management strategy across different approaches, environmental settings, and significant dimensions such as finance and accounting, marketing, interpersonal relations, values and ethics, issues and stakeholder management, and creativity. This course aims at developing analytical skills and abilities for practical and effective application in the full range of business environments. Prerequisites: MAT 103, COR 102, BUS 103, BUS

104, BUS 105, BUS 106, BUS 301, BUS 311, BUS 313A, BUS 313B, BUS 320, BUS 332, BUS 333, BUS 400A, LCM 260, or Instructor Permission.

*BUS 498 PRACTICUM*

3 CREDITS

*BUS 499 INDEPENDENT STUDY*

1-3 CREDITS

Note: with the permission of your advisor, business department chair and dean of AJU's AJU School of Enterprise Management & Social Impact, a business major can take a very limited number of graduate-level, nonprofit management courses (except if enrolled in a concurrent BA/MBA program).

***Faculty***

*DR. ROBBIE TOTTEN*, Dean of the College of Arts and Sciences, Chief Academic Officer, Department Chair; B.A., Duke University; M.A., Ph.D. University of California, Los Angeles



## *CAS: Jewish Studies Department Overview*

The Jewish Studies Program readies students for professions in Jewish education, the rabbinate, cantorial studies, and higher Jewish academic study, while providing an engaging, pluralistic curriculum for curious spiritual seekers on the road to discovering their professional paths.

Our students engage in Jewish life through courses in Jewish philosophy, history, tradition and social sciences. AJU's strong network sets a foundation for our graduates to competitively pursue vocational programs, post-graduate education, and career placement.

Our graduates go on to work as influential community-builders for Jewish social justice and sustainability movements in the greater Los Angeles area and beyond.

**This department offers the following degree, major, and minors:**

- **Bachelor of Arts degree in Jewish Studies**
- **Minor degree in Jewish Studies**

### *Departmental Learning Objectives*

Jewish Studies courses look back and forward. The goal of each course is to acquaint the student with the subject matter and prepare them for further scholarly inquiry into that given field. In addition, each course incorporates a number of subsidiary goals.

1. Developing workable knowledge in an area of Jewish studies
2. Developing an appreciation for the nuances and attributes of the traditional view of that area of Jewish intellectual and spiritual achievement
3. Mastering the critical methodologies by which traditional assumptions are questioned by the academy and in the light of modernity
4. Mastering relevant linguistic, symbolic and legal methodologies inherent in the given tradition
5. Balancing the traditional with the critical views of a given tradition
6. Developing the capacity to read, analyze and critique primary and secondary sources in a given tradition
7. Considering a given religious or cultural phenomenon in Jewish studies in the light of parallel phenomena in other traditions
8. Developing skills in scholarly writing and analysis

### *Major/Degree Requirements-44 Credits*

HEB 101 Hebrew 1A (4 credits)

HEB 102 Hebrew 1B (4 credits)

HEB 203 Hebrew 2A (4 credits)

HEB 204 Hebrew 2B (4 credits)

JST and First Temple: JST 301-309 (3 credits)

Second Temple and Rabbinic: JST 320-329 (3 credits)

Medieval: JST 330-339 (3 credits)

Modern: JST 340-370 (3 credits)

JST 366 Professional Seminar (1 credit)

Five upper division Jewish Studies elective courses (15 credits)

### ***Minor-18 Credits***

In order to complete a minor in Jewish Studies, students must complete six upper-division (200+) JST classes.

#### *JST 301 INTRODUCTION TO THE HEBREW BIBLE*

LECTURE 3 CREDITS An introduction to the political and religious history of the Near East as the background of the Bible. Includes readings in the biblical text, as well as an introduction to textual, source, form, and canonical criticism.

#### *JST 302 BIBLICAL ARCHEOLOGY*

LECTURE 3 CREDITS This course will analyze the methods and objectives of archeology in general and Syro-Palestinian archeology in particular. It will survey how archeological investigations in Israel and related countries over the last 150 years have shed light on the life and culture of ancient Israel during the first Temple period. Prerequisite: JST 300, its equivalent or permission of the instructor.

#### *JST 303 READINGS IN BIBLICAL NARRATIVE*

LECTURE 3 CREDITS Introduces the reading of simple biblical texts (if possible in Hebrew), with emphasis structure and vocabulary, and on reading biblical verse.

#### *JST 304 PENTATEUCH*

LECTURE 3 CREDITS A second course in reading biblical texts focusing on extended selections from the Pentateuch. In addition to beginning work in the commentary of Rashi and other classical and modern commentators, students are expected to survey the Pentateuchal narrative.

#### *JST 305 TRADITIONAL JEWISH EXEGESIS OF THE BIBLE*

LECTURE 3 CREDITS Readings and analysis of selected original biblical texts and the important classical Jewish biblical commentators. The primary objectives of this class is for students to gain facility in reading Rashi and other medieval commentaries in translation and prepare them for reading the original text. They will learn to recognize the types of questions asked by biblical exegetes and to learn to ask those same questions for themselves. Each class begins with a close reading of the text, identifying the difficulties and fractures. The class turns to select medieval exegetes (primarily Rashi with select excerpts from Rashbam, Ibn Ezra, and other commentators) examining how they dealt with these problems, and on what sources they drew. The focus of the class is the uncovering Rashi's exegetical technique, why Rashi chose to comment on some verses and not others, what Rashi found difficult, how he used midrash, and what his relationship was to other commentators. An overview of Medieval Commentators, their lives, and historical milieus will be a *leitmotif* of this class.

### *JST 306 FORMER PROPHETS*

LECTURE 3 CREDITS Readings from the books of Joshua, Judges, Samuel I and II, and Kings I and II. The text will be studied in Hebrew with the application of historical and literary methods of analysis. May be repeated for credit with permission of the instructor.

### *JST 307 LATTER PROPHETS*

LECTURE 3 CREDITS Analysis of dominant themes in the latter prophets including the prophetic call, religion and social justice, and relations between the king and the cult. The works of Jeremiah, Isaiah, Ezekiel, and Amos are studied in the original text. May be repeated for credit with permission of the instructor.

### *JST 308 WISDOM LITERATURE AND THE WRITINGS*

LECTURE 3 CREDITS The great theologian of Conservative Judaism, Robert Gordis, said that if the Torah and Prophets are “God talking to man” then the Writings are “man talking to God.” This course will take that idea to heart. In the Song and Songs and the Wisdom Literature, two whole genres of expression are contained. The first is the erotic tone of Biblical society, as taken from its host cultures and developed separately.

### *JST 309 MYTHOLOGY OF THE BIBLE*

LECTURE 3 CREDITS Myths, a specialized genre of narrative, constitute an important component of both ancient and modern civilizations. Comprehending how they function in contemporary society enables us to recognize and appreciate their role in the past. Accordingly, this course begins by studying contemporary myths and contemporary discussions of mythmaking in various disciplines: religiology, bibliology, psychology, anthropology, and folklore. The course continues by investigating myths and mythmaking in ancient Israel within the broader cultural contexts of the ancient Near East and the ancient Mediterranean world through a study of original texts in translation.

### *JST 310 TOPICS IN FIRST TEMPLE JUDAISM*

LECTURE 3 CREDITS An advanced course on a subject at the discretion of the instructor, focusing on the period between 1500-586 B.C.E. Special attention will be paid to the themes of gender struggle, Priestly privilege and the movement towards Gnosticism.

### *JST 320 HISTORY OF THE RABBINIC PERIOD*

LECTURE 3 CREDITS A study of the Talmudic periods using a variety of historical, literary, and legal sources. Examination of the political history of the Tannaitic and Amoraic periods, including discussion of the various influences upon the Jewish religious experience during that time.

### *JST 321 SURVEY OF RABBINIC TEXTS*

LECTURE 3 CREDITS Readings and analysis of texts in some of the basic genres of rabbinical literature. Among the types of texts examined are Mishnah, Midrash (halakhic and aggadic), Talmud, Codes, and Responsa. Some of the readings will be in the original text.

### *JST 322 INTRODUCTION TO THE MISHNAH*

LECTURE 3 CREDITS The purpose of this course is to familiarize the student with the basic text of Rabbinic literature, the Mishnah, in English. The text of the Mishnah is surveyed, as well the history of the period of the composition of the Mishnah, and to examine some of the legal and ethical issues with which the early sages dealt, along with their methods of argumentation.

### *JST 323 THE BABYLONIAN TALMUD*

LECTURE 3 CREDITS An introduction to the style and structure of the basic Talmudic sugya. This course will cover an introduction to Babylonian Aramaic, the basic types of Talmudic argumentation and an analysis of the technical skills necessary for the study of Talmudic text through the examination of a selected topic. Topics may include the Jewish holiday cycle, rabbinic attitudes toward jurisprudence, and the legal status of the Jewish woman.

### *JST 324 JUDAISM AND GENDER*

LECTURE 3 CREDITS Feminist theory has generated new ways of discussing old texts. By focusing on gender as a mode of analysis, familiar texts appear in unfamiliar and interesting or disturbing new light. This course discusses both the theoretical and the textual aspects of using gender as a category of analysis within Talmudic literature. Using various literary approaches to the Talmudic texts (historicist, legal constructivist, social construction, new historicist), students will analyze a wide range of texts within a variety of these approaches to start answering the question: "What images of women emerge from the legal, religious, sexual, social, and political systems inscribed in Talmudic texts?" Prerequisites: JST 321 or one other Bible or Rabbinic text course.

### *JST 325 CONTEMPORARY HALAKHIC PROBLEMS*

LECTURE 3 CREDITS An examination of the position of Jewish law as it relates to various contemporary issues. These may include capital punishment, issues in bioethics, political concerns, worker justice, divorce, birth control and abortion. The structure of the class will be at the discretion of the instructor.

### *JST 326 TOPICS IN SECOND TEMPLE JUDAISM*

LECTURE 3 CREDITS An advanced course on a subject at the discretion of the instructor, focusing on the period between 520 B.C.E. and 500 C.E. The course material may concentrate on Rabbinic thought, legalism, the Apocryphal and Pseudepigraphic literature or the history of the Hellenistic, Roman and Byzantine periods in relation to their Jewish communities.

### *JST 327 INTRODUCTION TO MIDRASH*

LECTURE 3 CREDITS Midrash is both a body of literature and a kind of hermeneutical methodology. This course will examine the nature of midrash and provide examples from across the corpus of the literature.

### *JST 331 MEDIEVAL JEWISH HISTORY*

LECTURE 3 CREDITS An in-depth analysis of the position of the Jews in Christian Europe between the tenth and fourteenth centuries. Among topics to be discussed are Judeo-Christian relations, internal Jewish self-government, Jewish economic and social life and Jewish intellectual and religious creativity.

### *JST 332 CLASSICAL JEWISH PHILOSOPHY*

LECTURE 3 CREDITS An introduction to Jewish philosophy in its Classical period, from the Bible to the rise of Kabbalah. This course will ask whether philosophical ideas have any place in Judaism at all or are merely an expression of hubris and delusion. Particular attention will be paid to the classical exemplars of medieval Jewish philosophy, the mystical attack on philosophy in the 13th and 14th centuries and the ethical tradition of the late Middle Ages.

### *JST 333 INTRODUCTION TO KABBALAH*

LECTURE 3 CREDITS Jewish mysticism, commonly referred to as Kabbalah, is the product of thousands of years of esoteric speculation, revelatory experience, scholasticism, pietism and risk. This course will analyze the role of mysticism in Jewish history through analysis of the major theological ideas of classical Kabbalah and Hasidism. The tradition will be examined in terms of its historical development, its relationship to mystical experiences and its sacred literature. Attention will also be paid to the relationship of Kabbalah to other kinds of mysticism, in line with general issues in the study of religious mysticism. A film, Ansky's *The Dybbuk*, will be shown at a time agreeable to all class members.

### *JST 334 INTRODUCTION TO THE ZOHAR*

LECTURE 3 CREDITS An introduction to the Zohar, the vast classical work of Jewish mysticism, or Kabbalah. The class will survey the history of the text and review some of its popular presentations in English. The second half of the semester will be taken up with an in-depth study of a Zohar text, to be determined by the class and the instructor. The course will also stress the development of reading acuity in this seminal part of the Jewish canon.

### *JST 335 HASIDISM*

LECTURE 3 CREDITS This course will examine Hasidism as a historical movement and as a spiritual path, from its origins to the present day, beginning with the kabbalistic underpinnings of the movement and its attribution to the Ba'al Shem Tov. The role of the zaddik, Hasidic prayer and spirituality, and the great spiritual avatars of the movement, such as the schools of Habad, Bratzlav, Psiskhe, Kotzk, Rizhin and others, will be reviewed, as well as the social implication of the movement and its conflict with the Lithuanian rabbinical power structure. Of particular interest will be the reviews of Hasidism and European Consciousness in the writings of Buber and Scholem as well as an examination of contemporary Hasidic communities.

### *JST 336 ZEN AND HASIDISM*

LECTURE 3 CREDITS Zen Buddhism and Hasidism both entered the Western intellectual tradition in the post-war period. Superficially, both traditions represent popular movements devoted to religious spontaneity, mobility and devotionism. Both Zen and Hasidism are the products of multifaceted civilizations, and blend aspects of faith, culture, ethnicity and nationality. Zen, in particular, evolved as it crossed from nation to nation, incorporating prior religious traditions as well as assuming other characteristics of its new host cultures. Hence a study of Zen must be a study of its host cultures. Hasidism, on the other hand, changed only minutely from area to area, because the alienation of the Jews in Europe remained a constant in all of its host cultures. In each movement, a special conception of its history is related to its identity as a tradition within its mother religion. Each tradition's basic

teachings on the primacy of enlightenment, the role of practice, the nature of the mind, and the limitations of language will be examined and compared, in order to better understand the spiritual commonalities of these two profound spiritual paths.

### *JST 337 TOPICS IN MEDIEVAL JUDAISM*

LECTURE 3 CREDITS An advanced course on a subject at the discretion of the instructor, focusing on the period between 500 C.E. and 1848 C.E. The course may deal with either history or Jewish thought, always as defined in the turbulent context of the Middle Ages.

### *JST 339 TOPICS IN JEWISH MYSTICISM*

LECTURE 3 CREDITS After an introduction to basic characteristics and trends in religious mysticism, this course explores developments in Jewish mysticism from the biblical period through the eighteenth century. Topics vary from year to year, and include the traditions of the Merkabah in prophetic and rabbinic literature, the Hasidism of medieval Germany, the Kabbalah of Abraham Abulafia, the Zohar of Moses de Leon, Lurianic Kabbalah, Sabbatianism, and eighteenth century Hasidism.

### *JST 341 EMANCIPATION AND ASSIMILATION*

LECTURE 3 CREDITS An in-depth survey of the process of integration of Jews into the society of Western Europe from the eighteenth to the twentieth century, concentrating on developments in Germany and France. Topics include: religious change, national identification changes, urbanization, economic change, Jewish participation in the majority culture, and anti-Semitism and Jewish reactions.

### *JST 342 JEWS IN EASTERN EUROPE*

LECTURE 3 CREDITS A study of the origin of Jewish settlements in Eastern Europe, Jewish life in the kingdom of Poland, the partitions of Poland and Jewish life in the successor states, Jewish policies of the Czars, East European Jewish Enlightenment, Modern Jewish ideological movements, Modern Hebrew and Yiddish cultures, the impact of Stalinism, the Holocaust, and Jewish activism and emigration.

### *JST 343 JEWS IN THE MEDITERRANEAN WORLD: 1800-1900*

LECTURE 3 CREDITS A survey of Sephardic Jewry in the Modern period, with a focus on the limited number of contrasting non-Ashkenazic Jewish communities such as the Ladino-speaking Sephardim of Greece and Turkey, Moroccan Jewry, and Yemenite Jewry; differences in cultural and folk traditions; and political conditions, social change, and the impact of modernization and Western influence.

### *JST 351 AMERICAN JEWISH HISTORY*

LECTURE 3 CREDITS A survey of American Jewish history, covering the various waves of immigration, the creation of basic Jewish institutional and denominational frameworks, and the Americanization process.

### *JST 352 HISTORY OF MODERN JEWISH MOVEMENTS*

LECTURE 3 CREDITS Developments in Germany and the United States including the rise of Reform in Germany, the nature of liturgical reform, the relationship between theory and practice, the difference within German liberal Judaism, the reactions of various Orthodox groups to Reform, the relationship between German and American Reform, the rise of Conservative Judaism, the levels of religious practice today, and contemporary Jewish religious ideologies.

*JST 353 HOLOCAUST SEMINAR*

LECTURE 3 CREDITS Political and historical analysis of the Holocaust including the development of the anti-Semitic political tradition after 1880, the ideology of Nazism, the decline of the Weimar Republic and the rise of the Nazis, early patterns of anti-Jewish discrimination, Jewish reactions and emigration 1933-1939, the formulation and implementation of the Final Solution, attitudes and reactions of the German people, the residents of occupied Europe and the Allies, Jewish life in the ghettos, and the question of resistance.

*JST 354 HISTORY OF ZIONISM AND MODERN ISRAEL: 1881 TO PRESENT.*

LECTURE 3 CREDITS A discussion of the theoretical formulations of Zionist ideologies, the creation and progress of the Zionist movement, international developments leading to the creation of the State of Israel, and the relationship of the Diaspora and Israel.

*JST 355 TOPICS IN TWENTIETH CENTURY JEWISH THOUGHT*

LECTURE 3 CREDITS A study of the theological writings of one recent Jewish philosopher such as Kaplan, Buber, Rosenzweig, Rubenstein, Fackenheim, or Soloveitchik. Issues discussed include arguments for the existence of God, responses to religious skepticism, post-Holocaust theology, and the efficacy of prayer.

*JST 356 TOPICS IN MIDDLE EAST POLITICS*

LECTURE 3 CREDITS This course examines diverse aspects of Middle East politics. Analysis of nationalism as ideology in both Israel and the Arab world. Particular emphasis given to relationship between Israel and the Arabs. Case studies may vary by year.

*JST 357 JEWISH POLITICAL THOUGHT*

LECTURE 3 CREDITS Focus on the interplay between the political and the religious in Jewish thought. Topics include the sociopolitical dimension of prophecy (the prophet as lawgiver and as social critic) and of messianism (Zionist and anti-Zionist thought), the religious dimension of political exile (the metaphysical significance of Galut), and of Eretz Yisrael (the holiness of the Land).

*JST 361 SOCIOLOGY OF THE JEWISH PEOPLE*

LECTURE 3 CREDITS A discussion of basic sociological methods and their application to the study of the Jews. Included will be discussions of sociology of religion, patterns of Jewish socialization, varying Jewish value systems, family structure, etc.

*JST 362 MODERN ISRAEL*

LECTURE 3 CREDITS A survey of some of the sociological issues raised by modern Israeli society: the nature of society on the Kibbutz, relationships between Ashkenazim and Sephardim, religious and nonreligious groups, levels of religious practice, the position of Arabs and other minorities in Israeli society, the nature of Israeli value systems, and the position of women.

*JST 363 CONTEMPORARY JEWISH LIFE IN AMERICA*

LECTURE 3 CREDITS A sociological study exploring such topics as religious practice, communal structure and governance, surveys of value systems and attitudes, Jewish political behavior, and the social and economic structure of American Jewry.

*JST 364 TOPICS IN MODERN JUDAISM*

LECTURE 3 CREDITS An advanced course on a subject at the discretion of the instructor, focusing on the modern period from the emancipation of the Jews in the new European republics in 1848 to the present, “post-modern” period. Subjects may be drawn from history, theology or Jewish thought, or may be drawn from the social sciences.

*JST 366 JEWISH STUDIES PROSEMINAR*

LECTURE 1 CREDIT How does a Jewish Studies major make a living? In fact, the possibilities are quite rich in the present context. This one-credit seminar will explore the career possibilities that accompany the contemporary professional world of the American and international Jewish communities. Emphasis will be given to outside speakers and field-work.

*JST 399 INDEPENDENT STUDY*

1 – 3 CREDITS

***Faculty***

*DR. PINCHAS GILLER*, Department Chair – B.A., Columbia College; M.S., Rabbi, Yeshiva University; Ph.D., Graduate Theological Union



## *CAS: Media Arts Department Overview*

The Creative Production concentration in the Department of Media Arts enables majors to interpret and execute creative proposals across a range of professional contexts. Stressing critical analysis and social awareness, courses enable students to plan, pitch, and manage media projects, from pre-production through distribution, that tell compelling stories, apply innovative techniques, and respond pragmatically to the production environment.

Coursework is organized across four focal areas:

- Courses in **Textual Analysis** address the production of meaning, with an emphasis on the theory and craft of narrative,
- Courses in **Structural Analysis** address the institutional context of media production and circulation in relation to political, economic, and psychological dynamics.
- **Practical Knowledge** courses provide a conceptual and practical framework for executing media projects at a professional level.
- **Experiential Engagement** courses allow students to hone their knowledge and skills through hands-on projects that simulate professional contexts.

The program is designed to catalyze careers in media production, including film and tv, marketing, audiovisual journalism, podcasting, gaming, and virtual reality. Graduates are especially equipped to occupy producer roles, but will also be well prepared for more explicitly creative trajectories. The skill set also translates to project management beyond media, opening up a wide range of opportunities in business, as well as non-profit and public administration. Meanwhile, the concentration's focus on critical analysis provides a solid foundation for graduate study in law, business administration, non-profit management, and research.

**This department offers the following degree, major, and minors:**

- **Bachelor of Arts degree in Media Arts**
- **Minor degree in Media Arts**

### *THE MAJOR*

Media Arts graduates must complete a total of 36 credits within the major.

The following overview courses are required and serve as prerequisites for higher level courses:

- MED 100 - Narrative
- MED 120 - The Culture Industries
- MED 140 - Media Production Strategies
- MED 160 - Digital Media

Students pursuing a concentration in Creative Production must take:

- MED 220 - Media and the Public Sphere
- MED 300 - Narrative Cinema
- MED 240 - Economic and Legal Aspects of Media Production
- MED 340 - Media Distribution and Marketing
- MED 260 - Production Arts I: Aural and Visual Storytelling
- MED 360 - Production Arts II: Scripts and Screenplays
- MED 460 - Production Arts III: The Cinematic Short
- MED 490 - Creative Production Senior Thesis

Majors may take additional courses within the department for elective credit.

Majors are encouraged to complete a **professional internship** during their final year in the program. Approved internships will provide experience that enables the development of skills and professional interests related to the major.

In special cases, students may work with a professor to design an **independent study** course focused on a topic not otherwise addressed within the curriculum.

Majors with a departmental GPA of 3.6 or greater and a cumulative GPA of 3.5 or greater will graduate with **departmental honors**.

### ***THE MINOR***

Majors from other academic departments may earn a Media Arts minor by completing 18 credits of Media Arts coursework, including at least three overview courses.

### ***PREREQUISITES***

Students must pass certain overview courses prior to registering for higher level courses in the department; specific requirements are listed in the course descriptions below. Students may be exempted from these requirements with the consent of the course instructor and the Department Chair.

### ***MEDIA ARTS COURSES***

All courses are worth three credits unless otherwise indicated.

#### **Overview Courses**

##### *MED 100 Narrative*

LECTURE 3 CREDITS Introduces students to the basic structure, psychological function, and social role of narrative. Provides a representative survey of narrative methods across different historical periods, cultural contexts, and media formats.

##### *MED 120 The Culture Industries*

LECTURE 3 CREDITS Introduces students to the institutional structure and social role of the media. Provides a representative historical survey with a primary emphasis on the United States. Engages the complex dynamic between political and economic systems, technologies, and representation.

##### *MED 140 Media Production Strategies*

LECTURE 3 CREDITS Introduces students to basic processes involved in planning and managing the production of media texts, including methods of communicating an initial creative vision, the determination of necessary resources and action steps, and the creation of a budget and executive schedule. Addresses a variety of formats and platforms.

##### *MED 160 Digital Media*

LECTURE 3 CREDITS Introduces students to the history and technology of digital media devices, platforms, and systems, as well as basic techniques for creating and distributing digital texts across a variety of formats, including images, graphics, web and social media content, podcasts, and short videos.

#### **Courses in Textual Analysis**

##### ***Required:***

##### *MED 300 Narrative Cinema*

LECTURE 3 CREDITS Develops students' capacity for interpreting narrative cinema by focusing on the relation between narrative meaning and formal techniques. Explores how that relationship is shaped by historical context (e.g. hegemonic aesthetic and representational codes, political-economic frameworks of production) and personal artistic vision. Introduces major theories of cinematic analysis.

PREREQUISITES: MED 100 & MED 140

**Electives:**

*MED 219 Topics in Textual Analysis*

LECTURE 3 CREDITS Allows for an exploration of thematic and/or timely issues related to textual analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: MED 100

*MED 319 Topics in Textual Analysis*

LECTURE 3 CREDITS Allows for the focused examination of thematic and/or timely issues related to textual analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: any textual analysis course at the 200 level

*MED 419 Topics in Textual Analysis*

LECTURE 3 CREDITS Allows for advanced examination of thematic and/or timely issues related to textual analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: any textual analysis course at the 200 or 300 level

**Courses in Structural Analysis**

**Required:**

*MED 220 Media and the Public Sphere*

LECTURE 3 CREDITS Develops students' understanding of the institutional role of the media, especially as it pertains to democratic governance in the United States. Explores the uses and potential of, as well as obstacles to, mediated deliberation in relation to elections, legislation, government policy, social movements, and/or activism and opposition, as well as the influence of the market on the above. Combines thematic and historical approaches. PREREQUISITE: MED 120

**Electives:**

*MED 239 Topics in Structural Analysis*

LECTURE 3 CREDITS Allows for an exploration of thematic and/or timely issues related to structural analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: MED 120

*MED 339 Topics in Structural Analysis*

LECTURE 3 CREDITS Allows for the focused examination of thematic and/or timely issues related to structural analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: any structural analysis course at the 200 level

*MED 439 Topics in Structural Analysis*

LECTURE 3 CREDITS Allows for advanced examination of thematic and/or timely issues related to textual analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: any structural analysis course at the 200 or 300 level

**Practical Knowledge Courses**

**Required:**

*MED 240 Economic and Legal Aspects of Media Production*

LECTURE 3 CREDITS Engages economic and legal issues normally encountered in the media production process, including financing, legal personality, intellectual property rights, budgeting, labor agreements, and revenue generation and distribution. Examines historical trends, ethical implications, case studies, and related career paths. PREREQUISITES: MED 120 & MED 140

*MED 340 Media Distribution and Marketing*

LECTURE 3 CREDITS Engages issues related to media circulation including institutional structures and technologies, revenue models, and advocacy strategies and tactics. Examines historical trends, case studies, and related career paths while emphasizing networked digital media and related concerns. PREREQUISITE: MED 240

**Electives:**

*MED 259 Topics in Media Practice*

LECTURE 3 CREDITS Allows for an exploration of thematic and/or timely issues related to practical knowledge. May be repeated with the consent of the Department Chair. PREREQUISITE: MED 140

*MED 359 Topics in Media Practice*

LECTURE 3 CREDITS Allows for the focused examination of thematic and/or timely issues related to practical knowledge. May be repeated with the consent of the Department Chair. PREREQUISITE: any practical course at the 200 level

*MED 459 Topics in Media Practice*

LECTURE 3 CREDITS Allows for advanced examination of thematic and/or timely issues related to practical knowledge. May be repeated with the consent of the Department Chair. PREREQUISITE: any practical course at the 200 or 300 level

**Experiential Engagement Courses**

**Required:**

*MED 260 - Production Arts I: Aural and Visual Storytelling*

LECTURE 3 CREDITS Develops students' understanding of the technical processes of media production by focusing on the creation of simple audio and visual narrative texts. Emphasizes the general production workflow and its application to distinct contexts of production. Allows students to hone technical and aesthetic skill sets through the planning and creation of media texts such as podcasts, infographics, photo narratives, and short videos. PREREQUISITE: MED 140 and MED 160

*MED 360 - Production Arts II: Scripts and Screenplays*

LECTURE 3 CREDITS Develops students' understanding of written formats used for authoring audiovisual narratives and their role in the production process. Emphasizes professional formatting conventions and processes for developing production plans from written texts, as well as criteria for discerning their quality, the feasibility of producing them in audiovisual formats, and their likelihood for meeting typical metrics of success such as distribution, engagement, revenue generation, and social influence. Allows students to hone technical and aesthetic skill sets through authorship of simple narrative texts in multiple formats. PREREQUISITE: MED 260

*MED 460 - Production Arts III: The Cinematic Short*

LECTURE 3 CREDITS Further develops students' technical, aesthetic, and collaborative skill sets as they work in one or more teams to conceive, author, plan, and produce a short narrative cinema project. PREREQUISITE: MED 360

**Electives:**

*MED 279 - Topics in Experiential Engagement*

LECTURE 3 CREDITS Allows for an exploration of thematic and/or timely issues related to production arts. May be repeated with the consent of the Department Chair. PREREQUISITE: MED 160

*MED 379 - Topics in Experiential Engagement*

LECTURE 3 CREDITS Allows for the focused examination of thematic and/or timely issues related to production arts. May be repeated with the consent of the Department Chair. PREREQUISITE: any experiential course at the 200 level

*MED 479 - Topics in Experiential Engagement*

LECTURE 3 CREDITS Allows for advanced examination of thematic and/or timely issues related to media practice. May be repeated with the consent of the Department Chair. PREREQUISITE: any experiential course at the 200 or 300 level

**Advanced Courses**

**Required:**

*MED 490 – Creative Production Senior Thesis*

LECTURE 3 CREDITS Facilitates the conceptualization and rigorous planning of a substantial creative media project. Students will identify and/or author appropriate source material, then employ it as the basis of a detailed project plan, including a production schedule, budget, and marketing and distribution plan. Successful students will finish the course with an executable plan. Pending instructor approval, some students may execute initial steps of their plan, such as the acquisition of legal personality and/or intellectual property rights, the solicitation and/or acquisition of financing, the attachment of personnel, and the establishment of a public brand presence during the semester. In rare cases, and pending instructor approval, some students may execute the production and even post-production stages of their project during the semester. PREREQUISITES: MED 300 & MED 460

**Electives:**

*MED 498 - Internship*

LECTURE 3 CREDITS Enables students to complete a professional internship related to the major. (Requires approval of the Department Chair and must adhere to AJU internship policies.) PREREQUISITE: senior standing

*MED 499 - Independent Study*

LECTURE 3 CREDITS Enables students to develop and follow a course of study related to a topic that is pertinent to but not otherwise addressed within the major. (Requires approval of the Department Chair.) PREREQUISITE: senior standing

**Faculty**

*DR. ROBBIE TOTTON*, Dean of the College of Arts and Sciences, Chief Academic Officer, Department Chair; B.A., Duke University; M.A., Ph.D. University of California, Los Angeles

## *CAS: Politics & Global Studies Department Overview*

The Politics & Global Studies Department is designed to help students gain a deeper understanding of political and legal behavior from global, national, and local perspectives. The goal of the Department is to assist students in understanding global and national affairs as future practitioners at the international, national, and local governmental and non-governmental levels and as well-informed citizens of their communities.

The Department's program has responded to the changing nature of the global environment in the new millennium in its curriculum while continuing to satisfy student interest in both law and public policy issues in the US and the global arena. At the same time, the major continues to expose students to the systematic study and analysis of political behavior and legal analysis by introducing them to the major concepts and paradigms in the political science, law, and global studies disciplines. The majors in the Politics & Global Studies Department provide an excellent background for graduate work in Political Science, International Relations, and other social science disciplines, and the law, as well as a variety of careers including those in domestic and international public administration, legal fields, politics, teaching, social and community services, planning and policymaking, international business, and journalism.

### **This department offers the following degree, major, and minors:**

- **Bachelor of Arts degree in Political Science**
- **Bachelor of Arts degree in Legal Studies**
- **Bachelor of Arts degree in Global Studies**
- **Bachelor of Arts degree in Politics and Global Studies**
- **Minor degree in Politics and Global Studies**
- **Minor degree in Pre-Law (in conjunction with the Department of Business Administration and Innovation)**

### **Majors**

The Department offers three majors in Politics & Global Studies. The majors are structured to meet students' diverse interests and career and graduate school needs.

#### *POLITICAL SCIENCE MAJOR*

This major provides students with coursework and the concepts and theories in the main subfields in the discipline, including American Government, Comparative Politics, International Relations, and Political Theory, and it allows the most flexibility in terms of course selection. It is appropriate for any student who wants to major in Politics & Global Studies topics.

#### *LEGAL STUDIES MAJOR*

The Legal Studies major explores the theoretical, political, ethical, and practical foundations of the law. It prepares students for law school, graduate school in disciplines such as public policy, or entry-level employment in law-related fields by developing an understanding of the nature, content, and operation

of American law and legal institutions. Concurrently, the major promotes superior managerial, organizational, critical thinking, research, and writing skills. It allows students to focus on the United States and a few other countries' legal systems, issues in public policy and prepare for law school. The AJU Legal Studies program has professors who teach classes with expertise in immigration, which is a topic of particular relevance to twenty-first century national and international debates and the Los Angeles community, and in ethics, which is an area that is always of importance for those training to enter the legal profession.

### *GLOBAL STUDIES MAJOR*

The Global Studies major within the Politics & Global Studies Department focuses on international relations and global issues, such as human rights, immigration, national security, international political economy, economic and human development, environmental issues, and terrorism. The major provides students with the skills, awareness and education to be professionals and activists who shape cultural, social, and political issues at local, national, and global levels. This major is especially useful for students interested in attending graduate school for global studies, international relations, peace studies, or security studies, and/or working in the international arena in diverse careers such as in international business and trade, or with an international governmental or non-governmental organization. Students interested in Israeli and Middle East politics may utilize this major by selecting courses that focus in this area.

## *Departmental Learning Objectives*

### *POLITICAL SCIENCE MAJOR*

The Department learning objectives for the Political Science major are to graduate students who have achieved competency:

1. As informed and ethical citizens
2. As critical thinkers in Political Science, Legal Studies, and Global Studies theory and knowledge
3. As competent communicators and researchers

In order to achieve these goals, the Department has developed a related set of program learning outcomes (PLOs). These learning outcomes are assessed through coursework in one of three ways; as either being introduced, developed or as having mastered and achieved competency in this skill.

These Program Learning Outcomes (PLOs) are:

#### **1. Informed and Ethical Citizenry**

Students will understand domestic and international policy issues facing the U.S. and the world, and be able to critically analyze policy choices and ways to contribute to the resolution of these problems.

## **2. Critical Thinking in Political Science and Global Studies Theory and Knowledge**

Students will be able to demonstrate the ability to access and critically interpret credible sources of political knowledge, apply analytical thinking, value assumptions and criticism, and be able to propose alternative paradigms.

## **3. Communication and Research Skills:**

Students will be able to demonstrate writing and research competency, including the ability to create carefully articulated empirical research papers and employ effective oral and written communication skills regarding the study of politics.

### *LEGAL STUDIES MAJOR*

The Department learning objectives for the Legal Studies major are to graduate students who have achieved competency in the following areas:

1. An understanding of the American and a few other countries' judicial and political systems
2. An understanding of the American judicial and political systems
3. Demonstrate the fundamentals of legal reasoning and analysis.
4. Understand and address legal procedures and practices as well as ethical dilemmas
5. Effectively research, analyze, and write about legal issues and principles in a proper format
6. Master the skills and knowledge necessary to engage with and understand legal issues
7. Recognize and address the ethical rules and standards of conduct involved in the practice of law

### *GLOBAL STUDIES MAJOR*

The Department learning objectives for the Global Studies major are to graduate students who have achieved competency:

1. As informed and ethical citizens
2. As critical thinkers in Global Studies/International Relations theory and knowledge
3. As competent communicators and researchers

In order to achieve these goals, the Department has developed a related set of program learning outcomes (PLOs). These learning outcomes are assessed through coursework in one of three ways; as either being introduced, developed or as having mastered and achieved competency in this skill.

These Program Learning Outcomes (PLOs) are:

#### **1. Informed and Ethical Citizenry**

Students will understand policy issues facing the world, and be able to critically analyze policy choices and ways to ethically contribute to the resolution of these global problems.

#### **2. Critical Thinking in Political Science and Global Studies Theory and Knowledge**

Students will be able to demonstrate the ability to access and critically interpret credible sources of Global Studies/International Relations knowledge, apply analytical thinking, value assumptions and criticism, and be able to propose alternative paradigms of world politics.



### **3. Communication and Research Skills:**

Students will be able to demonstrate writing and research competency, including the ability to create carefully articulated empirical research papers and employ effective oral and written communication skills regarding the study of global politics.

#### ***Political Science Major Requirements (39 Credits)***

##### **Political Science – Lower Division Requirements (9 Credits)**

BUS 104 Introduction to Economics and Conscious Capitalism (3 Credits)

POL 100 Introduction to Political Science (3 Credits)

POL 101 Introduction to U.S. Politics (3 Credits)

##### **Political Science Major - Upper Division Requirements (30 Credits)**

GS 341 Globalization & International Political Economy or GS 346: Global Politics and Transnational Issues and International Security (each of these courses are 3 Credits)

POL 352 Comparative Politics (3 Credits)

One upper division U.S. Politics & Law course (3 Credits)

One upper division Comparative Politics or Global Studies/International Relations course (3 Credits)

One upper division Political Theory course (3 Credits)

Five upper division Politics & Global Studies (GS, LS, or POL listings) elective courses (15 Credits)

#### ***Legal Studies Major Requirements (36 Credits)***

##### **Legal Studies Lower Division Requirements (12 Credits)**

BUS 105 Business Law I (3 Credits)

LS 100 Introduction to Legal Studies and Legal Ethics (3 Credits)

LS 101 Legal Writing and Research (3 Credits)

POL 101 Introduction to U.S. Politics (3 Credits)

##### **Legal Studies- Upper Division Requirements (24 Credits)**

BUS 332 Emerging Enterprises' Legal, Regulatory, and Risk Management (3 Credits)

BUS 333 Informatics/Cybersecurity (3 Credits)

LS 321 American Immigration Policy & Law (3 Credits)

LS 330 Law and Society (3 Credits)

LS 331 Constitutional Law (3 Credits)

LS 342 International Migration, Comparative Immigration Policy, & World Politics (3 Credits) or BUS 211 Sustainable New Market Penetration & Global Employee Recruitment & Retention (3 Credits)

POL 352 Comparative Politics (3 Credits)

One Upper Division Elective 3-Credit Course from the Following Course List (3 Credits):

- 1.) BUS 250: Entrepreneurial Real Estate (3 Credits) or
- 2.) BUS 301: Entrepreneur's Ethical Compass (3 Credits) or
- 3.) MED 240: Economic and Legal Aspects of Media Production (3 Credits) or
- 4.) LS 328: The Judicial Process (3 Credits) or
- 5.) PSY 340: Social Psychology (3 Credits) or

- 6.) Internship or Thesis (3 Credits) or
- 7.) Other course approved by faculty advisor (3 Credits)

### ***Global Studies Major Requirements (39 Credits)***

#### **Global Studies– Lower Division Requirements (9 Credits)**

- BUS 104 Introduction to Economics and Conscious Capitalism (3 Credits)
- POL 100 Introduction to Political Science (3 Credits)
- POL 101 Introduction to U.S. Politics (3 Credits)

#### **Global Studies - Upper Division Requirements (30 Credits)**

- GS 341 Globalization & International Political Economy or GS 346: Global Politics and Transnational Issues and International Security (each of these courses are 3 Credits)
- GS 343 Model United Nations (3 Credits)
- POL 352 Comparative Politics (3 Credits)
- Four upper division Comparative Politics or Global Studies/International Relations courses (12 Credits)
- Three upper division Politics & Global Studies (GS, LS, or POL listings) elective courses (9 Credits)

#### **Politics & Global Studies Minor (18 Credits)**

One of the following two courses must be taken:

- POL 100 Introduction to Political Science (3 Credits) or
- POL 101 Introduction to U.S. Politics (3 Credits) or
- LS 100 Introduction to Legal Studies and Legal Ethics (3 Credits)

One of the following four courses must be taken:

- GS 341 Globalization & International Political Economy (3 Credits) or
- GS 346: Global Politics and Transnational Issues and International Security (Credits) or
- POL 352 Comparative Politics (3 Credits) or
- POL 364 Political Philosophy & Theory (3 Credits) or

Four upper division Politics & Global Studies courses (LS, GS, or POL courses) (12 Credits)

### ***Course Listings***

#### ***POL 100 INTRODUCTION TO POLITICAL SCIENCE AND POLITICAL THEORY***

LECTURE 3 CREDITS An overview of the field of political science. Introduces students to major political theorists and major concepts in political science; how political scientists study politics, including the role of values and beliefs; sub-fields of political science; and writing in political science.

## US Politics and Law

### *LS 100 INTRODUCTION TO LEGAL STUDIES AND LEGAL ETHICS*

This course explores the ways law shapes society and society shapes law. It provides students with an overview of the legal system as well as the range of professions within the law. The course will also explore definitions and concepts of law, differing perspectives of the law and legal system as well as criminal and social justice issues pertaining to the legal system. In addition, the class will explore the critical intersection points of race, ethnicity, class, gender, nationality, and sexual orientation with the law. A significant portion of the class will be devoted to issues of ethics in terms of the conduct and professionalism of those involved in the law or in the criminal justice system.

### *LS 101 LEGAL RESEARCH AND WRITING*

Many professions and majors involve or require a form of research and writing specific to their discipline(s). This is certainly the case for legal studies or law related work. In order to be successful in any profession involving the law, a person needs to have the ability to conduct legal research, to analyze that research, and to convey that analysis in a specific written form. This course teaches students how to become informed about legal issues, how to develop their own analysis about those issues, and how to write successfully for a specific, legal audience.

### *POL 101 INTRODUCTION TO U.S. POLITICS*

LECTURE 3 CREDITS Introductory course in U.S. politics which provides an overview of the governmental institutions and political process of the U.S. political system, including political attitudes, the policymaking process, and analysis of critical issues. Partially fulfills the American History and Institutions requirement.

### *POL 320 AMERICAN POLITICAL DEVELOPMENT*

LECTURE 3 CREDITS American Political Development (APD) is a sub-discipline within American Politics focused on explaining changes in the U.S. political system that have transformed fundamental characteristics of American politics. APD emphasizes the roles of political culture, ideas, institutions (the executive, Congress, the courts, and state and local governments) and political agents (political parties and interest groups) in shaping the long-term development of political conflict and public policy. This course will examine key concepts, analytical tools, and texts at the center of developmental inquiry.

### *LS 321 U.S. IMMIGRATION POLICY*

LECTURE 3 CREDITS Examination of U.S. immigration policy by using political science/foreign policy theories, as well as tracing the historical development of the policy area from the colonial period to the present-day. Emphasis on contemporary events and issues including undocumented immigration, deportation, terrorism, the Dream Act, high-skilled immigration, and the U.S.-Mexico border.

### *POL 323 PUBLIC POLICY*

LECTURE 3 CREDITS This course introduces the intricacies of American public policymaking including an examination of the process of public policy and the political context in which policies are developed.

### *LS 328 THE JUDICIAL PROCESS*

LECTURE 3 CREDITS This course introduces students to the structure and function of both the federal and state court systems in the United States as well as gives students a greater understanding of how the American legal system and politics interact. The course reviews the basic legal theories of our judicial system, as well as the differences between the federal and state levels of courts. The texts and lectures will focus on methods of judicial selection in this country, the criminal justice system, the civil court process, the judicial socialization process, the role of lawyers in American society, and the role of the judicial system as a check and balance for government. The course also analyzes these concepts, actors and institutions from a variety of perspectives including theoretical, normative, and empirical approaches.

### *POL OR LS 329 TOPICS IN U.S. POLITICS*

LECTURE 3 CREDITS This course focuses on different aspects of U.S. politics such as Congress, the Presidency. Topic varies each year. MAY BE REPEATED FOR CREDIT.

### *LS 330 LAW AND SOCIETY*

LECTURE 3 CREDITS The course explores the intersection of law and politics and examines the reach of law into all aspects of American society and life from the family to community organizations to government agencies. Students address social, legal, and political issues at the national, state, and local levels on practical and theoretical terms through case studies drawn from current and historically significant events. In addition, the course provides students with the legal literacy necessary for success as community and business leaders and citizens. The course involves extensive student participation. Students with an interest in the study of politics, law, or contemporary society and those who want to understand what lawyers know and do should find the course valuable.

### *LS 331 CONSTITUTIONAL LAW*

LECTURE 3 CREDITS A study of U.S. constitutional law through analysis of Supreme Court cases. Topics include: separation and division of power, implied limitations on government, right of privacy, and equal protection. RECOMMENDED PREREQUISITE: POL 101. Partially fulfills the American History and Institutions requirement.

## **Global Studies & International Relations**

### *GS 341 GLOBALIZATION AND INTERNATIONAL POLITICAL ECONOMY*

LECTURE 3 CREDITS The term globalization is often used by people with differing ideas not only about what the term means, but about how globalization affects people's lives. This course is designed to introduce the student to the field of international political economy by examining the multiple ways of conceptualizing the process of globalization in today's world, and to the major debates about its effects, both positive and negative. Course material includes examination of globalization as an economic phenomenon, focusing on different historical patterns of trade and their international consequences, cultural globalization and its social consequences, the effects of globalization on different regions of the world including Russia, China and the NICs, and the Third World in general.

*LS 342 INTERNATIONAL MIGRATION, COMPARATIVE IMMIGRATION POLICY, AND WORLD POLITICS*

LECTURE 3 CREDITS This class will focus on the explosion of human migration that has occurred around the world over the past few decades and its implications for global politics. Topics covered include refugee movements and politics, border politics and security, deportation, global migration governance, human smuggling, forced/survival migration, migration as a "weapon" of the weak, climate change and migration, security and migration, state migration policies, race and ethnicity, and U.S. immigration policy.

*GS 343 MODEL UNITED NATIONS*

LECTURE 3 CREDIT This course offers students the opportunity to gain a deeper understanding of international issues and the way they are dealt with by international organizations through participation in a Model United Nations simulation. The course prepares students to represent one or more nations at a college-level Model United Nations and involves researching the selected country as well as a set of issues which they will be discussing and debating at the simulation. Country and UN Committee topics vary each year. MAY BE REPEATED FOR CREDIT, BUT IT CANNOT COUNT FOR A MAJOR REQUIREMENT MORE THAN ONCE. PERMISSION OF INSTRUCTOR ONLY.

*GS 344 U.S. FOREIGN POLICY*

LECTURE 3 CREDITS This class will survey the factors and forces entering into the creation and implementation of American foreign policy, with an emphasis on contemporary events and issues. It will also review the mechanics of the U.S. foreign policy making process.

*GS 345 INTERNATIONAL RELATIONS THEORY*

LECTURE 3 CREDITS International politics is full of spectacular events: financial crises, human rights movements, nuclear arms races, revolutions, terrorist attacks, arms control and peace conferences, revolutions, and wars. International Relations (IR) theory helps us explain and understand those events by equipping us with conceptual tools to use to contextualize and examine these events. This course will examine many of these theories with the practical goal of helping us better understand world politics. Theories and IR analytical approaches covered include constructivism, economic structuralism, the English School, feminism, the green approach, liberalism, and realism.

*GS 346 GLOBAL POLITICS AND TRANSNATIONAL ISSUES AND INTERNATIONAL SECURITY*

LECTURE 3 CREDITS Globalization is the process of integration and increasing interdependence among economies, societies, and cultures on an international level. Transnational issues are the challenges to the survival and well-being of humans and states that arise primarily out of nonmilitary sources, such as global crime, the environment, immigration, and epidemics. The two phenomena are closely related because the former (globalization) is enhancing the salience of the latter (transnational issues) for politics. This class will focus on their implications for international security by examining what International Relations (IR) theories (realism, liberalism, constructivism, structuralism, etc.) have to say about the issues as well as looking at case studies related to them, such as the Arab Spring, human trafficking, small arms trade, oil and resource scarcity, and the U.S.-Mexico border.

*GS 347 FOREIGN POLICY: FRAMEWORKS OF AMERICA'S WORLD ROLE, 1776-TODAY*

LECTURE 3 CREDITS This class examines U.S. foreign policy by exploring six common logics or frameworks (e.g., hegemonism, realism, isolationism, etc.) that underscore American strategic thinking. Logics constitute beliefs about foreign policy strategy, national interest, power, and ethical obligations and they will be used to review American foreign policy from the country's founding through the twenty-first century.

*GS 348 INTERNATIONAL TERRORISM AND VIOLENCE*

LECTURE 3 CREDITS This course offers a basic introduction to terrorism and political violence, such as the history of terrorism, how it functions, the ideology of groups posing the greatest threat to states, and counterterrorism practices.

*GS 349 WAR AND PEACE*

LECTURE 3 CREDITS This course is on war and peace in the international system. What concepts best explain the chances of conflict or cooperation between states or groups? What causes war, and what causes peace? Can war be made obsolete? This class will engage these types of "big" questions that defy easy answers by using two strategies—one, through analyzing conceptually-grounded works by scholars on war and peace, and two, by reviewing case studies of international affairs pertaining to cooperation and conflict amongst global actors.

*POL 350 THE POLITICS OF FOOD*

LECTURE 3 CREDITS This course introduces students to current issues and dilemmas regarding food production, distribution, and consumption, and the implications for peoples around the globe. The course will examine critically the two dominant food production paradigms in today's work, the industrial, globalized food model and the organic/slow food/grow local model. Linkages will be made to a variety of ethical issues, including ones that deal with the preparation of kosher food.

*GS OR LS 351 TOPICS IN INTERNATIONAL RELATIONS*

LECTURE 3 CREDITS This course examines relationships between states in different areas of the world through the use of theoretical tools from the field of International Relations. Topics vary each year. Recent offerings have included The Politics of Oil and National Security. MAY BE REPEATED FOR CREDIT.

**Comparative Politics**

*POL 352 COMPARATIVE POLITICS*

LECTURE 3 CREDITS An introduction to the comparative method and theoretical frameworks in comparative politics, focusing on Europe and the Third World. The course examines features common to all political systems, such as party systems and regime types, explores contrasting theories of political change and development, and looks at current issues confronting advanced industrial and less developed nations.

*GS 353 ISRAELI POLITICS*

LECTURE 3 CREDITS This course will deal with the intricacies of Israeli politics and society through the study of Israel's political system and its central political forces. The course includes a discussion of

Israel's political institutions, the development of its political parties, its economy, its religious and national communities and the fundamental challenges facing the state as it continues to evolve.

#### *GS 354 LATIN AMERICAN POLITICS*

LECTURE 3 CREDITS This course offers a comparative historical analysis of politics in Latin America, with particular focus on the dynamics of political change, the interaction of economics and politics, and the problems of democracy.

#### *GS 355 MIDDLE EAST POLITICS*

LECTURE 3 CREDITS This course surveys the historical background to the present political environment in the Middle East and also focuses on issues such as Islam and radical Islam, the challenge of Modernization and Westernization, culture factors and change and various inter-regional conflicts..

#### *GS OR LS 357 TOPICS IN COMPARATIVE POLITICS*

LECTURE 3 CREDITS This course examines the politics of different regions of the world on a rotating basis and issues in Comparative Politics. MAY BE REPEATED FOR CREDIT.

### **Political Theory**

#### *POL 360 WHAT IS A NATION-STATE*

LECTURE 3 CREDITS The main political actor in our contemporary world is the nation-state. We tend to take them for granted today, but they have only been in place for a few centuries and there is no reason to suspect they will remain indefinitely. This course evaluates the origins and sustainability of nation-states, especially focusing on their rise and early history of nation-states in the sixteenth through eighteenth centuries. It will evaluate theoretical works and historical case studies on the emergence and formation of nations and nationalism.

#### *POL 361 METHODS IN POLITICAL SCIENCE*

LECTURE 3 CREDITS This course is an introduction to political science research. Unlike much reporting in the news media and arguments made by politicians, interest groups, and lobbyists, students learn how to systematically analyze politics and form a plan to study a political question; how to find evidence most appropriate for answering this question; and how to assess this evidence, using qualitative or quantitative methods, to see how it answers the question. Topics include the logic of inference, creating measures from concepts, some basic statistical methods (requiring only simple high school algebra), and comparison of in-depth qualitative case studies. Students also learn to conduct basic data analysis using statistical software, and to present their findings by creating visually appealing graphics. Upon completing this course, students will have gained a handy set of research tools they can use to analyze political questions and for work in graduate school or corporate and government jobs.

#### *POL 362 THE GREAT MINDS OF POLITICAL SCIENCE VIDEO LECTURES*

LECTURE 3 CREDITS This class will watch and discuss conversations, interviews, and lectures of some of the greatest "thinkers" over the past fifty years to examine how prominent scholars engage some of our most difficult political problems and issues. Speakers include Francis Fukuyama, Linus Pauling, Steven Pinker, Theda Skocpol, and Kenneth Waltz, to name but a few of them. Political issues and topics range

from poverty, democracy, foreign policy, terrorism, science and politics, the Obama presidency, and world order to women and politics. Readings will also be assigned with the video lectures.

#### *POL 363 FILM AND POLITICS*

LECTURE 3 CREDITS This course will analyze important political topics and themes by discussing how they are explored in major motion pictures. It will examine the political messages transmitted through the films and the political values that they convey. Examples of themes covered include crime and punishment; capitalism; democracy, socialism, and other forms of governmental forms; the individual and the state; and war.

#### *POL 364 POLITICAL PHILOSOPHY AND THEORY*

LECTURE 3 CREDITS This course examines a number of questions, including human nature and its impact on how we structure political institutions, the relationship of the individual to society, and the role of ideologies and values in politics. Classical philosophical texts will be used.

#### *POL 365 AMERICAN POLITICAL THOUGHT*

LECTURE 3 CREDITS This course surveys American political thought from the colonial era to the present. Political ideas may embody abstract principles, but they are also tied to the political world: they reflect social concerns and shape governing institutions and political practices. In particular, we will examine the influence of different strains of political thought in America and its contribution to conceptions of American democracy. By utilizing the original writings and closely examining these documents, students should be able to trace current political debates and ideas to the origin of these thoughts. The political principles of the American Founding Fathers, influenced by Lockean social compact theory and British constitutionalism, shaped and guided American political institutions until well into the nineteenth century. Those principles were challenged and rejected by American Progressivism, which derived its fundamental tenets from post-Lockean European sources.

#### *POL 366 TOPICS IN POLITICAL THEORY*

LECTURE 3 CREDITS This course will focus on a particular subset of political theory or the ideas of particular political thinkers. MAY BE REPEATED FOR CREDIT.

### **Other Upper Division Courses**

#### *POL 257 OR POL 357 TOPICS IN POLITICS & GLOBAL STUDIES*

LECTURE 3 CREDITS This course examines various topics in Politics & Global Studies field. MAY BE REPEATED FOR CREDIT.

#### *POL 356 THIRD WORLD LITERATURE AND FILM*

LECTURE 3 CREDITS This course explores issues in Third World politics and development as exemplified through literature and film. The course utilizes material from a variety of less developed regions, including Africa, South and East Asia, the Middle East and Latin America. The course traces the history of the Third World, from the onset of colonialism to the post-colonial era. Topics include colonialism and



its legacies, the process of modernization, and the struggle for democratic politics and economic development.

*POL 367 CONTEMPORARY WORLD POLITICAL ISSUES AND CRISES*

LECTURE 3 CREDITS In this course, students focus on analyzing the news by critically examining current domestic and international issues. Stress is also placed on putting the news in historical context as well as on exploring each issue from diverse points of view.

*LS, GS, OR POL 390 HONORS THESIS*

LECTURE 3 CREDITS Students who have excelled in their course work may write an honors thesis in their senior year, with prior approval and in consultation with the chair of the department.

*LS, GS, OR POL 398 POLITICAL INTERNSHIP*

3 CREDITS

*LS, GS, OR POL 399 INDEPENDENT STUDY*

3 CREDITS

***Faculty***

*DR. ROBBIE TOTTEN*, Dean of the College of Arts and Sciences, Chief Academic Officer, Department Chair; B.A., Duke University; M.A., Ph.D. University of California, Los Angeles

## *CAS: Psychology Department Overview*

The Psychology major focuses on the general study of human behavior with an emphasis on human interaction in real-world settings. Examining both theoretical models of behavior and the contexts in which these models are applied, students will be versed in the major theories of the discipline with an emphasis on hands-on interaction via research and internships. Students will learn about core areas in Psychology: Research Methods, Physiological Psychology, Developmental Psychology, Social Psychology, Personality Theories, Learning Theory and Cognitive Psychology. Additionally, students will be able to take courses in emerging fields such as Health Psychology and Cross-Cultural Psychology. This major provides students with the necessary background to pursue graduate work in Psychology, social work or related fields such as education, management, counseling, special education, rehabilitation, law, and other human services.

**This department offers the following degree, major, and minors:**

**Bachelor of Arts degree in Psychology**

**Minor degree in Psychology**

### *Departmental Learning Objectives*

#### **Program Goals**

1. Knowledge
2. Research
3. Diversity and Ethics
4. Career Development

#### **Program Learning Outcomes (PLOs)**

1. Students will acquire and understand basic theories in psychology including major theorists and key research findings.
2. Students will understand how to interpret data, understand issues related to reliability and validity, formulate a research question, read and summarize research articles, and learn APA style.
3. Students will learn about ethical issues related to both research and clinical practice including issues of confidentiality, informed consent, responsibility to participants or clients and will become aware of cultural differences in understanding psychology.
4. Students will be introduced to career options in the field, how to prepare for graduate school, and develop their own goals or career plans.

### *Major/Degree Requirements*

#### **Lower Division Requirements-7 Credits**

MAT 107 Statistics (4 Credits)

PSY 100 Introduction to Psychology (3 Credits)

### **Upper Division Requirements—33 Credits**

PSY 210 Physiological Psychology (3 Credits)

PSY 220 and PSY 220L Research Methods and Lab (4 Credits)

PSY 295 Professional Seminar 1 (1 Credit)

PSY 295 Professional Seminar 2 (1 Credit)

PSY 310 Developmental Psychology I or PSY 311 Developmental Psychology II (3 Credits)

PSY 320 Cognitive Psychology or PSY 330 Learning Theories (3 Credits)

PSY 340 Social Psychology or PSY 350 Personality Theories (3 Credits)

PSY 360 Abnormal Psychology or PSY 361 Tests and Measurements (3 Credits)

Three upper division Psychology elective courses chosen from PSY 310, 311, 312, 320, 330, 340, 350, 360, 361, 370, 380, 381, 382, 390, 397, 398, 499 (9 Credits)

### **Psychology Minor-18 Credits**

PSY 100 Introduction to Psychology (3 Credits)

Two of the following three courses (6 Credits):

- PSY 310 Developmental Psychology I or
- PSY 311 Developmental Psychology II or
- PSY 340 Social Psychology

Three upper division (200+) Psychology courses (9 Credits)

Two PSY 295 Professional Seminars (3 Credits Total)

### **Pre-Clinical/Counseling Concentration in Psychology**

General Psychology degree requirements: (23 credits)

PSY 100 Introduction to Psychology (3 credits)

MAT 107 Statistics with lab (4 credits)

PSY 220 Research Methods with lab (4 credits)

PSY 210 Physiological Psychology (3 credits)

One course in Developmental Psychology PS 310 or 311 (3 credits)

One course in Cognitive PSY 320 or Learning Theory PSY 330 (3 credits)

One course in Personality PSY 350 or Social Psychology PSY 340 (3 credits)

Five courses from the following: (17 - 18 credits)

1. PSY 360 Abnormal Psychology (3 credits)
2. A choice of PSY 390 A Child Abuse or PSY 312 The Exceptional Child (3 credits)
3. A choice of PSY 390 B Positive Psychology, PSY 350 Personality, PSY 380 Health Psychology or

PSY 382 Cross-Cultural Psychology (3 credits)

4. A choice of PSY 381 Human Sexuality or PSY 390 C Addictions (3 credits)
5. PSY 410 Introduction to Counseling (3 credits)
6. PSY 295 Professional Seminar: (2) or PSY 397 Internship (3)

## *Course Listings*

### **Lower Division Courses**

#### *PSY 100 INTRODUCTION TO PSYCHOLOGY*

LECTURE 3 CREDITS This is a survey course in which all major areas of psychological study are examined. Topics include: brain function, sensation and perception, child development, personality, learning, memory and intelligence, social behavior, psychological disorders, and approaches to therapy. Emphasis is placed on understanding basic psychological processes, an introduction to the major theories in psychology, and relating course content to daily experiences.

#### *PSY 150 NARRATIVE*

LECTURE 3 CREDITS Introduces students to the basic structure, psychological function, and social role of narrative. Provides a representative survey of narrative methods across different historical periods, cultural contexts, and media formats.

#### *PSY 210 PHYSIOLOGICAL PSYCHOLOGY*

LECTURE 3 CREDITS An examination of the relationship between physiology and behavior. Topics include: the role of integrative activities, receptor and effector processes in relation to neuromuscular structure and function, the biological bases of behavior and human cognitive processing, the brain and psychopharmacology. This course may include laboratory work. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

#### *PSY 220 RESEARCH METHODS*

LECTURE 3 CREDITS This course covers basic experimental design and research, and paradigms used in psychology. Included are issues of reliability, validity, and ethics involved in conducting human research. The lab is required. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

#### *PSY220L RESEARCH METHODS LAB*

LAB 1 CREDIT This laboratory accompanies the Research Methods class and involves a student project.

#### *PSY 270 NEW VENTURE MANAGEMENT AND ORGANIZATIONAL BEHAVIOR*

LECTURE 3 CREDITS In this course, learners will obtain an introduction to current business structures practices. Topics covered include for profit and nonprofit management, ethical management, planning and performance, and social issues in business, with a focus on behavior of—and in—the entrepreneurial firm. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, or instructor permission.

### *PSY 295 PROFESSIONAL SEMINAR*

LECTURE 1 CREDIT A weekly colloquium with a major focus on career development for psychology students. In addition to presentations by current faculty covering topics such as careers in psychology, applying to graduate school and preparing for interviews; frequent outside speakers make presentations on a wide variety of topics including: autism, family relations, health, stress, coping, serious disorders, educational therapy, music therapy, and more. This class may be repeated for credit.

### **Upper Division Courses**

#### *PSY 310 DEVELOPMENTAL PSYCHOLOGY I*

LECTURE 3 CREDITS The human life cycle is explored from conception through childhood. Emphasis is placed on social, cognitive, and emotional growth, and their interactive relationships. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

#### *PSY 311 DEVELOPMENTAL PSYCHOLOGY II*

LECTURE 3 CREDITS The life cycle from adolescence through adulthood is explored including physical, emotional, cognitive, and social changes. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

#### *PSY 312 THE EXCEPTIONAL CHILD*

LECTURE 3 CREDITS The study of children with special needs, including, autism, learning disabilities, retardation, or being identified as gifted. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

#### *PSY 314 CHILD ABUSE*

LECTURE 3 CREDITS This course will be an overview of issues related to child abuse and its outcomes. The major types of child abuse will be defined, described and discussed. A multidisciplinary approach to the problem will be used examining the physical, neurological, psychological, and behavioral outcomes of abuse. The etiology of child maltreatment will be discussed including the role of dysfunctional families. The effects of trauma on development, cognitive changes and attachment in the context of child maltreatment will be discussed.

#### *PSY 320 COGNITIVE PSYCHOLOGY*

LECTURE 3 CREDITS This course offers an overview of cognitive processes. These include concept formation, attention, memory, imagery, language, problem solving, and thinking. Topics may also include an historical review of the topic and treatment strategies for cognitive problems. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

#### *PSY 330 LEARNING THEORIES*

LECTURE 3 CREDITS This course focuses on the acquisition of behavior, operant and classical conditioning, and the application of behavioral principles to changing behavior. PREREQUISITE PSY 100 OR PERMISSION OF THE INSTRUCTOR.

#### *PSY 340 SOCIAL PSYCHOLOGY*

LECTURE 3 CREDITS An exploration of group influence on human behavior. Topics include intergroup behavior, attitude formation, prejudice, conformity, persuasion, altruism, and aggression. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

### *PSY 345 PAS PRACTICUM*

LECTURE 1 CREDIT Students in this class will be trained to be facilitators for the annual Prejudice Awareness Summit (PAS) focusing on reducing prejudice and bullying and increasing tolerance in middle school students. The PAS is held on campus in the Spring of each year.

### *PSY 350 PERSONALITY THEORIES*

LECTURE 3 CREDITS Classical and modern theories of personality formation are examined in this course. Classical and modern psychoanalytic theories, behaviorism, biological, cognitive, humanistic, and existential theories of personality will be studied. Theories are compared and contrasted in order to clarify their implications for personality formation. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

### *PSY 360 ABNORMAL PSYCHOLOGY*

LECTURE 3 CREDITS An exploration of modern conceptions of abnormal behavior and psychopathology. Included are discussions of the history of concepts of abnormal behavior, modern definitions of pathology, biological and environmental causes of pathology, and the available treatment for the various disorders. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

### *PSY 361 TESTS AND MEASUREMENTS*

LECTURE 3 CREDITS This course covers how various psychological constructs are measured including measures of personality, intelligence, and other traits and abilities. Test construction and issues of reliability and validity of are examined. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

### *PSY 370 ORGANIZATIONAL BEHAVIOR*

LECTURE 3 CREDITS Formal organizations such as companies, schools, religious institutions, and governments can be understood through principles of social psychology and management theories. The focus is analysis of specific institutions using contemporary management and social psychological theories, examining work performance, leadership, goal attainment, and work environments. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR

### *PSY 380 HEALTH PSYCHOLOGY*

LECTURE 3 CREDITS This course focuses on how psychological processes affect physical health, stress, psychological factors that affect wellness and the delivery of treatment, and doctor patient relationships. Theories of changing health behaviors and current research in this field are covered. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

### *PSY 381 HUMAN SEXUALITY*

LECTURE 3 CREDITS An overview of the physiology, psychology and sociology of human sexuality. Emphasis is on psychosocial aspects of sexual attitudes and behaviors, normal sexual behavior, sexual dysfunction, and treatment of sexual dysfunctions. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 382 CROSS-CULTURAL PSYCHOLOGY*

LECTURE 3 CREDITS An overview of the study of culture and how different cultures understand psychological processes such as personality, social behavior, child development, mental health, and therapy. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 390 SELECTED TOPICS IN PSYCHOLOGY*

LECTURE 3 CREDITS These courses covers topics in psychology that have a more specialized focus than the general courses listed above.

*PSY 397 INTERNSHIP*

1-3 CREDITS Involves field placement (three hours per unit per week) and requires a written product. Several settings are available involving children or adults. With Department Chair approval, up to six Internship credits may be taken by a student during the student's tenure as a Psychology major. PREREQUISITE: At least junior status.

*PSY 398 ADVANCED RESEARCH PRACTICUM*

3 CREDITS This course involves participation in research. Under supervision of the instructor, students will help conduct a review of the literature, develop a research design for the project, create the research instruments, collect data, input data into statistical software and analyze results. PREREQUISITE: ENROLLMENT IN THIS COURSE REQUIRES PERMISSION OF THE INSTRUCTOR.

*PSY 410 INTRODUCTION TO COUNSELING*

3 CREDITS This course will provide an overview of the therapeutic process, different theoretical models of counseling, an introduction to counseling skills, ethical issues in the practice of psychotherapy, and an overview of the issues related to the practice of psychotherapy. PREREQUISITE: PSY 100 Introduction to Psychology and at least junior status.

*PSY 498 SENIOR HONORS THESIS*

3 CREDITS Open to advanced students with permission of the Department Chair. Students should apply late in the Spring Semester of their junior year or in the first 10 days of the Fall semester of their senior year. Work involves conducting research, a major review of the literature on a specific topic or participating in a project with a faculty member. See Department Chair for paper requirements. PREREQUISITE: 3.5 GPA.

*PSY 499 INDEPENDENT STUDY*

1-3 CREDITS

***Faculty***

*DR. SUSAN KAPITANOFF*, Department Chair, B.A., University of California, Los Angeles; M.A., California State University, Northridge; Ph.D., University of California, Irvine

## *College of Arts & Sciences*

### **Individualized Major**

An individualized major conforms to the structure of a departmental major and shares the quality of coherence that defines all majors in the College of Arts and Sciences. Hence, an individualized major usually consists of a program of existing courses, courses of independent study, and a capstone. Individualized majors must complete at least 36 credits in their major, over 50% of which must be taken at AJU.

Students wishing to pursue an individualized major should first consult with their advisor and the advisor must consult with the Dean of the CAS. Proposals may be submitted any time after a student has completed 45 credits, and should consist of the following elements:

1. A description of the major question or field of interest
2. Reflection on why that question or field is of particular importance to the student
3. A list of proposed courses amounting to at least 36 credits, arrayed in sequential order, reflecting bodies of knowledge that will help the student address the question or field of interest
4. A report on comparable programs at other colleges, with a list of courses and other learning experiences included in the curricula for those programs
5. A delineation of Student Learning Outcomes
6. A description of a final project or independent study course that is designed to demonstrate the student's mastery of the Learning Outcomes. (Note: The final project may be revised once the student has begun the study of the individualized major.)

Upon approval by the CAS Steering Committee and Dean, the Registrar will record the student's major as "Individualized Major: [Name of Field]."

### **Individualized Minor-18 Credits**

The same requirements for an Individualized Major apply to an Individualized Minor, with the exception that the minor requires eighteen credits, at least of twelve of which need to be taken at AJU. Also, the final project or independent capstone course is optional.

### **Interdisciplinary Minors**

#### **Requirements:**

- Each interdisciplinary minor requires the successful completion of eighteen credits chosen from the list of approved courses below or otherwise approved by a faculty advisor or Department Chair.
- Unless otherwise stated below, up to two classes or six credits may double-count between a student's major and minor, or CORE and minor.
- A minimum of 12 hours for all interdisciplinary minor must be taken in residence at AJU.



- Waiving pre-requisites for a course would be at the discretion of the course instructor or relevant Department Chair whose department offers a particular course.

### **American Studies (18 Credits)**

**Description:** This interdisciplinary minor involves the study of U.S. culture, politics, and art from different perspectives and disciplines. Students minoring in American studies will gain a deeper understanding and knowledge of what it has meant and what it currently means to be “American” and how being “American” may differ from other nationalities. Students will also engage with contemporary American issues (e.g., race, class, gender, economics, and politics) while developing their own position on these issues.

#### **Courses that count towards this minor:**

JST 351: American Jewish History  
 JST 363: Contemporary Jewish Life in America  
 MED 120: The Culture Industries  
 MED 220: Media and the Public Sphere  
 POL 100: Introduction to Political Science and Political Theory  
 POL 101: Introduction to U.S. Politics  
 POL 320: American Political Development  
 LS 100 Introduction to Legal Studies and Legal Ethics (3 Credits)  
 LS 321: U.S. Immigration Policy & Law  
 POL 323: Public Policy  
 LS 328: The Judicial Process  
 POL 329: Topics in U.S. Policy  
 LS 330: Law and Society  
 LS 331: Constitutional Law  
 POL 344: U.S. Foreign Policy  
 POL 365: American Political Thought  
 POL 367: Contemporary World Political Issues and Crises

### **Global Security and Terrorism Studies (18 credits)**

**Description:** The Global Security and Terrorism Minor provides students with a background in the conceptual and substantive knowledge needed to understand the security challenges within the twenty-first century international community. Students will develop an awareness of the cultural, ethical, historical, political, and social factors underscoring conflict between states and non-state actors. Topics covered within the minor include civil and interstate war, genocide, global crime, human trafficking, the environment, epidemics, international migration, and terrorism. The minor is suitable for students with an interest in security issues as well as those preparing for graduate inquiry or careers requiring an awareness of the challenges facing our globalizing world, such as those in business, education, government, law, politics, or international relations.

**Courses that count towards this minor:**

COR 203: Global Studies  
JST 353: Holocaust Seminar  
POL 100: Introduction to Political Science and Political Theory  
GS 321: US Immigration Policy & Law  
PSY 340: Social Psychology  
GS 341: Globalization and International Political Economy  
GS 343 Model United Nations  
GS 344: U.S. Foreign Policy  
GS 345: International Relations Theory  
GS 346: Global Politics and Transnational Issues and International Security  
GS 348: International Terrorism and Violence  
GS 349: War and Peace  
POL 350: The Politics of Food  
POL 352: Comparative Politics  
GS 353: Israeli Politics  
GS 355: Middle East Politics  
POL 367: Contemporary World Political Issues and Crises  
PSY 360: Abnormal Psychology

**Global Studies Minor (18 Credits)**

**Description:** The Global Studies minor draws from several disciplines to provide students with the conceptual and empirical knowledge needed to understand our increasingly interconnected global community. With this minor, students will develop recognition of the historical, political, psychological, social, and religious factors underscoring globalization. Students will be able to choose classes on a diverse set of global topics, including those on cross-cultural psychology, democracy, the environment, immigration, religious movements, and war. The minor is suited for students interested in global studies as well as those preparing for an array of graduate schools and careers in which an international awareness is needed, such as those in business, government, global affairs, the law, politics, psychology, and religion.

**Courses that count towards this minor:**

COR: 203 Global Studies  
JST 336: Zen and Hasidism  
JST 352: History of Modern Jewish Movements  
JST 354: History of Zionism and Modern Israel  
JST 356: Topics in Middle East Politics  
JST 362: Modern Israel  
POL 100: Introduction to Political Science and Political Theory  
LS 321: U.S. Immigration Policy & Law

GS 341: Globalization and International Political Economy  
LS 342: International Migration, Comparative Immigration Policy, and World Politics  
GS 343: Model United Nations  
GS 344: U.S. Foreign Policy  
GS 345: International Relations Theory  
GS 346: Global Politics and Transnational Issues and International Security  
GS 348: International Terrorism and Violence  
GS 349: War and Peace  
POL 350: The Politics of Food  
GS 351: Topics in International Relations  
POL 352: Comparative Politics  
GS 353: Israeli Politics  
GS 354: Latin American Politics  
GS 355: Middle East Politics  
POL 357: Topics in Comparative Politics  
POL 360: What is a Nation-State  
POL 367: Contemporary World Political Issues and Crises  
PSY 382: Cross-Cultural Psychology

### **Human Rights & Advocacy (18 credits)**

**Description:** This interdisciplinary minor explores the contemporary field of human rights and engages students in ways to effect societal, cultural, domestic, and international change through advocacy and political, social, or cultural action.

#### **Courses that count towards this minor:**

BUS 301: The Entrepreneur's Ethical Compass  
COR 203: Global Studies  
JST 324: Judaism and Gender  
JST 341: Emancipation and Assimilation  
JST 353: Holocaust Seminar  
MED 220: Media and the Public Sphere  
POL 100: Introduction to Political Science and Political Theory  
POL 323: Public Policy  
LS 328: The Judicial Process  
LS 330: Law and Society  
LS 331: Constitutional Law  
GS 343: Model United Nations  
GS 344: U.S. Foreign Policy

GS 345: International Relations Theory  
GS 348: International Terrorism and Violence  
GS 349: War and Peace  
POL 350: The Politics of Food  
POL 364: Political Philosophy and Theory

### **Pre-Law Minor (18 Credits)**

The interdisciplinary Pre-Law Minor is designed to help prepare students for law school and business, government, legal, political, and public policy related careers. The minor provides students with the opportunity to take a diverse set of classes across several disciplines that will enhance their background knowledge in the law, as well as problem solving, critical reading, organizational and managerial, written and verbal communication, and research skills. The Pre-Law Minor is overseen by Professor David Groshoff, Chair, Business, and Dr. Robbie Totten, Chair, Politics & Global Studies Department, who are dedicated to mentoring students in all areas related to law, including the law school application process as well as in securing internships in legal-related fields.

The Pre-Law Minor requires a student to complete 18 credit hours, with 9 mandatory hours and at least 9 hours that students can take from a list of potential upper-division interdisciplinary electives. Note the following caveats regarding the completion of coursework for the minor:

- Outside of courses required for both a student's major and a student's minor, no credit hours may overlap a student's major. For example, a student who is a Business major may receive 3 credit hours for completing BUS 315, but if that Business major is also a Pre-Law minor, then those credit hours are to be applied first to fulfill the student's Pre-Law minor, and the student would need to take additional hours of Business courses to complete the major. Similarly, a student who is a Political Science major (the Pre-Law minor would be open to students of all majors in the CAS), may receive 3 credit hours for POL 320, American Political Development and History; however, those 3 credit hours would be applied first to the Pre-Law Minor, requiring the student to take 3 hours of additional Political Science coursework so as not to "double count."
- A minimum of 12 hours of the Pre-Law minor must be taken in residence at AJU.
- Waiving pre-requisites for a course would be at the discretion of the course instructor or relevant Department Chair whose department offers a particular course.

The following five courses must be taken (15 credits total):

BUS 105: Business Law I  
POL 101 Introduction to U.S. Politics  
LS 331: Constitutional Law  
LS 100 Introduction to Legal Studies and Legal Ethics (3 Credits)  
LS 101 Legal Writing and Research (3 Credits)

One of the following courses must be taken (3 credits total):

BUS 104: Introduction to Economics and Conscious Capitalism  
BUS 301: The Entrepreneur's Ethical Compass  
BUS 313: Impact Investment, Analysis, and Valuation  
BUS 315: Business Finance  
BUS 320: Sell It! Entrepreneurial Marketing, Brand, and Customer Management  
BUS 332: Emerging Enterprises' Legal, Regulatory, and Risk Management Environments  
JST 351: American Jewish History  
MAT 107: Statistics  
MED 240: Economic and Legal Aspects of Media Production  
POL 100: Introduction to Political Science and Political Theory  
POL 320: American Political Development and History  
LS 321: US Immigration Policy & Law  
POL 323: Public Policy  
LS 328: The Judicial Process  
GS 341 Globalization & International Political Economy  
LS 342: International Migration, Comparative Immigration Law, and World Politics  
GS 343: Model United Nations  
GS 344: U.S. Foreign Policy  
GS 345: International Relations Theory  
GS 348: International Terrorism and Violence  
POL 350: The Politics of Food  
POL 352 Comparative Politics  
POL 364: Political Philosophy and Theory  
POL 365: American Political Thought  
PSY 340: Social Psychology  
PSY 360: Abnormal Psychology

## *Additional Undergraduate Programming*

### **AJU/GAP Year Programs**

American Jewish University works with a variety of academic partners, both in the United States and Israel, to offer coursework for college credit. Current programs include:

- Aardvark Israel, an independent gap-year program
- Year Course, a gap-year program of Young Judea

Through the AJU College of Arts & Sciences Initiative (AJUCI), qualified Aardvark Israel and Year Course participants can earn nearly a year's worth of college credit during their time studying, volunteering, and experiencing Israel.

Acceptance to Year Course or Aardvark Israel does not guarantee admission to American Jewish University. Similarly, admission to American Jewish University does not guarantee acceptance to Year Course or Aardvark Israel. Still, gap-year students are strongly encouraged to consider AJU's College of Arts and Sciences for their bachelor's degree.

During their time in Israel, gap-year participants are not eligible for American Jewish University scholarships/grants or need-based financial aid (state or federal). All fees are paid directly to the gap-year program. In order to be eligible to earn AJUCI credit through any one of our collaborating institutions, program participants must show evidence of one of the following academic records:

- Current enrollment in an accredited two- or four-year college or university, with a minimum cumulative GPA of 2.0
- A high school diploma, with a minimum cumulative GPA of 2.0
- A high school equivalency certificate

AJUCI participants are encouraged to consider AJU's College of Arts and Sciences for their bachelor's degree. Here are just a few of the benefits of attending the College of Arts and Sciences after spending a gap-year in Israel:

- Academic credits taken during the gap-year are awarded by AJU; no transfer evaluation is necessary upon matriculation in the College of Arts and Sciences.
- Including the year in Israel, students are generally still able to graduate with their bachelor's degree within a 4-year time frame.
- AJU offers a generous financial aid package, consisting of both merit scholarships and need-based grants, to AJUCI participants.
- AJU provides a supportive and intimate learning environment where students can explore their Jewish identity as they did while in Israel
- Many gap-year students choose to attend AJU, so students will already be familiar with many of their future classmates.

For more information about undergraduate admissions, visit the [College of Arts and Sciences website](#).

# Graduate Division



## School for Jewish Education and Leadership

The School for Education and Leadership prepares educators to create and articulate a compelling vision for Jewish education and apply the knowledge, skills, creativity, and leadership needed to bring that vision to life. Home to the Fingerhut School of Education and various continuing education initiatives for educators, we are a trans-denominational center for educational leadership training, Jewish learning, professional development, and research. The School for Jewish Education and Leadership offers a robust slate of master's and bachelor's degree programs, as well as certification programs, designed to cultivate the Jewish educators and leaders who will work to ensure a vibrant Jewish future.

### Our Mission: Training Visionary Educators

The School for Jewish Education and Leadership is a degree-granting academic hub for professional development, thought leadership, and research in Jewish education. Our masters' degree programs prepare educators to lead and teach creatively and flexibly across the variety of settings in which Jewish teaching and learning occurs.

### Degrees Offered:

- Bachelor of Arts in Early Childhood Education (BAECE): completion program; evening program
- Bachelor of Arts in Early Childhood Education (BAECE): completion program; online program
- Master of Arts in Education (MAEd): afternoon and evening program; part-time option available
- Master of Arts in Teaching (MAT): evening and Sunday program designed for working professionals in day schools
- Master of Arts in Education in Early Childhood Education (MAEd in ECE): evening program designed for working early childhood educators
- Program in Experiential Education: optional certificate in addition to MAEd
- MAEd or Teaching Certificate for Rabbinical students with the Ziegler School of Rabbinic Studies
- BA/MAEd: promising College of Arts and Sciences (CAS) undergraduates may combine the final year of their BA with MA coursework to complete both degrees in five years for dual degrees

### Certificates Offered:

- Certificate in Jewish Education: Masters-level
- ECE Extension: Basic Certificate in Early Childhood Education: BA level
- ECE Extension: Advanced Certificate in Special Needs in Early Childhood Education: BA level
- ECE Extension: Advanced Certificate in Early Childhood Pedagogy and Curriculum: BA level



## School for Jewish Education and Leadership

### Bachelor of Arts in Early Childhood Education

Our Bachelor of Arts in Early Childhood Education seeks to elevate the knowledge, skills, and performance of the early childhood educator in Jewish educational settings. Using a cohort-based model, the Bachelor of Arts in Early Childhood Education will bring current early childhood educators together to grow as educators. This will include acquiring skills to manage classrooms and centers, successfully work with families, incorporate Torah, Mitzvot and traditions into daily lesson plans, and prepare for careers as teachers or administrators in Jewish early childhood settings.

Students who wish to apply and be accepted to our BA program in ECE must first complete a minimum of 60 lower division credits at a community college or other university as our program will only have upper division courses related to the major. Students must complete a minimum of 60 upper division credits in residence at AJU.

#### Program Learning Outcomes

Students who complete the program will develop the skills necessary to:

1. Demonstrate understanding of young children's characteristics and needs, and of multiple interacting influences on children's development and learning, to create environments that are healthy, respectful, supportive, and challenging.
2. Demonstrate orally and in writing, knowledge, understanding and value of the importance and complex characteristics of children's families and communities.
3. Understand and use systematic observations, documentation, and other effective assessment strategies in an ethical manner in partnership with families and other professionals to positively influence children's development and learning.
4. Design, implement and evaluate experiences that promote positive development and learning for all children.
5. Use positive relationships and supportive interactions as the foundation for their work with young children.
6. Use a wide array of effective approaches, strategies, and tools to positively influence children's development and learning.
7. Understand the essential concepts, inquiry tools, and structure of content areas including academic subjects and identify resources to deepen their understanding.
8. Use their own experience, knowledge, and other resources to design, implement, and evaluate meaningful, challenging curriculum that promotes comprehensive developmental and learning outcomes for all young children.
9. Use ethical guidelines and other professional standards related to early childhood practice.

**Bachelor of Arts in Early Childhood Education  
& Bachelor of Arts in Early Childhood Education Distance Learning**

**BA in ECE Completion Degree Requirements**

**Students must fulfill 60 credits outside of AJU, including those courses fulfilling the Intersegmental General Education Transfer Curriculum (IGETC).**

**The following classes must be taken at AJU.**

**Required Courses**

<b>Course Code</b>	<b>Course Title</b>	<b>Units</b>
EDU 300	Infant Toddler Development and Learning	4.00
EDU 301	Child Growth & Development	4.00
EDU 303	Introduction to the Administration of Early Childhood Programs	4.00
EDU 304	Collaboration and Adaptations for Special Needs in ECE	4.00
EDU 306	Language and Literacy Development in ECE	4.00
EDU 307	Introduction to Working with Young Children: Curriculum, Play, and Pedagogy	4.00
EDU 308	Cognitive Development	4.00
EDU 309	STEM Education and Experiences in ECE	4.00
EDU 311	Creative Experiences for Young Children	4.00
EDU 313	Partnering with Families and the Community	4.00
EDU 314	The Indoor & Outdoor Environments: A Classroom View	4.00
EDU 315	Child Guidance and Positive Discipline	4.00

**Fieldwork Requirements**

<b>Course Code</b>	<b>Course Title</b>	<b>Units</b>
EDU 302	Field Experience with Infants and Toddlers	2.00
EDU 305	Field Experience with Special Needs Populations	2.00
EDU 310	Field Experience: Planning, Implementing, and Evaluating Lesson Plans for Young Children	2.00
EDU 312	Field Experience: Planning Literacy-Based Activities for Young Children	2.00
EDU 317	Field Experience: Leading Classroom Experiences	2.00
EDU 318	Field Experience: Leading Parent Education	2.00

# School for Jewish Education and Leadership

## Graduate Programs Overview

Our academically engaging and rigorous curriculum is designed to incorporate exploration and experimentation in educational leadership and teaching strategies, cohort- and community-building, as well as spiritual, personal, and professional growth. The degree takes four semesters (two academic years) to complete on a full-time basis. For MAEd candidates, a three-year part-time daytime option for working professionals is also offered. The MAT program meets for evening classes and on select Sundays. The MAEd in ECE program meets for evening classes throughout the year.

### Program Goals

1. Students will become conversant in the language, texts and tools of the profession of Jewish educator.
2. Students will gain the professional knowledge and organizational/administrative skills to lead effectively as a Jewish educator.
3. Students will become proficient in the habits of mind and tools associated with the cycle of planning, teaching and assessment.
4. Students will gain the habits of mind and tools to be reflective practitioners and continuously improve their practice as lifelong learners and professional educators.

### Program Learning Outcomes

1. Students will be able to articulate their own vision for Jewish education.
2. Students will be able utilize the tools of planning, teaching and assessment as a cycle that continually enhances their professional practice, including articulating a rationale for their choices.
3. Students will be able to manage institutional infrastructure and resources as an instructional and/or administrative leader.
4. Students will be able to utilize the tools of reflective practice and self-study.
5. Students will be able to teach Jewish values, vocabulary, texts and traditions to Jewish learners, making methodological choices that are attentive to the diverse needs of learners (developmental, religiously sensitive, and engaging multiple intelligences and learning styles).

Note: The MAT and MAEd programs are designed with the same broadly stated goals and outcomes, with the following distinctions:

- In the MAEd program, courses are taught with an eye toward broad preparation for leadership in the wide field of Jewish education. MAEd students may complete their fieldwork in a broad array of Jewish educational settings.

- In the MAT program courses are taught with an eye toward enriching and expanding students' professional practice as teachers, with an emphasis on day school settings. MAT students complete their fieldwork in Jewish day schools.
- The MAEd curriculum includes more courses in Judaic content, while the MAT program allows teachers to specialize in the content areas where they are teaching.

#### MAEd in ECE Program Learning Outcomes

- Describe and summarize, apply, and critically evaluate and synthesize constructs, theories, and empirical findings pertaining to child development including developmental milestones and processes in the physical, cognitive, and social-emotional domains from conception to adolescence.
- Demonstrate research knowledge and skills: explain and apply the scientific method; describe, evaluate, and apply research and observation methods used in the study of children's development; and calculate and interpret basic statistics.
- Demonstrate effective oral and written communication skills that reflect the ability to summarize, apply, and evaluate/synthesize developmental theories and empirical findings and that are consistent with the professional and ethical standards of the early childhood education field.
- Use best practices of early childhood education when working with children, families, and the community. This includes developing and demonstrating professional and personal skills and qualities related to the field of early childhood education (e.g. observations techniques, curriculum development/implementation, leadership and teamwork, professional ethics, accountability, reliability).
- Identify children who may have special needs, families that may be in crisis, and be able to locate appropriate resources to help guide families through the process of therapy and/or recovery.
- Manage, supervise, and mentor teachers and future leaders in Jewish early childhood education.

## School for Jewish Education and Leadership

### Master of Arts in Education (MAEd)

#### MAEd Degree Requirements

Students in the MAEd program also complete a co-requisite Concentration in Judaic Studies. Students are expected to be familiar with credit requirements and to keep an accurate check on their progress toward completing degree requirements. They are also responsible for ensuring that they have completed all degree requirements in the course of their studies.

#### MAEd Course Requirements

The curriculum includes 30 credits of education coursework and 18 credits of Judaica coursework. Students also receive 6 credits for fieldwork in administration and teaching, for a total of 54 credits for the degree. In addition, students are required to maximize their proficiency in Hebrew over two years. Depending on their Hebrew fluency upon entry, students are required to complete up to 16 additional credits of Hebrew study as a requirement to graduate. Students who wish to take additional courses as electives may do so with the dean's permission.

#### Education Requirements:

Course Code	Course Title	Units
EDU 510	Sociology of Education	2.00
EDU 515	Educational Psychology: Human Development	3.00
EDU 520	Philosophy of Education	3.00
EDU 530	Educator's Toolkit I: Skills for Success	3.00
EDU 532	Educator's Toolkit II: Teaching for All Learners	3.00
EDU 534	Educator's Toolkit III: Curriculum Design	3.00
EDU 546	Reflective Practice I	1.00
EDU 547	Reflective Practice II	1.00
EDU 548	Reflective Practice III	1.00
EDU 549	Reflective Practice IV	1.00
EDU 550 or 554	Educational Leadership I or Educational Administration I	3.00
EDU 551 or 564	Educational Leadership II or Educational Administration II	3.00
EDU 566	Capstone	3.00

#### Judaica Requirements:

Course Code	Course Title	Units
EDJ-570	Teaching Jewish Holidays and Life Cycle	3.00
EDJ-572	Teaching God and Prayer	3.00
EDJ-574a	Teaching Jewish History	1.50
EDJ-574b	Teaching Israel	1.50
EDJ-576	Teaching Bible: Chumash	3.00
EDJ-578	Teaching Rabbinic Texts	3.00
XXX-XXX	Ziegler Elective (various)**	3.00

\*\* ZSRS Elective (Students elect one Judaic Studies course in the Ziegler School of Rabbinic Studies, in consultation with the Dean) or another Judaic elective.

HEB courses as determined by entrance exam and in consultation with the Hebrew coordinator.

### **Fieldwork Requirements:**

Full-time MAEd students complete at least five hours a week of teaching fieldwork during both years in the program and an additional five hours a week of administrative fieldwork during their second year. MAEd students who pursue the degree as working professionals may utilize their workplace for the fieldwork requirement, at the discretion of the Dean. Students register for 1 fieldwork credit each semester for each position (Note these are not courses that meet. Hours are completed at the fieldwork site and in preparation for fieldwork):

<b>Course Code</b>	<b>Course Title</b>	<b>Units</b>
EDU 538	Teaching Fieldwork I	1.00
EDU 540	Teaching Fieldwork II	1.00
EDU 542	Teaching Fieldwork III	1.00
EDU 544	Teaching Fieldwork IV	1.00
EDU 552	Administrative Fieldwork I	1.00
EDU 553	Administrative Fieldwork I	1.00

### **Liturgy Proficiency Requirement**

MAEd students prepare to serve in a variety of Jewish education contexts by pursuing an individualized plan for increasing their proficiency in leading and participating various segments of Jewish liturgy. The plan is made with the student's advisor, in alignment with the student's background and career goals.

### **Residency Requirement**

Students must complete all credits required for the degree at American Jewish University; however, certain course requirements may be waived based on courses previously completed. In that case, the student may be required to take approved supplementary courses.

### **Transfer Policy**

Students who apply to transfer from another graduate program can transfer up to 9 credits of equivalent coursework toward the MAEd or MAT degree, at the discretion of the dean. Students who wish to transfer credit must present relevant syllabi from courses previously undertaken to the dean, who, upon review, will determine if there is significant enough overlap to be considered as having fulfilled the requirement of the AJU course. Transfer courses are only accepted when the students earned a minimum grade of a B in the original course, according to the student's official transcript.

### **Advisor**

Each student is assigned a faculty advisor with whom he/she must confer at registration time for program approval. Students should also meet with their advisors at least once during each semester; advisors are available by appointment throughout the academic year.

## School for Jewish Education and Leadership

### Master of Arts in Teaching (MAT)

#### MAT Degree Requirements

Students are expected to be familiar with credit requirements and to keep an accurate check on their progress toward completing degree requirements. They are also responsible for ensuring that they have completed all degree requirements in the course of their studies.

#### MAT Course Requirements

The following courses are required for completion of the MAT degree, for a total of 41 credits.

Students who wish to take additional courses as electives may do so with the dean's permission.

Course Code	Course Title	Units
EDJ-580a	Special Topics in Teaching Judaics	3.00
EDJ-580b	Special Topics in Teaching Judaics	3.00
EDJ-599	Readings in Judaic Studies	3.00
EDU 510	Sociology of Education	2.00
EDU 515	Educational Psychology: Human Development	3.00
EDU 530	Educator's Toolkit I	3.00
EDU 534	Educator's Toolkit III: Curriculum Design	3.00
EDU 536	Advanced Seminar in Teaching and Learning	3.00
EDU 546	Reflective Practice I	1.00
EDU 547	Reflective Practice II	1.00
EDU 539	Teaching Fieldwork I	2.00
EDU 541	Teaching Fieldwork II	2.00
EDU 543	Teaching Fieldwork III	2.00
EDU 545	Teaching Fieldwork IV	2.00
EDU 550	Educational Leadership I	3.00
EDU 551	Educational Leadership II	3.00
EDU 586	Capstone	2.00

#### Additional Requirements:

##### Hebrew

MAT students are expected to graduate with Hebrew proficiency that matches their teaching aspirations, at a minimum, the intermediate novice level. Students with novice Hebrew ability will work with their advisor on an independent plan to study Hebrew, and may complete the requirement by examination.

##### Fieldwork

Students work in approved fieldwork sites where they teach at least 10 hours a week. Normally MAT fieldwork takes place in a Jewish day school. Students receive two credits per semester for the fieldwork, which includes a teaching journal requirement as well as regular meetings with a professional mentor. Includes EDU 539, EDU 541, EDU 543, and EDU 545. Each course is two credits.

**Residency Requirement**

Students must complete all credits required for the degree at American Jewish University; however, certain course requirements may be waived based on courses previously completed. In that case, the student may be required to take approved supplementary courses.

**Transfer Policy**

Students who apply to transfer from another graduate program can transfer up to 9 credits of equivalent coursework toward the MAEd or MAT degree, at the discretion of the dean. Students who wish to transfer credit must present relevant syllabi from courses previously undertaken to the dean, who, upon review, will determine if there is significant enough overlap to be considered as having fulfilled the requirement of the AJU course. Transfer courses are only accepted when the students earned a minimum grade of a B in the original course, according to the student's official transcript.

**Advisor**

Each student is assigned a faculty advisor with whom he/she must confer at registration time for program approval. Students should also meet with their advisors at least once during each semester; advisors are available by appointment throughout the academic year.



## School for Jewish Education and Leadership

### Master of Arts in Education in Early Childhood Education (MAEd in ECE)

#### MAEd in ECE Degree Requirements

Students are expected to be familiar with credit requirements and to keep an accurate check on their progress toward completing degree requirements. They are also responsible for ensuring that they have completed all degree requirements in the course of their studies.

#### MAEd in ECE Course Requirements

The following courses are required for completion of the MAEd in ECE degree, for a total of 38.0 semester units. Students who wish to take additional courses as electives may do so with the Dean's permission.

Course Code	Course Title	Units
EDU 600	Chacham Ma Hoo Omer? (The Wise, one, What Does He Say?) Theories of Child Development	3.00
EDU 610	B'Tzalmo (In His Image): Addressing Special Needs in the Jewish ECE Program	3.00
EDU 620	V'shinantem Levanecha (And You Shall Teach Your Children): Creating Curriculum in a Jewish Early Childhood Program	3.00
EDU 630	Kol Yom b'Yomo (Each and Every Day): The Jewish Calendar in the Early Childhood Education Setting	3.00
EDU 650	Hevey Rhatz Le'Mitzvah (Run to Do a Commandment): Children under Transitory Stress- Dynamics of a Family Under Stress	3.00
EDU 660	Ayzehu Chacham? (Who is Wise?): Research Methods	3.00
EDU 670	Im Lo Achshav? (If not Now?): Professional Development, Adult Supervision and Leadership	3.00
EDU 680	Kneh L'Chah Chaver (Acquire for yourself a friend): Observation, Assessment and Relationships with Parents	3.00
EDU 685	Equity, Diversity, and Social Policy in Early Childhood Education	3.00
EDU 601	V'al Ha'avodah (About the Work): Supervised Fieldwork 1	2.00
EDU 611	V'al Ha'avodah (About the Work): Supervised Fieldwork 2	2.00
EDU 621	V'al Ha'avodah (About the Work): Supervised Fieldwork 3	2.00
EDU 631	V'al Ha'avodah (About the Work): Supervised Fieldwork 4	2.00
EDU 690	Siyyum (conclusion): Capstone Project	3.00

## School for Jewish Education and Leadership

### *Non-Degree Certificates*

The following three certificates are for those students who would like to take more than a course or two and will be able to get the acknowledgement for their ongoing training. The first certificate, our basic, includes the four courses necessary for the state of California to become a lead teacher in an early childhood center. The second cluster of courses is around working with children with special needs in early childhood education (ECE). Finally, the third certificate focuses on pedagogy and curriculum. The second two certificates allow students to specialize in an area of early childhood education.

#### **ECE Extension: Basic Certificate in Early Childhood Education**

- ∄ EDU 301 Child Growth & Development 4 credits
- ∄ EDU 307 Introduction to working with young children: Curriculum, Play, and Pedagogy 4 credits
- ∄ EDU 313 Partnering with Families and Community 4 credits
- ∄ One of the following (4 credits each):
  - ∄ EDU 309 STEM Education and Experiences
  - ∄ EDU 316 Music, Movement, and Drama in ECE
  - ∄ EDU 311 Creative Experiences for Young Children

#### **ECE Extension: Advanced Certificate in Special Needs in Early Childhood Education**

- ∄ EDU 304 Collaboration and Adaptation for Special Needs in ECE 4 credits
- ∄ EDU 305 Field Experience with Special Needs in ECE 2 credits
- ∄ EDU 315 Child Guidance and Positive Discipline 4 credits

#### **ECE Extension: Advanced Certificate in Early Childhood Pedagogy and Curriculum**

- ∄ EDU 314 The Indoor and Outdoor Environments: A Classroom View 4 credits
- ∄ EDU 306 Language and Literacy: development and experiences for young children 4 credits
- ∄ Choose 2 of the following (each 4 credits):
  - ∄ EDU 309 STEM Education and Experiences
  - ∄ EDU 316 Music, Movement, and Drama in ECE
  - ∄ EDU 311 Creative Experiences for Young Children

## School for Jewish Education and Leadership

### *Certificate in Jewish Education*

The masters-level Certificate in Jewish Education is intended for those educators who work directly with learners in a variety of settings. The foundational courses: EDU 530, EDU 532 and EDU 534 provide understanding in the mechanics and theory of education. Students will gain skills in different methods of pedagogy, differentiated instruction for all learners, and designing curriculum in addition to much more.

In addition to the three aforementioned courses, students will choose two of the following courses: EDU 567 (ZSRS students only), EDU 510, RAB 575 (ZSRS students only), EDU 515, EDU 550, EDU 551, EDJ 570, EDJ 572, EDJ 576, or EDJ 578. Students will work with the Deans of the Graduate Center for Jewish Education to find the courses that best fit their needs.

Students not concurrently enrolled in the Ziegler School of Rabbinic Studies are required to take at least one course focused specifically on Jewish topics (EDU 510, EDJ 570, EDJ 572, EDJ 576, or EDJ 578). Students who are enrolled in the Ziegler School will consult with the Deans of both the Graduate Center for Jewish Education and the Ziegler School to select appropriate courses.

- EDU 530 Toolkit I
- EDU 532 Toolkit II
- EDU 534 Toolkit III
- Two more from the list above for a total of 5 courses, 15 credits.

Please see course descriptions below.

# School for Jewish Education and Leadership

## *Course Descriptions*

### **UNDERGRADUATE LEVEL COURSES (BAECE & ECE EXTENSION)**

#### *EDU 300 INFANT TODDLER DEVELOPMENT AND LEARNING*

LECTURE 4 CREDITS This course reviews major theories of development and connects them to observed behaviors of infants and toddlers in the physical, social, emotional, cognitive and language domains. The course emphasizes knowledge and application of various techniques for observing and recording the behavior of young children in Jewish early childhood settings. Exploration of both formal and informal ways of presenting information to parents is also covered.

#### *EDU 301 CHILD GROWTH & DEVELOPMENT*

LECTURE 4 CREDITS Understand how children develop physically, cognitively, socially, emotionally, and culturally within a Jewish community; understand how children acquire language and creative expression; understand the links between development and learning; understand the roles and responsibilities of parents, educators, and caregivers; understand the environmental, biological, social and cultural influences on growth and development. Special attention will be given to development within a Jewish community and how religion, culture, second language and Torah guides our understanding of such.

#### *EDU 302 FIELD EXPERIENCE WITH INFANTS AND TODDLERS*

FIELDWORK 2 CREDITS The study of social and emotional development in early childhood through adolescence including concepts of risk, resilience, influence of family, peers, religion, socio-economic levels, etc. Discussion of interventions and remediations will be included.

#### *EDU 303 INTRODUCTION TO THE ADMINISTRATION OF EARLY CHILDHOOD PROGRAMS*

LECTURE 4 CREDITS This class covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies and techniques needed to organize, open, and operate an early care and education program.

#### *EDU 304 COLLABORATION AND ADAPTATIONS FOR SPECIAL NEEDS IN ECE*

LECTURE 4 CREDITS This course introduces students to various categories of disabilities, legal and historical foundations for special education services, as well as opportunities to identify, evaluate/assess and implement strategies for modifications or adaptations for exceptional children within a community of collaboration and inclusion. Focus will also be made on Jewish law and customs regarding inclusion of children and families in Jewish ritual and synagogue activities.

### *EDU 305 FIELD EXPERIENCE WITH SPECIAL NEEDS IN ECE*

FIELDWORK 2 CREDITS This field experience will provide students with an opportunity to participate in an IEP and to discover what the process is for identification, diagnosis and treatment for a child with a special need. Students will help to plan, implement and evaluate strategies for modifications for a child as well as to assist in determining other activities and events that may require modifications. An emphasis will be placed on ensuring family inclusion.

### *EDU 306 LANGUAGE AND LITERACY DEVELOPMENT IN ECE*

LECTURE 4 CREDITS This course will provide a critical examination of how to help children develop pre-reading and pre-writing skills, read and write, particularly in ELL contexts. During this course, students will have opportunities to examine a variety of issues related to teaching literacy to young children, including oral/written language development, emergent literacy/biliteracy, reading fluency, reading comprehension, phonics and vocabulary development, early writing acquisition, differentiation of instruction, children's literature, assessment in early literacy, effective reading/writing strategies, parental involvement, and reading-writing connections. Course will cover both English and Hebrew language acquisition. Also, different theories and philosophies regarding children's language/literacy development will be addressed. Developmentally appropriate practices will be also integrated throughout the course.

### *EDU 307 INTRODUCTION TO WORKING WITH YOUNG CHILDREN: CURRICULUM, PLAY, AND PEDAGOGY*

LECTURE 4 CREDITS This course will address the importance of play in the growth and development of young children ages 0 to 5. In addition, an overview of play theories as they apply to the total development of young children ages 0 to 5 will be discussed. Special attention is given to organized play experiences through arranging and scheduling developmentally appropriate learning opportunities through play for young children in private and public care settings.

### *EDU 308 COGNITIVE DEVELOPMENT*

LECTURE 4 CREDITS The goal of this course is to provide an understanding of how children's thinking develops from infancy on. We will discuss the content of children's knowledge across a variety of domains and evaluate the major theories and explanations for intellectual growth. We will review and evaluate both classic findings and state-of-the-art research on cognitive development.

### *EDU 309 STEM EDUCATION AND EXPERIENCES IN ECE*

LECTURE 4 CREDITS This course is designed for early childhood educators and specialists. Through special topics, the course explores the development of math, engineering, physics, and science curiosity in young children. Emphasis is placed on STEM and STEAM in the early childhood classroom.

*EDU 310 FIELD EXPERIENCE: PLANNING, IMPLEMENTING AND EVALUATING LESSON PLANS FOR YOUNG CHILDREN*

FIELDWORK 2 CREDITS The study of social and emotional development in early childhood through adolescence including concepts of risk, resilience, influence of family, peers, religion, socio-economic levels, etc. Discussion of interventions and remediations will be included.

*EDU 311 CREATIVE EXPERIENCES FOR YOUNG CHILDREN*

LECTURE 4 CREDITS An exploration of principles, methods, and materials for teaching children music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking. Creative activities will be planned and presented for all activity areas, including art, movement, music, language, science, mathematics and social studies, in addition to holiday and seasonal activities for young children. Emphasis is placed on appropriate use of all resources, including time, materials and facilities, as they apply to creative thinking.

*EDU 312 FIELD EXPERIENCE: PLANNING LITERACY BASED ACTIVITIES FOR YOUNG CHILDREN*

FIELDWORK 2 CREDITS This field work experience focuses on language and literacy with special attention given to creating a print rich environment, creating lessons for speaking, listening, writing and reading in early childhood education. Students will work with children individually, in small groups and with full class to ensure that all children are developing mastery of print and other forms of language and literacy.

*EDU 313 PARTNERING WITH FAMILIES AND THE COMMUNITY*

LECTURE 4 CREDITS This course is designed to provide students with the knowledge and skills needed to work successfully with families, caregivers, community members and more both within a school setting as well as outside of the school walls. The focus will be on strengthening adult-child relationships and parent staff relationships in home, school, and community settings. An awareness of strategies in developing positive and supportive relationships with families of young children with special needs, including the legal and philosophical basis for family participation; family-centered services; and strategies for working with socially, culturally, and linguistically diverse families will be included. Family involvement in early childhood programs and parent education will be stressed.

*EDU 314 THE INDOOR AND OUTDOOR ENVIRONMENTS: A CLASSROOM VIEW*

LECTURE 4 CREDITS This course will offer a broad perspective and exploration of early childhood environments, emphasizing the relationships between the children's learning, adult engagement, and the environment. Students will expand their current views and ideas about children's education by investigating and discussing the images of children in relation to our indoor/outdoor spaces; encountering when and how the environment acts as a teacher; building a curriculum in harmony with the surroundings; creating a sense of belonging; and discovering how to pay close attention to details in the environment in order to transform the way we live, think, interact, and learn together.

### *EDU 315 CHILD GUIDANCE AND POSITIVE DISCIPLINE*

LECTURE 4 CREDITS This course is designed to provide the student with an understanding of young children's behavior. The course will provide to the student underlying causes of problem behavior, foundations for developmentally appropriate child guidance, different caregiving styles, specific positive discipline strategies and ways to manage the physical environment effectively. Students will gain various suggestions/tips on managing specific types of behavior. Students will have opportunities to solve specific problems relating to theory as compared to real-life situations.

### *EDU 317 FIELD EXPERIENCE: LEADING CLASSROOM EXPERIENCES*

FIELDWORK 2 CREDITS This field work experience focuses on the final step a student teacher requires to manage and lead a classroom by themselves. With the guidance of a mentor teacher, student teachers will assume the lead role in planning, implementing and evaluating classroom design and activities for a minimum of one full week of their field work experiences.

### *EDU 318 FIELD EXPERIENCE: LEADING PARENT EDUCATION*

FIELDWORK 2 CREDITS This field work experience is designed to allow student teachers and student administrators to identify a need and then provide a parenting education activity that will help parents and caregivers of young children learn and develop skills to guide children's growth and behavior more effectively.

## **GRADUATE LEVEL COURSES: MAT, MAED, AND CERTIFICATE IN JEWISH EDUCATION**

### *EDU 510 SOCIOLOGY OF EDUCATION*

LECTURE MAEd 3 CREDITS; MAT 2 CREDITS "Community" is the theme of our study together. We will begin by experiencing educational strategies designed to create a sense of community in the classroom - the smallest, and one of the most important, communities that make up the broader phenomenon of "community." We will look at the development of the American Jewish community in the twentieth century and how the institutions of Jewish education we know today evolved. We will learn about successful afternoon religious schools, day schools and family education and explore the growing field of experiential education, focusing on summer camps and Israel trips.

### *EDU 515 EDUCATIONAL PSYCHOLOGY*

LECTURE 3 CREDITS This course is an introduction to the field of Human Development focusing on major issues, theories and developmental benchmarks that impact learners from birth through adolescence and adulthood. Attention will be directed to the physical, cognitive, social/emotional and moral/spiritual development of students. There will be opportunities to examine how to incorporate insights and knowledge of human development when planning and working with individual learners and groups of Jewish learners including those at different ages and developmental stages. In addition, students will be asked to reflect about their own experiences and how those experiences may impact their interactions and values as Jewish educators.

*EDU 520 PHILOSOPHY OF EDUCATION MAED ONLY*

LECTURE 3 CREDITS How can Jewish education lead to a thriving Jewish life? In this course, students encounter a variety of visions of the possible in Jewish and general education, through text, multimedia and a site visit to a renowned vision-driven school. Utilizing the philosophical rationales for divergent approaches to teaching and learning as well as the broader purposes of Jewish education, students learn the language and tools to develop and advocate for their own vision for Jewish education.

*EDU 530 THE EDUCATOR'S TOOLKIT I: SKILLS FOR SUCCESS*

LECTURE 3 CREDITS The first in a sequence of courses on the fundamentals of teaching and learning, this class introduces the essential skills and conceptual thinking used by educators today. Students will emerge with a toolbox of skills which they can flexibly adapt to a variety of educational contexts, as well as a solid foundation of concepts which will inform the rest of their coursework and their practice as educators. Topics explored include lesson planning, classroom community and behavior management, differentiated instruction, and assessment.

*EDU 532 THE EDUCATOR'S TOOLKIT II: TEACHING FOR ALL LEARNERS MAED ONLY*

LECTURE 3 CREDITS In this course we explore specific strategies for teaching and consider the impact of teacher and student beliefs and knowledge on teaching and learning. Students are introduced to and experiment with a variety of classical and contemporary teaching models.

*EDU 534 THE EDUCATOR'S TOOLKIT II: CURRICULUM DESIGN*

LECTURE 3 CREDITS What should we teach and why - This course provides a variety of frameworks for making some of the most important educational decisions. Bridging theory and practice, the course builds expertise in Understanding by Design, models of curriculum integration, project-based learning, the role of curriculum in experiential education, and curriculum applications to a variety of educational settings. Taken in conjunction with Teaching and Learning II, the course gives students an opportunity to design a curriculum unit in an area of their interest and for a setting of their choosing.

*EDU 536 ADVANCED SEMINAR IN TEACHING AND LEARNING MAT ONLY*

LECTURE 3 CREDITS A culminating course in the MAT program in which students create an original curriculum project under the guidance of an AJU scholar, utilizing the research, readings, and instructional toolkit they have accumulated in the program. The course functions as a laboratory where students can test new ways of teaching, project ideas and curricular approaches specifically geared to the development of content expertise, which they can bring back to their professional teaching settings.

*EDU 538, EDU 540, EDU 542, EDU 544 TEACHING FIELDWORK I-V MAED ONLY*

1 CREDIT Full-time MAED students complete two years of teaching fieldwork and one year of administrative fieldwork. Fieldwork serves a laboratory for students to experiment with and practice the skills and models encountered in their coursework. Actual number of hours will vary for working professionals pursuing the degree. Students may choose from a wide array of fieldwork opportunities, in consultation with the fieldwork coordinator.



*EDU 539, EDU 541, EDU 543, EDU 545 TEACHING FIELDWORK I-IV MAT ONLY*

2 CREDITS Full-time MAT students complete two years of teaching fieldwork and one year of administrative fieldwork. Fieldwork serves a laboratory for students to experiment with and practice the skills and models encountered in their coursework. Actual number of hours will vary for working professionals pursuing the degree. Students may choose from a wide array of fieldwork opportunities, in consultation with the fieldwork coordinator.

*EDU 552, EDU 553 ADMINISTRATIVE FIELDWORK MAED ONLY*

1 CREDIT Full-time MAED students complete two years of teaching fieldwork and one year of administrative fieldwork. Fieldwork serves a laboratory for students to experiment with and practice the skills and models encountered in their coursework. Actual number of hours will vary for working professionals pursuing the degree. Students may choose from a wide array of fieldwork opportunities, in consultation with the fieldwork coordinator.

*EDU 546 REFLECTIVE PRACTICE I*

LECTURE 1 CREDIT The first in a series of classes that engage students in reflecting on their developing practice as educators, this course gives an introduction to individual and collaborative reflective practices. Students will learn to get the most out of mentoring relationships, practice techniques for observing teaching and learning and develop shared language for discussing those experiences.

*EDU 547 REFLECTIVE PRACTICE II*

LECTURE 1 CREDIT Students form a professional learning community and engage in structured, professional conversations about their teaching practice. We participate in a variety of "protocols" designed to spur reflection on teaching through careful focus on student work, enduring dilemmas, and samples of teacher-generated materials. Students continue to articulate their ongoing goals for development as an educator.

*EDU 548 REFLECTIVE PRACTICE III MAED ONLY*

LECTURE 1 UNIT EACH Building on the reflective tools of Reflective Practice I and II, in the second year of the program MAEd students learn and utilize the skills of practitioner inquiry to study and learn from their own professional practice. Students also develop their own pedagogic creed and create a teaching portfolio to demonstrate their own best practices in education.

*EDU 549 REFLECTIVE PRACTICE IV MAED ONLY*

LECTURE 1 UNIT EACH Building on the reflective tools of Reflective Practice I and II, in the second year of the program MAEd students learn and utilize the skills of practitioner inquiry to study and learn from their own professional practice. Students also develop their own pedagogic creed and create a teaching portfolio to demonstrate their own best practices in education.

*EDU 550 EDUCATIONAL LEADERSHIP I*

LECTURE 3 CREDITS EACH This sequence examines leadership and organizational theories as they apply to the leadership roles that teachers typically assume. Students study topics in philosophy of education to explore the importance of vision in educational institutions as well as the practical realm of implementation.

### *EDU 551 EDUCATIONAL LEADERSHIP II*

LECTURE 3 CREDITS EACH This sequence examines leadership and organizational theories as they apply to the leadership roles that teachers typically assume. Students study topics in philosophy of education to explore the importance of vision in educational institutions as well as the practical realm of implementation.

### *EDU 554 EDUCATIONAL ADMINISTRATION I MAED ONLY*

LECTURE 3 CREDITS This course, first in a year-long sequence explores key leadership and organizational theories as they relate to Jewish educational institutions. Students consider practical applications vis-à-vis topics including faculty management and evaluation, lay-professional relations, vision and mission statements, budgeting and other important topics for leaders of Jewish institutions. This course trains students in the tools to implement the visions they develop in Philosophy of Education.

### *EDU 564 EDUCATIONAL ADMINISTRATION II MAED ONLY*

LECTURE 3 CREDITS The second semester of the administration sequence covers job-search related issues, student management, parent relationships, marketing, fundraising, special programming and other important topics for leaders of Jewish institutions. Students continue to apply and learn from Bolman and Deal's four "frameworks" and delve even more deeply into the remaining "key constituencies" of an educational administrator.

### *EDU 565 PRACTICUM IN EXPERIENTIAL EDUCATION*

LECTURE 3 CREDITS Among the many ways to learn, "experience" is by far the most powerful. "Jewish experiential education" can be the framework for the transformation of Jewish education in North America, particularly in the supplemental schools and so-called "informal" settings of summer camp, youth group and trips to Israel. We will ask "What is an experience?" "What are the principle components of an 'effective,' 'memorable' experience?" "What is the cognitive and affective 'content' of an experience?" "What can educators learn about "experiential learning" from the analysis of "experiences" we have in our everyday lives, such as shopping, synagogue or church attendance, even a Dodgers game?" How are these "experiences" organized, presented, marketed and analyzed for effectiveness? How do we talk about our personal experiences through the medium of storytelling?

### *EDU 566 MAED CAPSTONE*

3 CREDITS MAEd students produce a capstone project which demonstrates their deepening expertise in a particular area of education and makes an original contribution to theory and practice in Jewish education. The project may take numerous forms, including but not limited to a new program idea, a curriculum, a manual for professional practice, an academic thesis, or an original analysis or evaluation of existing educational practices. Many capstone projects become the basis for a publishable, usable tool in the field.

### *EDU 586 MAT CAPSTONE*

2 CREDITS MAT students produce a capstone project which demonstrates their deepening expertise in a particular area of education and makes an original contribution to theory and practice in Jewish education. The project may take numerous forms, including but not limited to a new program idea, a curriculum, a manual for professional practice, an academic thesis, or an original analysis or evaluation

of existing educational practices. Many capstone projects become the basis for a publishable, usable tool in the field.

#### *EDU 590 THE ART OF TEACHING*

LECTURE 3 CREDITS In this "Pedagogy Test Kitchen," guest teaching artists experiment with groundbreaking approaches to teaching through the arts. Students experience a variety of Judaic content through storytelling, movement, visual arts, creative writing, animation and more to explore what kinds of teaching and learning opportunities are possible when one utilizes the arts as pedagogical tools.

#### *EDU 582 MENTOR TEACHER TRAINING*

LECTURE 3 CREDITS This course gives experienced classroom teachers the tools they need to share their expertise with other teachers through the process of mentoring. Students will learn the theoretical and practical principles that provide structure to the arc of the mentoring experience. Topics to be addressed include creating and fostering mentor-mentee relationships, becoming a change-agent in your school, the art of inquiry and listening, SMART plans, assessment of success, having difficult conversations, and more.

#### *EDU 584 JEWISH EXPERIENTIAL NATURE EDUCATOR'S (JENE)*

3 CREDITS This course teaches Jewish educators how to facilitate experiential learning through natural resources in outdoor settings. Students will learn outdoor living and survival skills interwoven with Jewish values as texts. Lessons are designed to illuminate how experiential education can be employed to effectively convey critical ideas and concepts, such as Jewish values, personal development, community, and content. Each class will include Jewish text study and discussions on issues such as baal tashchit (not wasting), Shmirat ha'adamah (guarding the Earth), connecting God to nature, hitbodidut (being alone with God), blessings in nature, and celebrating Jewish rituals and holidays in nature. We will connect each of the Jewish concepts with the outdoor skills that we are learning with a focus on how to teach them to others.

#### *EDJ 570 TEACHING JEWISH HOLIDAYS AND LIFE CYCLE*

LECTURE 3 CREDITS Holidays and life cycle are perhaps the most-repeated content in Jewish education. This course provides a forum for educators to explore and develop new ways of teaching the holidays through artistic and creative interpretation and expression.

#### *EDJ 572 TEACHING GOD AND PRAYER*

LECTURE 3 CREDITS Who is God, where is God, how do Jews talk to God, and what if there is no God? This course prepares educators to think about leading conversations and responding to typical questions about the Divine in the lives of contemporary Jews of all kinds; provides an overview and deep dive into the meaning and structure of Jewish prayer; and explores how to communicate and connect to ideas about God when learners are faithful, wondering, doubting or skeptical.

#### *EDJ 574A TEACHING JEWISH HISTORY*

LECTURE 3 CREDITS The first module of the course prepares educators to teach about Jewish historical consciousness by delving into the key themes, patterns and events that have shaped the Jewish experience historically, focusing on the modern period. Students will examine what it means for Jews to

"think historically," integrating the study of Jewish history with exploring how to use historical texts and content in teaching.

### *EDJ 574B TEACHING ISRAEL*

The second module of the course is a journey through assumptions and ideologies about Israel. Informed by the latest research on Israel education (including that being conducted at AJU), the course is sensitive to and enriched by the pluralism of AJU's student community. Through readings and carefully facilitated discussion, this course helps educators identify "the elephant in the room" and gain a vocabulary for engendering a nuanced understanding of Israel through multiple voices, multiple disciplines and multiple lenses.

### *EDJ 576 TEACHING THE BIBLE: CHUMASH*

LECTURE 3 CREDITS Students are introduced to a range of orientations to teaching the Bible. Most of the course is devoted to in-depth immersion in Biblical texts and commentaries, with an eye toward how to unlock the meanings and various interpretations of the text.

### *EDJ 578 TEACHING WITH RABBINIC TEXTS*

LECTURE 3 CREDITS Rabbinic texts are the source material for many of the lessons and values Jewish educators aim to share. This course explores key Talmudic texts and midrashim which Jewish educators can use to unpack and explain Jewish values and their unique Jewish sources, such as resolving conflict, giving Tzedakah, and moral dilemmas. The course also explores key modes of interpretation through Midrash.

### *EDJ 579 TECHNOLOGY & INNOVATION IN TEACHING JUDAIC STUDIES*

This course is designed to give educators the knowledge and skills to use technology as a tool effectively aligned with the teaching of Judaic studies. Students will learn about various technologies-those that can be used as tools for the learning itself and those that can be used for students to demonstrate their learning. Building upon the toolkit classes, this course weaves Jewish content with pedagogies of technology, innovation, and those that rely on high student engagement. Each class session will include the study of Jewish text, an examination of a topic within educational technology, and discussion on how best to adapt the technology to the text. Jewish texts will be chosen for their applicability to the Jewish classroom and will cover a selection of Jewish holidays, Jewish ethics, and texts that speak directly to creativity and innovation. Pedagogic topics to be covered include creativity, accessibility, maker education, gamification, and flipped learning.

### *EDJ 580A SPECIAL TOPICS IN TEACHING JUDAICS (MAT ONLY) - FALL SEMESTER*

LECTURE 3 CREDITS This course is dedicated to the investigation and analysis of prevalent orientations to the teaching of various Judaic content areas in Jewish schools. These content areas include Bible, Rabbinic Texts, and Jewish history. Everyone will gain exposure to the breadth of topics to gain an understanding of the structure of each discipline, multiple methods of conveying the content to children, and the function of the subject in the life of a contemporary Jew and in building a foundation for lifelong Jewish learning. Deeper emphasis on certain topics over others will be determined based on the makeup of the cohort. Students will be introduced to various models of teaching, including the classic chavruta, direct instruction, discussion leading and lecture, as well as creative methodologies

utilizing the arts, projects, integration, etc. The course will be facilitated by a member of the education faculty with expertise in day school curriculum and teaching, and will feature guest lecturers with subject area expertise to give mini-modules on their content areas. Each student will produce a multidisciplinary project (such as a curriculum map, integration plan or scope and sequence) to demonstrate understanding of a variety of disciplines, with a feature of that project on their own area of study (such as a teaching module).

#### ***EDJ 580B SPECIAL TOPICS IN TEACHING JUDAICS (MAT ONLY) - SPRING SEMESTER***

LECTURE 3 CREDITS This course is dedicated to the investigation and analysis of prevalent orientations to the teaching of various Judaic content areas in Jewish schools. These content areas include holidays, theology, prayer, and Israel. Everyone will gain exposure to the breadth of topics to gain an understanding of the structure of each discipline, multiple methods of conveying the content to children, and the function of the subject in the life of a contemporary Jew and in building a foundation for lifelong Jewish learning. Deeper emphasis on certain topics over others will be determined based on the makeup of the cohort. Students will be introduced to various models of teaching, including the classic chavruta, direct instruction, discussion leading and lecture, as well as creative methodologies utilizing the arts, projects, integration, etc.

The course will be facilitated by a member of the education faculty with expertise in day school curriculum and teaching and will feature guest lecturers with subject area expertise to give mini-modules on their content areas. Each student will produce a multidisciplinary project (such as a curriculum map, integration plan or scope and sequence) to demonstrate understanding of a variety of disciplines, with a feature of that project on their own area of study (such as a teaching module).

#### ***EDJ 599 READINGS IN JUDAIC STUDIES (MAT ONLY)***

LECTURE 3 CREDITS The readings course is an opportunity for each MAT student to delve independently or in small groups into a content area that is relevant to his or her teaching. Students will develop a reading list in consult with an appointed faculty advisor with expertise in her or her chosen discipline. Much of the reading should be conducted over the summer, with the culminating assessments due in the Fall of year 2.

#### **GRADUATE LEVEL COURSES: MAED IN ECE**

##### ***EDU 600 Chacham Ma Hoo Omer? (The Wise, one, What Does He Say?) Theories of Child Development***

LECTURE 3 CREDITS Familiarizes students with the foundational theories of human development, current research directions in developmental psychology, major developmental perspectives and research approaches in developmental psychology and issues surrounding diversity, emphasizing an ecosystemic model of thinking about and understanding children and their development. In addition to the previous topics, the following areas will be discussed: the history of childhood; developmental theories and appropriate practices in education; play as a medium for learning and development; and the field of discipline particularly as it relates to development, behaviors and considering temperament in children.

*EDU 601, EDU 611, EDU 621, EDU 631 V'al Ha'avodah (About the Work): Supervised Fieldwork 1-4*  
2 CREDITS Fieldwork serves a laboratory for students to experiment with and practice the skills and models encountered in their coursework. Actual number of hours will vary for working professionals pursuing the degree. Students may choose from a wide array of fieldwork opportunities, in consultation with the fieldwork coordinator.

*EDU 610 B'Tzalmo (In His Image): Addressing Special Needs in the Jewish ECE Program*

LECTURE 3 CREDITS This course focuses on how to address, include and support families and children with special education needs. Emphasis will be placed on both ends of the special education spectrum from children with disabilities to those on the gifted end. Best teaching practices will be investigated, observed and applied. Finally, this course will examine legal trends related to Individuals with Disabilities Education Act (IDEA) and Individualized Educational Plans (IEP), Individualized Family Service Plans (IFSP), regional centers and public schools' role in identification and assistance for special needs, the Free and Appropriate Education requirement (FAPE), the Least Restrictive Environment (LRE) requirements and more.

*EDU 620 V'shinantem Levanecha (And You Shall Teach Your Children): Creating Curriculum in a Jewish Early Childhood Development Program*

LECTURE 3 CREDITS Study of the philosophies, history, and development of early childhood programs. Review how existing program types meet the needs of the preschool child and teacher, as well as the criteria of a quality learning environment. Emphasizes relationships between teacher and child. Includes field observations.

*EDU 630 Kol Yom b'Yomo (Each and Every Day): The Jewish Calendar in the Early Childhood Education Setting*

LECTURE 3 CREDITS Jewish early childhood programs are often led by the Jewish calendar, holidays, celebrations and customs. This course will cover the entire Jewish year as well as celebrations, customs and traditions to help guide students to move beyond ordinary rote planning and into high quality intentional use of the Jewish calendar for teaching and programming.

*EDU 640 Ha'lo tziviticha, chazak ve'ematz (have I not commanded you to be strong and courageous): Social Development and Resiliency*

LECTURE 3 CREDITS The study of social and emotional development in early childhood through adolescence including concepts of risk, resilience, influence of family, peers, religion, socio-economic levels, etc. Discussion of interventions and remediations will be included.

*EDU 650 Hevey Rhatz Le'Mitzvah (Run to Do a Commandment): Children under Transitory Stress-Dynamics of a Family Under Stress*

LECTURE 3 CREDITS This course will examine many of the common and more serious cause - effect relationships of stress within children, including home, school, medical and other stressors. Theoretical treatment approaches will be introduced as well as emphasis for the development of practical skills for parents and teachers.

*EDU 660 Ayzehu Chacham? (Who is Wise?): Research Methods*

LECTURE 3 CREDITS This course focuses on the fundamentals of research methods and design. Students will learn about the various research methods used in education and psychology, and understand the nuances of conducting a valid and reliable research study. Students will review several research articles, each using a different research design, to become familiar with various research methods. Students will also learn the various steps in the research process from idea formulation to design planning, data collection, data analysis, and interpretation. The class involves a class-wide research project that will provide the data for statistical analysis and the subject matter for writing a research paper. In all areas, an emphasis will be placed on research involving children and families.

*EDU 670 Im Lo Achshav? (If not Now?): Professional Development, Adult Supervision and Leadership*

LECTURE 3 CREDITS This course provides a seminar on effective leadership in Early Childhood Education. Special attention will be devoted to professional development of teachers and administration, adult supervision, mentoring adults and child advocacy. Additionally, students will examine types of leadership models and theories of management. Finally, this course will examine policy-making processes and procedures that impact children, families, communities, and schools.

*EDU 680 Kneh L'Chah Chaver (Acquire for yourself a friend): Observation, Assessment and Relationships with Parents*

LECTURE 3 CREDITS This course explores the importance of family engagement and how it leads to student success in school. Students will learn about partnering with families, using observations and assessments of children, in helping support the learning and development of the children they work with, as well as, their shared responsibility between home and school. This ability to develop positive relationships with parents and families is an integral part of becoming a proficient educator. Students will read and discuss research which links the relationship between family engagement and positive educational outcomes. Students will also learn and practice communication methods with parents and guardians, taking into consideration multiple challenging situations as well as maintaining positive relationships.

*EDU 685 Equity, Diversity, and Social Policy in Early Childhood Education*

LECTURE 3 CREDITS This course is designed to provoke questions and possible solutions to complex social problems that impact early care and education, children and families. As diversity as well as discrimination and exclusion are simultaneously present in today's society, it is imperative that we recognize the value of difference in enriching our lives and in preparing us to work effectively and ethically with families and children. In this course, we will examine the benefits and challenges of implementing an anti-bias framework in the early childhood context and its relationship to enhancing our partnerships and communication with families. Active engagement in dialogue and reflection will contribute to the evolving professional identities of students as they explore the topics of culture, family, identity, diversity, gender, and race and examine US social policies and their potential unintended consequences. We will explore how social media, news organizations, politics and socio-economic factors affect families, young children, and early childhood education.

*EDU 690 Siyyum (conclusion): Capstone Project*  
2 CREDITS Capstone Project

**School for Jewish Education and Leadership Faculty:**

*DR. RACHEL LERNER*, Dean, Double B.A., Barnard College and Jewish Theological Seminary of America;  
Ed.D., Jewish Theological Seminary of America

*DR. TAMAR ANDREWS*, Director of Early Childhood Education Training Programs, B.A., California State  
University, Northridge; Ed.D, California State University, Los Angeles

*SHARON BACHARACH, L.C.S.W.*, Associate Director of Early Childhood Education Programs, B.A.,  
California State University, Northridge; M.S.W., New York University

*RABBI PATRICIA FENTON*, B.S., University of California, Berkeley; M.A., Jewish Theological Seminary of  
America

*DR. BRUCE POWELL*, B.A., University of California, Los Angeles; M.A., California State University,  
Northridge; Ph.D., University of Southern California

*JANET STERNFELD-DAVIS*, B.A., Rutgers University; M.A., American Jewish University

*DR. RON WOLFSON*, B.A., M.A, Ph.D., Washington University; M.A., University of Judaism



## School of Enterprise Management & Social Impact

### Master of Business Administration (MBA)

The Master of Business Administration (MBA) curriculum is designed to provide graduate-level education in a cross-functional, interdisciplinary fashion to prepare business leaders with skills across key areas of accounting, finance, marketing, human resources, operations, technology, management, and values-based ethical leadership. In keeping with the mission of the American Jewish University and the School of Enterprise Management and Social Impact (SEMSI), students in the MBA will explore key business disciplines through the lens of stakeholders rather than stockholders by working as ethical change-agents of all backgrounds who desire to lead purpose-driven ventures.

### MBA Programmatic Outcomes

Upon successful completion of the MBA program, students will demonstrate:

#### *Knowledge*

- **PO 1: Interdisciplinary Approach:** Synthesize the perspectives and methods of business-related fields of study finance, marketing, organizational behavior, operations, and accounting and assess the resulting advantages and challenges.
- **PO 2: Theoretical Framework:** Assess and utilize the primary models and theories used to identify and respond to problems within a business environment.

#### *Ability*

- **PO 3: Problem Solving:** Apply appropriate analytical frameworks and critical-thinking skills to solve problems affecting an organization.
- **PO 4: Research Application:** Utilize qualitative and quantitative research methods in solving business managerial problems.
- **PO 5: Data Analysis:** Analyze data and make data-driven decisions.
- **PO 6: Global Business:** Evaluate the changing conditions in the global business environment.
- **PO 7: Communication:** Communicate cogently in oral and written formats in a variety of professional contexts to a variety of audiences.
- **PO 8: Technology:** Apply appropriate technological and research tools to solve problems in a business environment.
- **PO 9: Collaboration:** Demonstrate the ability to work collaboratively to complete projects.

#### *Values*

- **PO 10: Business Ethics:** Propose solutions to ethical dilemmas and concerns affecting the modern business environment based on an analytic/application of historical religious values in modern times.

### MBA Course Requirements and Sequencing

The MBA consists of a total of 36.0 semester units. The MBA core program is 27.0 semester units. Each course is 3 semester units. This does not include the foundational prerequisite courses necessary for successful completion of the degree program. Students can complete the total program of 36.0 credits by selecting electives or a specific concentration (fields of study to be identified at a later date).

### ***Foundational MBA Courses (prerequisite to Admission)***

9 semester units required/3 units recommended - can be met through completion at the undergraduate level or through alternative demonstrations of knowledge such as CLEP or other short course alternatives; not counted in the program unit count.

#### **Economics for Managers (Foundation)**

- This course can be fulfilled through completion of Microeconomics and Macroeconomics courses completed at the undergraduate level; this requirement can also be met through the successful completion of the Principles of Microeconomics and Principles of Macroeconomics CLEP exams or other institutionally-approved prior learning assessment options.
- This course should be completed within the first 15 units/5 foundation courses of the program but most certainly prior to the Managerial Finance and Data Analysis and Managerial Decision Making/Statistical Analysis courses.

#### **Accounting for Managers (Foundation)**

- This course can be fulfilled through completion of Managerial Accounting and Financial Accounting courses or a hybrid course teaching both managerial and financial accounting at the undergraduate level; successful completion of the Financial Accounting CLEP exam will account for 50% of the outcomes of this course, so the student who completes the CLEP will only need to have undergraduate credit for Managerial Accounting; other institutionally-approved prior learning assessment options may also be used.
- This course should be completed within the first 15 units/5 foundation courses of the program but most certainly prior to the Managerial Finance course.

#### **Principles of Finance (Foundation)**

- This course can be fulfilled through the completion of a Principles of Finance course completed at the undergraduate level; this requirement can also be met through other institutionally-approved prior learning assessment options.

#### **Statistics (Foundation) – highlight recommended**

- This course can be fulfilled through completion of a Statistics course completed at the undergraduate level; this requirement can also be met through other institutionally-approved prior learning assessment options.

## **MBA Program Courses**

*(27.0 semester units of Core, 9.0 semester units of Concentration)*

<b>Code</b>	<b>Title</b>	<b>Units</b>
MGT 601	Leadership and Organizational Behavior	3.00
LAW 601	Business Law	3.00
MGT 600	Ethical Frameworks for Leaders	3.00
MGT 625	Human Resource Management	3.00
STAT 625	Impact Analysis: Data Analytics and Decision Making	3.00
FIN 650	Managerial Finance	3.00
MKT 650	Cause Marketing	3.00
COMM 600	Impact Communication for Social Enterprise Leaders	3.00
MBA 675	Integrative Capstone: Impactful Enterprise Leadership, Strategy, and Performance	3.00
XXX XXX	<i>MBA Program Concentration (Various)</i>	<i>9.00</i>

## **School of Enterprise Management & Social Impact Course Descriptions**

### *COMM 600 IMPACT COMMUNICATIONS FOR SOCIAL ENTERPRISE LEADERS*

LECTURE 3.0 UNITS This course focuses on developing interpersonal and relational written, verbal, visual, presentation, and on-camera non-verbal skills that help social enterprise leaders communicate more effectively with individuals, teams, enterprises, and other stakeholders by persuading, informing, legitimizing, and applying other techniques. This course also covers basic power dynamics in workplace communication, crisis communication, communicating with those of different cultures, and using digital media to achieve organizational goals.

### *FIN 650 MANAGERIAL FINANCE*

LECTURE 3.0 UNITS This course covers the basic functions of financial management within organizations. Principles and concepts of finance are addressed. Students explore tools and methods of analysis employed by financial managers to understand and make decisions related to managerial finance. Students also are introduced to concepts including impact investing, shareholder primacy vs. stakeholder capitalism, ESG, and other socially impactful metrics of how an investment is measured, including the Triple Bottom Line of “People, Planet, & Profit,” and risk return impact.

### *LAW 601 BUSINESS LAW*

LECTURE 3.0 UNITS An exploration of law and legal theory as relates to intentionally impactful business, including choices among entity types, fiduciary duties, governance structures, and basic formation alternatives. The course also introduces students to the fundamentals of contract, tort, property, and tax law, compare among morals, ethics, and laws, and refine their understanding of the American legal system as applied in the business environment, and they apply basic legal analytical frameworks, such as IRAC, to business decisions.

*MBA 675 INTEGRATIVE CAPSTONE: IMPACTFUL ENTERPRISE LEADERSHIP, STRATEGY, AND PERFORMANCE*

LECTURE 3.0 UNITS This is the capstone course for all MBA candidates. The course provides theoretical and applied exposure to the conceptual and analytical skills required by ethical leaders of socially impactful enterprises seeking to maximize value for diverse and often competing stakeholders. Emphasis is placed on the integration of knowledge from prior coursework in functional management, the application of that knowledge to organizational problems, the formulation and implementation of a strategy affecting a range of constituencies.

*MGT 600 ETHICAL FRAMEWORKS FOR LEADERS*

LECTURE 3.0 UNITS As a gateway to the MBA, students will explore best business practices based on thousands of years of Rabbinic tradition. Explorations of modern organizational challenges such as internal and external reporting, transparency, decision making within an ethical framework, and serving stakeholders rather than stockholders in this early course will provide an analytical foundation for the remainder of the MBA experience.

*MGT 601 LEADERSHIP AND ORGANIZATIONAL BEHAVIOR*

LECTURE 3.0 UNITS This course examines behavioral science theory as well as various factors that influence the culture and politics of an organization. Students learn how to analyze the culture of an organization, determine appropriate communication techniques, and apply them effectively. Understanding the culture and politics within an organization is a critical skill for leaders in today's society. By combining organizational theory with real life organizational examples, students analyze culture, politics, and psychological theories of teams and develop communication strategies that assist in improving overall performance. Students have the opportunity to analyze their own organizations and learn practical approaches for improvement.

*MGT 625 HUMAN RESOURCE MANAGEMENT*

LECTURE 3.0 UNITS An exploration of the strategic role of human resource management to support organizational effectiveness. Students use theoretical and practical frameworks to examine the major functions of human resources management, including acquisition, development, retention, and separation of human capital and talent. Topics such as employment law, diversity, equity, and inclusion, and total compensation packages are also addressed.

*MKT 650 CAUSE MARKETING*

LECTURE 3.0 UNITS This course provides an introduction to the theories and practices of marketing from an enterprise management perspective. Through the development of a comprehensive marketing plan, students apply concepts and skills related to market analysis and strategy, situation analysis, and execution of the marketing mix. Contemporary issues in cause marketing and the relationship of marketing and market research to a business's mission are also addressed.

*STAT 625 IMPACT ANALYSIS: DATA ANALYTICS AND DECISION MAKING*

LECTURE 3.0 UNITS This course provides an introduction to quantitative theories and methods as applied to business analysis and improvement for managerial decision making. Students gain a practical

understanding of strategies for collecting, analyzing, and interpreting data for use in organizational decision making across the functional areas of the business.

### ***Concentration (9.0 semester units)***

Starting with the current coursework available in nonprofit management, students may choose a set of electives to meet their career interests or specialize in a specific business field to-be-developed concentrations.

### ***Nonprofit Management Concentration***

#### *NPFT 610 NONPROFIT FUNDRAISING*

LECTURE 3.0 UNITS

#### *NPFT 650 ACCOUNTING, FINANCE, & BUDGETING FOR NONPROFIT LEADERS*

LECTURE 3.0 UNITS This course focuses on interpreting and using accounting and financial information to make and support business decisions for non-profit enterprises. Through foundational study managerial finance and accounting concepts relevant to non-profit enterprises, including generally-accepted accounting principles, financial statements, time value of money, and budget preparation. While Students prepare to use accounting information in a managerial capacity for the planning and control of functional areas within an organization in a manner that prepares students to interpret and act upon accounting information rather than prepare it, students are expected to leave the course able to understand business-planning basics, such as how to forecast and manage cash flow in a manner that empower them to prepare legitimate budgets for non-profit organizations.

#### *NPFT 675 NONPROFIT GOVERNANCE*

LECTURE 3.0 UNITS This course is an overview of fundraising for a non-profit organization, with a goal of providing basic understanding of the fundraising techniques used by—and the environments within—professional fundraisers operate, working with volunteers and understanding and building relationships with donors. The course also provides an understanding of major gifts fundraising techniques and a brief overview of grant writing.

### **AJU School of Enterprise Management & Social Impact Faculty**

*DR. DAVID GROSHOFF, J.D., M.B.A., ED.M*, Dean; Professor of Business & Law B.A., Indiana University; Ed.M., Harvard University, M.B.A., Northern Kentucky University, J.D., The Ohio State University

*MARK BOOKMAN*, B.A., J.D., University of California, Los Angeles

*BRIANNA FREIHEIT*, B.S. University of Colorado at Boulder, M.P.A. Nonprofit Management & Leadership, University of Southern California

*DR. PINCHAS GILLER*, B.A., Columbia College; M.S., Rabbi, Yeshiva University; Ph.D., Graduate Theological Union

*ELI LIPMAN*, B.A., International Relations, University of Pennsylvania; M.A., Global Communications, University of Southern California; M.Sc., Global Communication, London School of Economics and Political Science;

*DANIEL ROTHBLATT*, B.A. San Francisco State University; M.A., Hebrew Union College.

*JENNA RUBENSTEIN*, B.A., Brandeis University; PhD, Claremont Graduate University

*ALAN TAKSAR*, B.S., California State University, Northridge; J.D., Southwestern University School of Law

*DR. GERRY WACKER*, B.A., Ph.D., University of California, Los Angeles

*SETH WEINTRAUB*, B.A. University of California, Berkeley; M.B.A. University of Washington

***MACHSHEVET YISRAEL & PROFESSIONAL EXCELLENCE:***  
**TRAINING AN EFFECTIVE RABBINATE FOR TODAY'S SEEKING JEWS**  
**Curriculum Rationale of the**  
**Ziegler School of Rabbinic Studies**

**Academic Learning & Rabbinic Training**

The path we walk at the Ziegler School in our study of Jewish sacred texts is both new and old, fresh and well worn. We read writings that centuries of Jews have read, and we read them in dialogue with the generations of scholars – Geonim, Rishonim and Ahronim – who have read them before us. We also read those texts through lenses that have been ground by contemporary scholars in the Universities and Rabbinical seminaries in this country, in Israel, and around the world. The directive of Kohelet guides us: *It is best that you grasp the one without letting go of the other, for the one who reveres God will attend to both* (Kohelet 7:18).

We understand the study of Jewish sacred writings as a spiritual practice. In this we stand in the long tradition ranging from the Talmud through the great centers of learning in Franco-Germany, Spain, North Africa, the Middle East, through the great yeshivot of Eastern Europe and into our own times. “After the Temple was destroyed, God was found in the four cubits of halakhic discussion (Berakhot 8a),” teach the Sages, who also assert “If you would learn to know the One at whose word the world came into being, learn aggadah (Sifrei Devarim, Piska 94).” The intellectual pursuit of subtle distinctions in halakhah, the close readings of Midrash and parshanut, or the joys of philosophical theology is itself a spiritual exercise. The intellectual and the spiritual are one on this path.

In our engagement with Rabbinics we are humbled before the edifices that were built by the Tannaim, Amoraim, Geonim and Rishonim. We learn their words with the reverence with which we learn the Torah itself. At the same time our learning is also informed by our knowledge that all texts, sacred and secular, are influenced by and embedded in cultures. All authors are people, including those recording or responding to the will of God. Therefore, these texts also yield to analyses within historical, literary, legal, feminist and other interpretive frames. We seek to “accept truth from anyone who speaks it,” with the conviction that God wants the service of the mind unfettered.

**Jewish Commitment and Western Learning**

We require and train rabbis who live within the cultural and political orbits of the Jews they will serve. But our commitment to the intellectual enterprise is far deeper than the merely utilitarian. Because we recognize that Judaism has a history, that it has been influenced – for the good – by the insights and advances of surrounding cultures, we know that our religious obligation is to serve as filters through which contemporary culture can influence and shape Jewish religious life. At the same time, we also know that Judaism’s core commitments can only contribute *to tikkun ha-olam*, the repair of the world, if we are sufficiently grounded in that world to translate Judaism’s particular

forms and insights into a universal language. For these reasons, our curriculum goes far beyond a traditional rabbinical yeshiva, including courses in pastoral psychology, literature, history, philosophy, sociology, pedagogy, mysticism, professional skills, and extensive field experience.

These commitments find fullest expression within Conservative/Masorti Judaism, with which the school is affiliated. As such, we also include courses in Conservative/Masorti Jewish thought and history, in the halakhic findings and methods of Conservative/Masorti decisors, and in Conservative/Masorti Jewish observance and practice.

### **The Context**

The Ziegler School of Rabbinic Studies of the American Jewish University was created in 1996 to develop a new model of rabbinic education, suitable to meeting the challenges and opportunities facing the Conservative rabbinate and American Jewry. Toward that end, it is worth reflecting on the position of American Jewry – where it has come from and where it is heading – and on the profile of a Conservative rabbi equipped and capable of meeting those challenges.

Jews came to America, by and large, to seek economic prosperity and social security. Those Jews who did immigrate tended to be among the least educated, both in traditional Jewish sources and in Western academic training, and often were among the poorest of the new immigrants. As such, the earliest Jewish agenda was one of ethnic solidarity and social opportunity. Organizations such as the federations, congresses, committees, leagues and agencies were designed to fight for Jewish opportunity in the broader economy and culture. Synagogues and schools of higher Jewish learning were to articulate ways of integrating American culture and values with Jewish religious structures and commitments, and to offer havens for Jewish social and ethnic expression, among them, some measure of religious ritual and education. With the rise of Zionism, support for Zionism and (later) for the State of Israel also provided a key agenda item for these Jewish organizations – both the agency/federation cluster and the synagogue/seminaries constellation.

Ours is an age challenged by our own success. With the establishment of the State of Israel, and its vibrant history of over a half-century, and the prosperity and professionalization of American Jewry, much of the original impetus for the federations and agencies no longer seems quite so clear, nor so capable of summoning widespread Jewish passion (let alone forming the cornerstone of Jewish identity). The understanding of the synagogue as the place that Americanized Judaism has also shifted. The task, then, of energizing American Jewish life, has returned to its proper agenda – serving the Jewish people in the advancement of our covenant with God. Agencies, Federations, and synagogues are all united in common cause behind this emerging agenda.

And the needs of contemporary Jews – their spiritual seeking, their desire to take on rituals abandoned by their parents, their interest in a Judaism less formal and more text-grounded than the one they have inherited – have also changed. Those changes offer rabbis an opportunity to elevate the quality and profundity of American Jewish life. But to do so, we need a special breed of rabbis. Our rabbis must be simultaneously at home in the world of Western culture and thought, scientific findings and method, Jewish texts and observance. Like the Jews they will serve, they too must thirst for God, for covenant, and for mitzvot. Like the Jews they will serve, they must be rooted in contemporary culture and a healthy



respect for individualism and idiosyncrasy. But unlike the Jews they will serve, they must insist on a new synthesis – authentic to the Judaism we have inherited, yet open to new insights and perspectives. Our rabbis cannot live in a world in which their Jewish faith is hermetically sealed off from the academy, from new perspectives and new information. Our rabbis must embody a faith that is confident and unafraid, one that trusts that an authentic encounter between Judaism and contemporary values and thought will be mutually enriching, mutually transformative, and will – at the same time – vindicate the core beliefs and practices of Judaism across the ages.

**It is to produce precisely such rabbis that the Ziegler School was created.**

**Focusing on Greatness — The Curriculum as a Whole**

The key to greatness in a Rabbinical School curriculum, as in any institutional focus, is to assess and to bolster the strengths and capacities of the institution, and then to pursue those intended outcomes with vigor. Given the values of the School, articulated in the American Jewish University's Mission Statement and the learning outcomes of the Ziegler School as articulated in its 9 point learning outcome objective<sup>1</sup>, as well as the strengths of our superb Faculty, the Steering Committee has deliberately determined that the focus of the School's academic program will be on two broad arenas: *Machshvet Israel* (Jewish thought) and professional development. These two rubrics respond to the demands placed on the contemporary Rabbinate — Jews are seeking meaning and guidance from their heritage, they look to Judaism for solace and inspiration, and they turn to their religion to provide ethical rigor, a sense of value, and a community of belonging. Rabbis must be capable of providing access to the tradition and to making that tradition both accessible and relevant to the lives of today's Jews. By and large, Jews are not interested in their Jewish identity for reasons of antiquarian or historical concern, nor is their primary interest one of dispassionate scholarship. While both are valuable tools in the pursuit of clarity, depth and meaning, their utility remains in the background. Front and center is a desire for harmony, balance, and integration. Jews turn to Judaism to provide those riches. Focusing on Jewish thought gives the Ziegler rabbi the tools needed to meet that demand. At the same time, the riches of Jewish thought must be transmitted through the building and maintenance of synagogues, schools, and other institutions, and its rich message must inspire through well-crafted sermons, effective teaching and preaching, pastoral counseling, and the myriad professional demands that today's rabbi must master. The curriculum is consciously crafted to meet those dual necessities.

Additionally, the curriculum is designed to provide a rational flow, both from one semester to the next, and among the courses offered each semester. The curriculum challenges each student to find her or his passion within the broad range of Jewish studies and to pursue depth and excellence within that selected area. Finally, the curriculum contains the total number of credits required from each student, based on the conviction that excessive busy-ness precludes a deep and transformative encounter with the material offered during rabbinical school.

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<sup>1</sup> The Ziegler Rabbi ... masters the Masorah — synthetically and technically, distills the Tradition in ways useful to people's lives, is motivated by God and shares that faith, pursues a socially-conscious rabbinate, elicits the theological underpinnings of sacred texts, teaches and observes mitzvot passionately, loves Jews as well as Judaism, cultivates a strong personal bond to Israel, connects with lay people and is skilled in outreach.

## Ziegler School of Rabbinic Studies

### THE FIRST THREE YEARS

Jewish thought forms the core of today's rabbinic contribution. Being able to communicate the application of Jewish wisdom to people's daily lives, providing consolation and perspective to life's tribulations and sorrows, and balance and depth to life's joys is at the core of a Rabbi's charge. The Ziegler curriculum is predicated on providing the Rabbi with the tools to meet that challenge. We begin with the premise that the Judaism is primarily a textual tradition – the harvest of each generation's insights and creativity are to be found in the great writings that comprise the Masorah — Tanakh, Rabbinics, Parshanut, Philosophy, Kabbalah, and Hassidut. These literary corpuses require extensive training in order for the aspiring rabbi to be able to access their original languages and to unlock their treasures. Only with that mastery is the Rabbi then in a position to contribute his or her own creative synthesis and advance in a way that is both authentic and responsible. And only with that level of mastery and ownership can the rabbi assist others in crafting lives of Jewish meaning and depth. Only with that body of thought can the rabbi hope to surmount the considerable challenges to Jewish life in the present.

The curricular expression of this conviction is that the first 3 years of the curriculum are devoted primarily to skill building, knowledge acquisition, and an introduction to the broad rubrics of Jewish thought (giving the student sufficient background to be competent in these areas and sufficient exposure to be able to select that one area in which to develop some expertise in the final two years of the program). The focus during this initial period is on exposure to the broad arenas of classical Jewish literary expression, Jewish theology, Hebrew language, and extensive work in rabbinics (Mishnah, Tosefta, Talmud, and Rishonim).

During these early years, aspects of professional development are not neglected, but they are not given the prominence that they will receive in the final years of the program, another reflection of our conviction that a student must first master the Masorah before seeking to teach, preach, or synthesize. Knowing that our students will be working in the community and seeking to provide them with opportunities to synthesize their academic, professional, and existential achievements, the students will participate in our innovative Rosh Hodesh programs<sup>2</sup> each semester. The Eit Ratzon program also offers attention to issues of personal development and the individual's journey as a Jew, under the supervision of an outside rabbi as moderator and guide: the class meetings regularly to discuss personal and group issues. Students also receive exposure to an introduction to Halakhah (focusing on Jewish religious practice in daily and holiday life), exposure to the liturgy of the weekday and Shabbat Siddur, and field placement.<sup>3</sup> These courses assure that the student's growth is not restricted to academia, but includes professional opportunities to begin to function rabbinically, and allows sufficient time and guidance to

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<sup>2</sup> These monthly daylong programs are selected and organized in a partnership between Kehilateinu (the student organization) and the Administration. Each day is devoted to a particular theme and explored through outside speakers, workshops, and conversations. Additionally, a school wide lunch is provided to also strengthen communal ties between students, faculty, and administration.

<sup>3</sup> Field placements are required in organizations, schools, and congregations. These are supervised placements, one semester each. In years One and Two, students participate in 3 field placements to get exposure to rabbis and work they do to open up to possible ways to serve community. They shadow and mentor with a rabbi in a school, a synagogue and an organizational setting.

integrate the insights and experiences of rabbinical school into their own shifting and growing Jewish selves.

The third year of the program is both a culmination and a transition. All Ziegler students are expected to spend a year in Israel, given the school's conviction that a personal connection to the Land of Israel, Hebrew language, and the people of Israel is an essential component of Jewish identity, and a necessary virtue for any Jewish leader. The third year of our program is, therefore, conducted under the auspices of the Conservative Yeshiva in Jerusalem. During that year, students continue to deepen their mastery of Bible, Talmud, Codes, Midrash, and Hebrew, in addition to exploring the land and culture of Israel through seminars and field trips.

Recognizing that our intention to prepare rabbis adept at Machshevet Yisrael and professional development requires focus, persistence, and synthesis, we also know that this focus may result in ceding other foci to other institutions. Cultivating a coherent specialization results in allowing other aspects of the field to form a backdrop, rather than attempting to be all things to all people. In this curriculum, our determination to focus on Jewish thought and professional skills means that we have had to rethink how we provide exposure to Jewish history to allow our students to see Jewish thought in an historical context without reducing classical thought to mere historicism. We achieve that balance by asking our students to enroll in two History courses (one in year One and a second in the final years) introducing the flow and impact of Jewish history on Judaism and helping make explicit an historical consciousness, as well as by offering a course in the tensions and challenges of modernity and a thematic course tracing a particular theme diachronically, will assure that the students distill the information and historical sense they need to contextualize the thought they are mastering.

### **THE FINAL TWO YEARS**

The final two years of the program pivots from skill building, culminating in a 2 year period that integrates advanced Jewish learning with and an intensive program of professional development in the active rabbinate second to none.

Each student entering the 4<sup>th</sup> year will have the opportunity to select from two Thematic seminars, one in an area of Jewish thought and another that, while still rooted in text, keeps a focus on the subject's practical application. In the final year of the program, the graduating senior take a third thematic seminar, and has the option to take a 4<sup>th</sup> seminar to produce a project in a selected area of Jewish studies. Students are invited to submit a proposal to the Steering Committee for review, approval, and assignment to a faculty advisor. Each area will be administered by a member of the Faculty and will be assessed by that Faculty member as project supervisor. The final project will demonstrate understanding, recall, mastery, the use of primary texts, and synthetic creativity.

Prior to the start of the final year, students must have demonstrated proficiency in a range of Tefillah (prayer) skills.

At the same time that the student is gaining serious depth in Jewish studies, the School will also provide a comprehensive and extensive professional training to prepare the student for a successful career in the active rabbinate. This professionalization will occur through a series of courses, through supervised internships, and through seminars reflecting on those internships. The student will take one course in management/leadership, which they often take through the AJU's School of Enterprise Management and Social Impact. Courses in Pastoral Counseling, Life Cycle, Hospital Chaplaincy, a Synagogue Skills seminar, a course on teaching, a year-long master class, Conservative Judaism: Theology, Law, and Ethics, and a year long course on homiletics will all help prepare the Ziegler student for a career as a Rabbi. Additionally, the student will participate in a Senior Internship, under the supervision of a Rabbi. A course on Issues of Social Justice allow the prospective rabbi to focus on Jewish perspectives on contemporary issues of social justice. Reflection on the many tasks of a rabbi will flow from working with the Rabbi in a Jewish institution and will be reinforced through the Senior Seminar each week. Finally, each Senior will be exposed to a course of Torah anthologies, providing access to Hasidic and recent commentaries to the Torah for homiletical purposes. There is also a capstone course on the use of texts for spiritual mentoring, taught by master rabbis, used to develop an individual's spiritual autobiography and an agenda for personal growth.

## Ziegler School of Rabbinic Studies

### Master of Arts in Rabbinic Studies

#### The Curriculum in Detail

#### YEAR ONE, FALL

<b>Code</b>	<b>Course Title</b>	<b>Credits</b>
BIB 509	Readings in Humash	3
HEB	Hebrew	4
PHL 512	Introduction to Jewish Philosophy	3
RAB 501	Readings in Rabbinics	6
RAB 589	Beit Midrash	1
RAB 407	Introduction to Halakhah	3 (Total: 20)

The first semester of the first year is designed to introduce the student to the fundamentals of Jewish learning. Focused on Hebrew and beginning to read and contextualize the building blocks of Jewish civilization, the student is exposed a new and pioneering integration of classical Hebrew with Bible and Rabbinics courses, allowing a more rapid and deeper understanding of the language and literature of these foundational documents. The Rabbinics class also teaches students how to learn and develop relationship with texts of all rabbinic genre. Focus on syntax, language, context and meaning. The curriculum offers a systematic exposure to Jewish theological reflection and to critical analysis of religious ideas through the course on Jewish philosophy, which also introduces the student to the great thinkers of Judaism's rich reflective tradition, and to an Introduction to Halakhah which enables the student to socialize into normative Jewish life and practice while also beginning to understand the sources of halakhic decision-making and the expectations of a halakhic life.

#### YEAR ONE, SPRING

<b>Code</b>	<b>Course Title</b>	<b>Credits</b>
BIB 425	Humash with Rashi	3
HEB	Hebrew	4
PHL 551	Liturgy: History, Development, Theology	3
PRS 500	Shiur Klali	1
RAB 510	Talmud I	6

RAB 589	Beit Midrash	1
PHL 563	Halakhah of Liturgy	3
PRS 405	Field Placement 1	0 (Total: 21)

The spring semester builds on the prior semester, moving the study of rabbinics into the realm of Talmud itself. Students will have the opportunity, depending on their level of skill, to become exposed to the Sugya, and possibly to the commentary of Rashi and other Rishonim. They will continue with their integrated Hebrew and Text studies as well. At the end of the semester, the student writes an exam in Bikkiyut in the Bible class, demonstrating sufficient familiarity with the names, places, key narratives, laws, and quotations of the Torah. The additional focus of second semester will be on Liturgy, looking at the Siddur and Machzor through the lens of the halakhah surrounding proper liturgical practice. Given the centrality of worship in the role of most contemporary rabbis, this early focus will enable the student both to function rabbinically and to understand and apply material learned in other courses. These courses initiate the process of mastering synagogue skills in daily, Shabbat, Festival and High Holy Day liturgy, as well as in Torah, Haftarah, and Megillah chanting. Additionally, the student will use this semester for the first of three field placements (one each in a Jewish agency, in Education, and in a Synagogue), spending time with a rabbinic practitioner to be exposed to rabbinic work in a few representative contexts.

#### YEAR TWO, FALL

<b>Code</b>	<b>Course Title</b>	<b>Credits</b>
BIB 525	Mikraot Gedolot	3
BIB 506	Introduction to Bible	3
HEB	Hebrew	4
RAB 511	Talmud With Rashi	6
RAB 589	Beit Midrash	1
RAB 524	Introduction to Midrash	3
PRS 506	Field Placement II	0 (Total: 21)

The Second year expands the student's knowledge base and skill set, advancing their Talmud studies by beginning to incorporate more attention to the commentaries that surround the Talmud text and expand upon it. Attention to this pillar of rabbinics is supplemented with exposure to Midrash, creating a critical and contextual knowledge of different Midrashim, and also developing an ability to read and utilize Midrashim independently.<sup>4</sup> The Bible syllabus builds on its progression of Humash and then of Humash and Rashi to incorporate other scholarly and contemporary modes of reading and studying the Bible, including Biblical source criticism, literary approaches, and others. Except for native speakers, all

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<sup>4</sup> In order to study Jewish text at the requisite skill, students are required to be in Hebrew IV or higher to commence the year two text studies.

students are expected to enroll in a Hebrew language course. The second field placement occurs during this semester.

**YEAR TWO, SPRING**

<b>Code</b>	<b>Course Title</b>	<b>Credits</b>
BIB 410	Nevi'im & Khetuvim	3
HEB	Hebrew	4
PHL 511	Introduction to Kabbalah & Hassidut	3
RAB 512	Talmud with Commentaries	6
RAB 589	Beit Midrash	1
HIS 520	Survey of Jewish History	3
PRS 408	Field Placement III	0 (Total: 20)

The Spring Semester rounds out the offerings of the first two years, giving the student's a solid introduction to the different fields of Jewish scholarship, solidifying their language and text skills, and preparing them to continue that growth during their year in Israel. The Bible curriculum concludes its survey of the Tanakh with consideration of the final two sections – the prophets and the writings. The student is introduced to the study of Jewish mysticism, its key terms and constructs, as well as the central texts of the field. Talmud advances with exposure to more Sugyot and commentaries. The program is rounded out with the third and final field placement. At this point in the curriculum, the student continues to demonstrate mastery of weekday and Shabbat liturgy, Torah and Haftarah chanting.

**ISRAEL YEAR (YEAR THREE)**

<b>Class</b>	<b>Course Title</b>	<b>Credits</b>
BIB	Bible Elective I & II	Various
HEB	Advanced Hebrew Language/Studies I & II	Various
RAB	Advanced Talmud I & II	Various
RAB	Advanced Codes I	Various
RAB	Practical Halakhah I & II	Various
RAB	Advanced Midrash I	Various
	Experimental Israel Seminar I & II	Various

The third year of the Ziegler program takes place in Israel (currently at the Conservative Yeshiva in Jerusalem). The purpose of the year is fourfold:

- To expose the students to the Land, cultures, and peoples of Israel
- To continue to develop their text skills and Hebrew
- To study with the Rabbinical Students of our partner program in Europe, the Zacharias Frankel College of the University of Potsdam, and with students from other Seminaries
- To reflect on the role of Israel in contemporary Jewish identity in general, and in their own consciousness and identity as individuals

These goals are not separate and distinct but intertwine through the academic and nonacademic aspects of the year.

#### YEAR FOUR, FALL

<b>Code</b>	<b>Course Title</b>	<b>Credits</b>
TSM	Thematic Seminar	3
PHL 553	Conservative Judaism: Theology, Law, Ethics I	4
PRS 520	Pastoral Counseling I	2
PHL 552	Lifecycles	3
RAB 525	Mishnah	3
RAB 538	Talmud Synthesis Sugyot	3
PRS 507	Synagogue Skills Seminar	1 (TOTAL: 19)

This year unveils the opportunity for the student to select a Thematic Seminar. During this seminar, the students have the opportunity to explore a subject of particular interest, offered by rotating faculty and visiting scholars. The Conservative Judaism course will integrate the three primary areas in which Conservative Judaism’s worldview and perspective offer a unique and important take on Jewish tradition and faith. Looking at the theological perspectives and insights of the leaders of the Movement, at the theories of law and their application, and at the pervasive impact of ethics, students will have a solid perspective with which to identify and through which they can face the issues confronting the Jewish world today. In order to develop mastery of rabbinics at a higher level, the year four course will offer a chance at synthesis, providing a way of applying their love and mastery of Talmud to teaching it to laypeople. Organized around the 10 – 15 Sugyot that every Conservative rabbi should know, the class sessions will allow each student to teach one of the selected Sugyot to the class as though teaching a group of laypeople. Finally, the pastoral counseling, Shiur Klali Lifecycles, and synagogue skills seminar will continue to direct the gaze of the student toward the concerns and passions of the active rabbinate. In particular, the Synagogue Skills seminar will allow the student to develop mastery over the traditional nusah for weekday, holy day, festival and special occasions. Finally, the Life Cycle and Covenant class will



help integrate the theological studies of the past four years with the need to handle life cycle ritual and counseling from a perspective of wisdom, compassion, and skill.

**YEAR FOUR, SPRING**

<b>Code</b>	<b>Course Title</b>	<b>Credits</b>
TSM	Thematic Seminar	3
HIS 521	History: Issues of Modernity	3
PHL 553	Conservative Judaism: Theology, Law, Ethics II	4
PRS 510	Hospital Chaplaincy	1
PRS 521	Pastoral Counseling II	2
RAB 575	Teaching Rabbinic Texts	3
PRS 407	Synagogue Skills Seminar	1 (TOTAL: 17)

The second semester will continue with a second Thematic Seminar. This is supplemented by exposure to modern history and the tensions and promises of modernity. This course will focus on the chronological history of the modern era and on the tensions and issues that modernity brings to Jewish life and will examine the roots of those tensions historically (autonomy vs. corporate identity, citizenship, Emancipation and Enlightenment, secularism, Zionism and Diaspora identity, to name a few). A course on Teaching Rabbinic Texts pays particular attention to best approaches for Rabbis teaching classic rabbinic texts to lay audiences, congregants and students. Building on the Pastoral Counseling series, the student will now work within a hospital setting, under the supervision of a Rabbi/Chaplain.

**YEAR FIVE, FALL**

<b>Code</b>	<b>Course Title</b>	<b>Credits</b>
TSM	Thematic Seminar	3
TSM	Thematic Seminar or Project	3
EDU 567	Creating Sacred Community	3
RAB 536	Text as Spiritual Mentor I	3
PRS 501	Senior Seminar/Senior Internship	3
MGT	Management/Leadership Course	3
PRS 530	Advanced Homiletics I	3 (TOTAL: 19)

Senior year is designed as a year of culmination and transition. During this year the Ordinand turns to issues of job acquisition, moving into the world of Jewish professionals. It is fitting that much of the ordinands' attention shifts away from the life of the school, and even from the concerns of full-time academics. At the same time, this year is the culmination of five or more years of serious full-time study. As such, there are moments of completion, integration, and achievement that form an important part of the final year of the program.

During the first semester, the option of a project and writing seminar provides time for the Senior to select and complete a final project, subject to the approval of her or his supervising faculty. That project is to be rooted in text, demonstrating both mastery of the field and also ability to apply the rich textual heritage of that field to the spiritual, ethical, and historical concerns of today's Jews. If the senior opts not to submit a capstone project, then they enroll in a Thematic Seminar for the semester.

The remainder of the student's time and attention are now given to professional development. A semester course with the School of Enterprise Management and Social Impact will permit the student a degree of choice in selecting some area of business skill to further hone, and will allow the student to integrate with MBA students who can be a helpful source of advice and guidance throughout the rabbi's career. Creating Sacred Community, an education course on teaching will allow the student to hone a much needed skill for the rabbinate, and the advanced homiletics allows the student, under the instruction of some of today's finest rabbinic orators, to hone their own style and art of the sermon, the eulogy, and other occasions of rabbinic speech and teaching. Text as Spiritual Mentors provides an opportunity for synthesis and integration under the guidance of a master rabbi, inviting the student to consider how the process of learning holy texts is personally transformative, and asking the students to share those texts which were particularly fruitful for their own growth and engagement. The Internship offers a minimum of 7 hours each week to work in a synagogue/school/hospital/agency setting, with the active supervision of a Conservative rabbi. In addition to that supervised internship, the Senior Seminar provides a place for the class to come together as a whole to think through issues arising from their internships, and to reflect on life in the congregation or agency. Because of the time demands of the internship and the final project, the total credit load is deliberately light.

**FIFTH YEAR, SPRING**

<b>Code</b>	<b>Course Title</b>	<b>Credits</b>
BIB 518	Torah Anthologies	3
PRS 501	Senior Seminar/Senior Internship	3
RAB 537	Texts as Spiritual Mentor II	3
PRS 531	Advanced Homiletics II	3
PHL 562	Issues of Social Justice	2(TOTAL: 14)

The final semester of the program focuses on transforming the students from their status as advanced students to that of beginning rabbis. Assistance with resume building, job search and acquisition, transitioning into a professional role, all these occupy the attention and energy of the students and their advisors.

The formal courses reflect the shift in concern. The light load (13 credits) allows the students to turn their attention to the job search week sponsored by the Rabbinical Assembly, and then provides for their many weekends on the road interviewing. The focus, for example, of the homiletics class shifts mid semester. Once they return from their Job Search week, the homiletics professor now meets with the seniors to help them prepare their talks for their interview weekends. Three capstone classes remain: Torah anthologies exposes the student to Hassidic and modern commentaries that offer rich homiletical material to give depth to their learning, their preaching, and to their teaching. Text as Spiritual Mentor II continues the opportunity for synthesis and integration, inviting the student to consider how the process of learning holy texts is personally transformative, and asking the students to share those texts which were particularly fruitful for their own growth and engagement. Issues of Social Justice exposes the soon-to-be-ordained seniors with Jewish sources on topics of social justice and considers rabbinic modes of mobilizing communities to address these issues in constructive and sustainable ways.

## **CONCLUSION**

In the best of the traditions of Conservative/Masorti Judaism, this curriculum reflects a commitment to tradition and change. It cultivates a reverence for text as the sacred harvest of our people's encounter with the divine. Mastery of those texts, in the original, remains the *sine qua non* for today's rabbis. Equally strong is a passion for Torah and mitzvot, and for a life of sacred deeds shaped and mediated by halakhah. This curriculum also provides an explicit attention to the needs of our time: Jews who are largely uneducated in the sources of Judaism nonetheless express a yearning for depth, for spirit, for faith and for a full Jewish life. Translating the Torah heritage from book to life is the key task of today's rabbi, and this curriculum is therefore designed to equip the rabbinical student for precisely that challenge. By focusing on Machshevet Yisrael, the profound, soul-wrestling contemplations of Israel's great intellects across the millennia, we hope to unleash that potent blend of heart and mind that has already brought so much light into the world. Simultaneously, to be conversant with the riches of Jewish thought and practice is of no practical utility if the practitioner cannot convey that passion, insight, and beauty to those who would seek to acquire it. The rabbi must not only be learned, but also compelling. That is why the second leg of this curriculum is professional skill and competence.

It is our firm conviction that this approach offers the best hope of training a generation of visionary, literate, and compelling rabbis capable of mediating God's love and justice through the Jewish people to the world at large.

# Ziegler School of Rabbinic Studies

## Master of Arts in Rabbinic Studies

### Program Goals

The Ziegler Rabbi:

1. Masters the Masorah – synthetically and technically,
2. Connects with lay people and is skilled in outreach,
3. Distills the Tradition in ways useful to people’s lives,
4. Is motivated by God and shares that faith,
5. Loves Jews as well as Judaism,
6. Pursues a socially-conscious rabbinate,
7. Elicits the theological underpinnings of sacred texts,
8. Teaches and observes mitzvot passionately.

### Program Learning Outcomes (by Goal Area)

#### *Masters the Masorah — synthetically and technically*

- Students will be able to articulate traditional sources, academically and traditionally, into broad ideas and values.
- Students will be able to competently render Hebrew and Aramaic primary sources into accessible English.

#### *Connects with Lay People and Skilled in Outreach*

- Students will be able to counsel, teach, and inspire in ways accessible to the broader community.
- Students will see lay people as allies and partners in their shared work.
- Students will be skilled practitioners in providing access to Jewish life and thought to people with minimal exposure.
- Students will be familiar with current trends in adult education, technology resources, and community organizing.

#### *Distills the Tradition in ways useful to people’s lives*

- Students will be capable of taking complex primary sources, both ancient and modern, and utilizing them in offering practical wisdom for daily life.

#### *Is Motivated by God and Shares that Faith*

- Students will be able to articulate their personal theological convictions in ways that are useful, expansive, and integrated
- Students develop and present an informed voice that mobilizes theological concerns on behalf of elevating and encourages members of the community to engage in that same endeavor.

- Students practice and ethical deportment will reflect their core theological convictions and will manifest Jewish values and worldview.

### *Loves Jews as Well as Judaism*

- Students will appreciate and celebrate the diversity of Jewish communities across geographic and chronological expanses.
- Students relationship to Jewish community will be not merely structural, but personally motivated.

### *Pursues a Socially Conscious Rabbinate*

- Students will be familiar with the critical communal concerns and challenges of the place in which they live, and link them to the prophetic and rabbinic emphasis on justice and community organizing.
- Students will be able to discern and implement appropriate ways of advancing those values and mobilizing their communities.

### *Elicits the Theological Underpinning of Sacred Texts*

- Students will perceive the conceptual coherence and significance of the vast details of Jewish textual tradition.
- Students will utilize that understanding for the sake of contemporary human thriving and integration.
- Students will be able to competently elicit the contemporary relevance of ancient and medieval text.

### *Teaches and Observes Mitzvot (commandments) Passionately*

- Students utilize dispassionately mastery for the sake of significant Jewish life.
- Students will be able to articulate and exemplify the discipline of Jewish observance in their lives and in their teachings.

### **Degree Requirements for the M.A. and Ordination**

Graduates of the Ziegler School of Rabbinic Studies receive rabbinic ordination after 10-12 semesters of study normally completed in five or six years. Since text and language skills vary based on background and progress, each student's program is determined in consultation with the Dean's office. Upon completion of the program, students are granted a Master's Degree in Rabbinic Studies. Students normally complete all requirements at the Ziegler School's campus in Los Angeles, unless they are exempt from specific courses based on previous academic coursework.

The curriculum has been approved by the University Academic Senate as the course of study leading to rabbinic ordination. This description of the curriculum of the Ziegler School of Rabbinic Studies is designed to give prospective students a sense of the nature of our program. Because our faculty and students are always engaged in discussion of the curriculum, rabbinic education and a vision of the rabbinate for the 21st century, the curriculum will undoubtedly change slightly from year to year. This is the curriculum under which students beginning the Ziegler program as of 2006 are admitted.

Please note: *The Ziegler School of Rabbinic Studies and American Jewish University reserve the right to revise or change the academic calendar, rules, charges, fees, scheduled courses, requirements for degrees or other regulations. This catalogue is for the guidance of our applicants, students and faculty and is subject to change and is not intended as a contract between the Ziegler School and any person.*

### ***Internships***

The Ziegler School is committed to training rabbis who are equipped to lead North American Jewish life into the 21st century. We understand that for rabbinic students to graduate with the necessary vision, skills and passion to make profound changes in the Jewish community, they need to have extensive hands-on experience in a variety of Jewish institutions. The staff and faculty of the Ziegler School work closely with rabbis and other Jewish professionals in the Los Angeles area and beyond to build relationships between the Ziegler School and other Jewish institutional settings. In the first two years of the Ziegler program, students are introduced to Hillel, congregational settings, Federations and educational institutions. Students in their final year will select an institutional setting that dovetails with their professional plans and interests.

### ***Israel Year***

The Israel component of the Ziegler School program is very important. The creation and growth of the State of Israel have transformed Jewish life in ways more profound than anyone would have anticipated half a century ago. To serve as a leader in the Jewish world today requires an intimate familiarity with the State of Israel, its politics, its people and the challenges it faces. The Ziegler Israel experience is designed to give students that and much more.

Studying at the Conservative Yeshiva in Jerusalem also affords Ziegler students an opportunity to spend a year with students from other institutions training rabbis as well as dedicated lay people from all around the world. Students will also learn together with students from the Jewish Theological Seminary (New York) in an Israel seminar on a regular basis.

Ziegler students study in Israel for the Fall and Spring semesters of Year III (or year IV for those in a six-year program). Students who have personal extenuating circumstances that might prevent them from attending the Israel year should speak with the Dean of the Ziegler School. The Israel experience is a central part of the ZSRS program, and exemptions from the Israel year will be granted rarely and only with the approval of a Faculty Committee and when absolutely necessary.

### ***Ongoing Personal Development***

Because it is important to the faculty and staff of the Ziegler School that an admissions interview not be the last time that students have a formal opportunity to discuss their beliefs, their spiritual yearnings, their halakhic development and their intellectual accomplishments, Ziegler Rabbis and faculty are available and welcome conversations as an ongoing part of the Ziegler School experience.

### ***Orientation and Special Seminars***

In addition to formal courses offered during the semesters each year, the Ziegler School provides an array of informal learning experiences for rabbinic students. These begin with orientation, which is required of all beginning and transfer students. Orientation typically begins on the Sunday prior to the

first day of Fall classes and continues through-out the week. All incoming students are expected to be present for orientation.

During the year, the faculty and staff will periodically schedule intensive seminars with visiting scholars and notable Jewish personalities. We also occasionally adjust the schedule of classes to allow time for study related to Jewish holidays, significant events in the Jewish world and important trends in contemporary Jewish life.

### ***Policy on Independent Study***

In general, students may not take required courses by independent study. In cases of special hardship, a student may petition the Dean or Associate Dean of the Ziegler School for permission to substitute an independent study for a normally offered course. Students should be aware that it is the policy of the Ziegler School to avoid such arrangements, so that as many students as possible will benefit from classroom interactions with both faculty and other students.

When approved, The program of independent study must be approved, in writing, by the instructor overseeing the project. A detailed outline of the study project, including material to be covered, bibliography, written work to be submitted, etc., must be developed using a form that may be obtained from the Registrar. This petition should then be submitted to the Dean in charge of academic scheduling for approval. It must be filed in the Registrar's Office by the appropriate deadline for adding classes.

### ***Rabbinic Ordination and Commencement***

Graduates of the Ziegler School receive a master's degree and rabbinic ordination at the completion of the entire program. The master's degree is awarded at the University's Annual Commencement Exercises in May. Ordination is conferred at a separate ceremony, which will typically take place the day after graduation. Ordination is not conferred in absentia. Students must be present at the ceremony to receive their degree.

### **Reciprocal Arrangement with Hebrew Union College (HUC)**

The Ziegler School has a reciprocal arrangement with the Los Angeles campus of Hebrew Union College which allows full time students in good standing to take courses at HUC at no additional cost. Students may take elective courses provided that approval is given by the Dean in charge of academic scheduling and that the class does not conflict with a Ziegler class requirement, and provided that adding those credits does not bring the student's course load above 23 credits in a given semester.

Unless otherwise instructed by the Dean in charge of academic advising, HUC courses may not be taken in lieu of a Ziegler course requirement or elective.

## Ziegler School of Rabbinic Studies Course Descriptions

### *BIB 506 INTRODUCTION TO THE BIBLE*

LECTURE 3 CREDITS The Hebrew Bible is a complex collection of writings composed centuries ago by people whose problems, interests, and ways of life were often very different from our own; yet, its influence permeates many aspects of contemporary religious faith communities as well as general Western culture. Much in contemporary law, literature, art, morals, and religion reflect its books as these have come to be interpreted.

### *BIB 509 READINGS IN HUMASH*

LECTURE 3 CREDITS Students who have no real experience reading the Torah in Hebrew learn the skills to decipher a verse in the Torah. They learn the fundamentals of biblical Hebrew, how to look up words in a biblical lexicon, and basic grammar. Students are responsible for preparing the Hebrew Biblical text using a lexicon and grammar book, writing their own translations and reading these aloud in class. They are also responsible for analyzing the verbs for their roots, conjugations, tense, etc.

### *BIB 510 HUMASH WITH RASHI*

LECTURE 3 CREDITS This class builds on the previous semester's class introducing the Humash to broaden the student's exposure to include traditional Jewish commentaries to the Humash, mainly Rashi. This will allow the students to begin to appreciate the keen reading sensitivity of the commentators, begin to understand Rashi's problems with key texts and his solutions to those problems, and to recognize how the commentators (mainly Rashi) utilize Biblical anomalies, ambiguities and literary richness to grapple with the religious and existential challenges of their own times and communities.

### *BIB 518 TORAH ANTHOLOGIES*

LECTURE 2 CREDITS Students take this course their final semester before ordination. It is an opportunity for synthesizing and utilizing skills and knowledge, which they have acquired through their school career. This course exposes students to a variety of early modern and contemporary tools that rabbis can use in their study of the Chumash. The students also review of the resources available for the preparation and development of meaningful lessons and derashot.

### *BIB 525 MIKRAOT GEDOLOT*

LECTURE 3 CREDITS This class will familiarize the student with the narratives, principle characters, themes, and highlights of the weekly parashiyot of the Torah. In addition, it will expose them to several different academic approaches to the study of Bible (including but not limited to: anthropological, literary, source critical, myth/ritual, feminist, historical, sociological, archaeological). Using these varied approaches in order to get a sense of the range of tools needed for an integrated understanding of Torah, the student should be capable of researching a biblical passage or topic using several of these approaches, and should end the semester able to identify key persons, places, themes, and phrases by Parashah.



*BIB 528 NEVI'IM & KHETUVIM*

LECTURE 3 CREDITS This class will complete the introductory survey courses in Bible with a focused exploration of the second and third sections of the Tanakh, with particular attention paid to those prophetic and poetic materials in these sections that have been utilized for Jewish liturgical purposes (Haftarot, liturgical psalms, etc).

*BIB 542 TANACH WITH MEFARSHIM (TAKEN IN ISRAEL)*

LECTURE 4 CREDITS This course will strengthen students' ability to read biblical texts with traditional commentaries. Although it may vary from year to year, it will likely be one semester of Torah and one semester of Nach as determined in consultation between the Yeshiva and the Ziegler School of Rabbinic Studies.

*EDU 567 CREATING SACRED COMMUNITIES*

LECTURE 3 CREDITS The seminar itself will follow a model of "doing synagogue differently" that was pioneered by Synagogue 2000 (now Synagogue 3000) over the course of ten years of work with nearly 100 congregations of all denominations. Students will read widely in the developing literature in "synagogue transformation." They will meet guest speakers who are working on the frontlines of the most exciting initiatives to re-invigorate synagogue life. And, when possible, they will travel to Orange County to do a site visit at one of the more famous "megachurches," Saddleback Church.

*HEB 503A HEBREW IIA CONVERSATION*

LECTURE 2 CREDITS This second-year conversation course in Hebrew stresses intermediate vocabulary, reading comprehension, oral expression and essay writing Offered in the fall semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 503B HEBREW IIA GRAMMAR*

LECTURE 2 CREDITS This course offers the entire Torat Hanikud with mastering all seven Binyamin Ha-Sh'lemim and their proper vowels. Offered in the fall semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 504A HEBREW IIB CONVERSATION*

LECTURE 2 CREDITS This conversation class is a direct continuation of the course offered in the spring semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 504B HEBREW IIB GRAMMAR*

LECTURE 2 CREDITS This grammar class offers skills in all the irregular verbs (G'zarot) in all tenses. Offered in the spring semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 505 HEBREW III*

LECTURE 4 CREDITS PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 505A HEBREW IIIA CONVERSATION*

LECTURE 2 CREDITS This one-semester course, following Hebrew II, is designed to sharpen students' Hebrew conversational skills. Special attention is given to enrich the vocabulary, both in the written and spoken word. Short pieces of Hebrew Literature will be introduced. Offered in the fall semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 505B HEBREW IIIA GRAMMAR*

LECTURE 2 CREDITS Taught entirely in Hebrew, this advanced grammar course focuses on the elements of Hebrew grammar: Nikud and Binyamin. Offered in the fall semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 506A HEBREW IIIB CONVERSATION*

LECTURE 2 CREDITS This sixth course in Hebrew immerses students in all phases of Hebrew expression and comprehension through essay writing and literature reading. Continuation of HEB 505A. Offered in the spring semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 506B HEBREW IIIB GRAMMAR*

LECTURE 2 CREDITS Continuation of HEB 505B plus G'zarot. Offered in the spring semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 511 HEBREW FOR READING COMPREHENSION I*

LECTURE 4 CREDITS This course focuses on biblical Hebrew and emphasizes the phonology and the morphology of the language. Students read selections of narrative biblical texts, both abridged and in the original language. Prerequisite: The equivalent of a one-year university level course in modern Hebrew.

*HEB 512 HEBREW FOR READING COMPREHENSION II*

LECTURE 4 CREDITS A further exploration of the morphology of classical Hebrew with reference to both the biblical and rabbinic dialects. Students read narrative biblical texts in the original language as well as various vocalized and unvocalized texts composed in rabbinic Hebrew. Prerequisite: Hebrew 511.

*HEB 513 HEBREW FOR READING COMPREHENSION III*

LECTURE 3 CREDITS This course includes an introduction to the syntax of biblical and rabbinic texts and the differences between the two dialects. Students will also review the grammar of Babylonian Aramaic. Students read prophetic/poetic biblical texts, unvocalized texts in rabbinic Hebrew, and Aramaic selections from the Babylonian Talmud. Prerequisite: Hebrew 512.

*HEB 514 HEBREW FOR READING COMPREHENSION IV*

LECTURE 3 CREDITS A further exploration of the syntax of biblical and rabbinic texts and the differences between the two dialects. Students will read prophetic/poetic biblical texts, unvocalized texts in rabbinic Hebrew, and selected academic articles written in modern Hebrew. Prerequisite: Hebrew 513.

*HEB 537 ADVANCED HEBREW EXPRESSION I*

LECTURE 3 CREDITS This course is designed to use extended language to discuss and write about practical, social, political, professional, religious and abstract topics. The emphasis is on expressive and productive Hebrew with the intent of further developing advanced language skills. A collection of Hebrew literature in its non-modified, original text will be taught. Creative writing will be practiced.

PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 538 ADVANCED HEBREW EXPRESSION II*

LECTURE 3 CREDITS Along with the emphasis on expressive and productive Hebrew, students will read original literature and Biblical text in class. Continuation of HEB 537. PERMISSION OF HEBREW

COORDINATOR ONLY.

*PHL 512 INTRODUCTION TO JEWISH PHILOSOPHY*

LECTURE 3 CREDITS The course is an introduction to an understanding of Jewish philosophy, to some of the major thinkers in Jewish Philosophy, and an exposure to the methods of Jewish philosophy in ancient and medieval periods. It traces Jewish thought from the Bible to the Rabbis to the medieval period. It also covers major themes in Jewish philosophy, as illustrated by representative readings of modern and contemporary Jewish philosophers. The topics include God, the problem of evil, revelation, the authority of Jewish law, the ideology of modern Jewish religious movements, Jewish moral goals, concepts of salvation and afterlife, Zionism, and prayer. Students read various philosophers, compare their approaches to a given topic, and evaluate their views as to their philosophical soundness and their Jewish relevance. Through this pedagogy, students learn how to evaluate arguments.

*PHL 513 INTRODUCTION TO KABBALAH & HASSIDUT*

LECTURE 3 CREDITS Jewish Mysticism, commonly referred to as Kabbalah, is the product of thousands of years of esoteric speculation, revelatory experience, scholasticism, pietism and risk. This course will analyze the role of mysticism in Jewish history through analysis of the major theological ideas of classical Kabbalah. The second half of the course will carry the narrative into the world of Hasidism, which has been an important influence in Conservative Judaism practically since its inception. These traditions will be examined in terms of its historical development, its relationship to mystical experiences and its sacred literature. Attention will also be paid to the relationship of Kabbalah to other kinds of mysticism, in line with general issues in the study of religious mysticism. In the second part it will engage in learning primary chassidic teachings of Chassidic Rebbes that stem from the conception of the movement till our generation. It will engage in close textual analysis of primary sources as a means of understanding the evolution of the Chassidic vocabulary and library. We will encounter the teachings of core voices in the Chassidic movement and explore the essence of their theology and spiritual legacy.

*PHL 551 DEVELOPMENT & THEOLOGY OF LITURGY*

LECTURE 3 CREDITS This class will examine Jewish liturgy through two prisms – a chronological survey of its development historically and diachronically by looking at the theology expressed in particular prayers, siddurim, and to be found in the structure of the liturgy itself.

*PHL 553 CONSERVATIVE JUDAISM: THEOLOGY, LAW, ETHICS I AND II*

LECTURE 4 CREDITS This course is an integration of the three primary areas in which Conservative Judaism's worldview and perspective offer a unique and important take on Jewish tradition and faith. Looking at the theological perspectives and insights of the leaders of the Movement, at the theories of law and their application, and at the pervasive impact of ethics, students will have a solid perspective with which to identify and through which they can face the issues confronting the Jewish world today.

*PHL 562 ISSUES OF JUSTICE*

LECTURE 2 CREDITS This course is designed to create a space within the curriculum at Ziegler in which the learning and conversation is centered on issues of justice. It will also focus students to develop a set of concepts or principles and a vocabulary, which can be transported, translated and deployed beyond the walls of this classroom and institution. The goal is to start a conversation here, which can also be engaged in outside this community and this institution. The direct practice of this course will be to engage issues of justice through and around sugyot in the Bavli.

*PHL 563 HALAKHAH OF LITURGY*

LECTURE 3 CREDITS This class will familiarize the student Jewish liturgy as an expression of halakhic priorities, categories, values, and parameters. Given that the Siddur begins as a teshuvah and is an exemplar of rabbinic rules of prayer, this course will illumine the halakhic dynamic that launched the Siddur and continues to shape its contours and its development.

Practicum (Olam).

*PRS 501 SENIOR SEMINAR/SENIOR INTERNSHIP I*

SEMINAR 3 CREDITS This workshop gives graduating senior an opportunity to reflect on their internship experiences. It also prepares them for the job search and interviewing process and other final aspects of leaving school and entering the professional world of the rabbi. The students are given an opportunity to assimilate the experiences they have accumulated over their five-year program in rabbinical school. They are also given the specific tools needed to be effective in a job interview, to write a resume, to be aware of the elements of the job search process, from application to contract negotiation.

*PRS 505 FIELD PLACEMENT*

0 CREDITS This Field Placement is an introduction to the rabbinic roles in Jewish federations and a variety of other Jewish agencies. Under the supervision of a mentor, students observe and learn about the work rabbis perform in Jewish organizations as well as the nature of rabbinic relationships with staff and lay people.

*PRS 506 FIELD PLACEMENT II*

0 CREDITS This Field Placement is an introduction to the rabbinic roles in congregations, educational institutions, and Jewish agencies. Under the supervision of a mentor, students observe and learn about the work rabbis perform in these diverse Jewish organizations as well as the nature of rabbinic relationships with staff and lay people.

### *PRS 507 SYNAGOGUE SKILLS SEMINAR*

SEMINAR 1 CREDIT Students are required to obtain a certain skills set each year prior to ordination in insure that they have the necessary skills to be shlichei tzibbur and baalei koreh of Torah, Haftarat and Megillot.

The skills that students are expected to acquire each year are sequentially determined based on level of difficulty and frequency of appearance in the synagogue service. They are skills the students will use as they participate in the Ziegler Minyanim.

### *PRS 508 FIELD PLACEMENT III*

0 CREDITS *Same as PRS 506*

### *PRS 510 HOSPITAL CHAPLAINCY*

1 CREDIT This training course is an intensive educational experience that will provide an introduction to religious counseling in a hospital setting. Supervised experiences in pastoral counseling will be supplemented by class sessions dealing with methods of pastoral counseling as well as the issues of illness and healing.

### *PRS 520 PASTORAL COUNSELING I*

LECTURE 2 CREDITS This course covers some basic aspects of psychology essential to understanding the challenges of rabbinic counseling (the unconscious, transference, and counter-transference); effective strategies in dealing with mental illness and the mental health system; pastoral counseling to the sick, dying and bereaved; and drug addiction and alcoholism.

### *PRS 521 PASTORAL COUNSELING II*

LECTURE 2 CREDITS This course will address issues of group process (e.g., on boards and committees); rabbinic counseling on family life (marriage and parenting); understanding and helping non-normative congregants (divorced, childless, homosexual); conversion and intermarriage; and mental health for the rabbi and the rabbinic family.

### *PRS 530 ADVANCED HOMILETICS I*

LECTURE 3 CREDITS An important element of a rabbi's work is effective public speaking. This course allows the students to draw on the vast corpus of knowledge and experience they have gained while in rabbinical school to write derashot and sermons. It also refines the public speaking skills they have acquired up until this point. The course also gives the students the opportunity to critique a variety of forums (synagogue services, published sermons, sermons they have heard, etc.). This helps the students to critique and improve their own public homiletical skills. Throughout the course of two semesters, students will draw upon a variety of traditional and modern sources to create and deliver sermons and derashot. The course helps students to understand the art of rabbinic speaking including subject matter, style, resources, and how to deal with difficult topics. The Professor and classmates critique these presentations. Students also review synagogue services, write a prayer commentary or an original prayer, and rabbinic letters.

### *PRS 552 JEWISH LIFECYCLES*

LECTURE 3 CREDITS This seminar explores the integration of the academic, professional and personal dimensions of begin a rabbi. It focuses on the life-cycle rituals, with special emphasis on the concept of Covenant implicit in each of them. Students explore the role of the rabbi at the key moments of personal, family and communal life, and how rabbis bring together the wisdom of the tradition with the insights of contemporary theories of individual and family psychology.

### *PRS 585 RABBI AS MANAGER*

LECTURE 3 CREDITS

### *RAB 548-01 Poskim I* (Taken in Israel)

LECTURE 3 CREDITS Through the study of specific halakhic issues, this course will provide an introduction to the process of halakhic development grounded in the Talmud, but with emphasis on the codes of law from the medieval period including: Maimonides, Tur, and Shulhan Aruch, each with its subsequent commentators. Each code will be studied from the perspective of its construction, style, and purpose, and the different codes will be compared and contrasted.

### *RAB 548-02 POSKIM II* (Taken in Israel)

LECTURE 3 CREDITS Continuation of Poskim I

### *RAB 507 INTRODUCTION TO HALAKHAH*

LECTURE 3 CREDITS This course is an introduction to the nature of Jewish law, as reflected in classical Jewish sources and in modern practice, with special attention to the practices of the Conservative movement. Specific topics covered include: The Sabbath, Festivals and Fast Days, Laws of Dietary Laws and a combination of relevant modern legal issues students must be familiar with. Students are presented with an overview of the structure of the literature of the halakhah. They are required to read specific passages from various halakhic texts, which are then synthesized through class discussion. Students are also responsible for doing independent reading of Klein (see below), which they are tested on throughout the semester. At various points throughout the semester students are also introduced to the major legal texts of the tradition and taught to navigate their pages.

### *RAB 509 INTRODUCTION TO MISHNAH & TOSEFTA/BEIT MIDRASH*

LECTURE 6 CREDITS The first Rabbinics text course is an introduction to Mishnah and Tosefta. The student learns how to parse a Mishnaic text-literally in regards to syntax and grammar of Rabbinic Hebrew; and also how to understand the style and sense of Mishnah. The same is true for Tosefta. The student then learns to understand the relationship between Mishnah and Tosefta in individual chapters. Chapters of Mishnah from various tractates and orders are studied, and the student is taught to recognize technical terms, and to be able to distinguish between layers or voices in a Mishnaic text. The student is also trained to use the popular dictionaries often utilized in rabbinic literature. At the same time the student acquires an overview of the historical background of these texts, and discussions of the development of Mishnah and Tosefta from secondary literature. This discussion is brought to bear in the classroom when appropriate. Students prepare for their classes in hevruta while supervised in the Beit Midrash.

### *RAB 510 TALMUD WITH RASHI /BEIT MIDRASH*

LECTURE 6 CREDITS The first in the sequence of Talmud course begins the process of introducing the student to the argumentation, syntax, language, and thought process of a Talmudic sugya. This is the course in which major emphasis is placed on Aramaic grammar; dividing of sugyot into questions and answers; understanding the way language functions: Aramaic vs. Hebrew; identifying the layers of sugyot (tannaitic, amoraic, stammaitic); beginning to understand Talmudic rhetoric, i.e. “technical terms”; and beginning to understand Rashi and his method.

### *RAB 511 TALMUD WITH RASHI I/BEIT MIDRASH*

LECTURE 6 CREDITS Building on and, to some extent, assuming the students’ knowledge of sugyot from RAB 510, this course continues the above description (RAB 510) and seeks to add the following goals: Enhance the student’s ability to handle Talmudic texts; give the student a better understanding of Talmud by teaching within one chapter of one tractate rather than selected sugyot; introduce the student to the commentaries of the Tosfetan school.

The student will acquire an understanding of the Toseftan project: what it is and how it differs with Rashi’s project. The student will gain a specific understanding of how a Tosafot commentary works: What are the technical terms; what are the types of questions the Tosafot asks and why; and an appreciation of the Tosafot school and the cultural context of that school of commentary is supplied through secondary readings.

### *RAB 512 TALMUD WITH COMMENTARIES II/BEIT MIDRASH*

LECTURE 6 CREDITS Building on the students’ engagement with Rashi and Tosafot, this fourth rabbinics-text course introduces the student to the more sophisticated and complicated legal and theoretical argumentation of the medieval commentators. Especial emphasis is placed on the pre- and post-Toseftan Spanish commentary tradition. At the same time, the student is made aware of the ways in which contemporary academic commentators grapple with some of the same sugyot and issues in different ways and with different methodologies.

### *RAB 524 INTRODUCTION TO MIDRASH*

LECTURE 3 CREDITS This is a shiur in important sections of the midrashim included in the anthology Midrash Rabbah, with an eye to the later collection Pirkei de-Rabbi Eliezer. It covers selected readings in Genesis Rabbah and Pirkei de-Rabbi Eliezer. Individual sections of Bereshit Rabbah are read, with an eye to analyzing the use of language in the classical Midrash, the proem, use of quotations from Tanakh, etc. Selections from the work Pirkei de-Rabbi Eliezer are also read. There is an emphasis on the structure of the given midrashic homily, with much emphasis on acquisition of reading skills. The class is taught in seminar format, with classroom participation. Each student prepares and presents materials for a given week's lecture. There is also a final exam.

### *RAB 536 TEACHING RABBINIC TEXTS AS SPIRITUAL MENTORING I*

LECTURE 2 CREDITS This course is guided to enable rabbis-to-be the use of primary sources as spiritual mentors. During the studying process, students are expected to define for themselves their roles as rabbis and teachers while articulating the strengths and weakness of different models of leadership. The primary tool for achieving these goals is in-depth learning of rabbinic and chassidic sources. We will

allow the text to function as a spiritual mentor and in such a way experience the power of such engagement with text in a direct manner. We will observe how different texts avail themselves to alternate modes of leadership and intervention. The sources with both support and challenge us as we progress. A second venue of exploration will be based on personal presentations and the presence of TEXT in our lives. The emphasis will be on the texts that have molded us into being the person we are today.

*RAB 537 TEACHING RABBINIC TEXTS AS SPIRITUAL MENTORING II*

LECTURE 2 CREDITS Continuation of RAB 536.

*RAB 538 TALMUD SYNTHESIS/BEIT MIDRASH*

LECTURE 3 CREDITS This course is an integration of high-level Talmud study with selected sugyot (Talmudic passages) that are: 1) directly relevant to current trends in modern Judaism and, 2) the foundational sources for essential areas of Jewish thought and law. Topics may include but are not limited to: Authority in halakhah, Theodicy, verbal deception, communal hierarchy and more. Special attention will be paid to both the literary structure of the passages studied as well as traditional Talmudic paradigms. Each student will be expected to present an original comprehensive analysis of one sugya during the course of the semester related to a pertinent topic in Jewish life. This course will be a combination of hevruta study in the Beit Midrash and class time going over the passages previously prepared.

*RAB 543-02 TOPICS IN HALAKHAH LEMAASEH (TAKEN IN ISRAEL)*

LECTURE 3 CREDITS This course will provide a Bekkiyut style of study of Halakhah using one particular Code as its primary text (i.e. Arukh ha-Shulchan, Mishnah Berurah, Shulchan Aruch, or other). The course will address topics in daily halakhah such as Shabbat, Yom Tov (Regalim and High Holidays), Kashrut, Niddah, Marriage/Divorce, or Aveilut.

*RAB 551 READINGS IN RABBINICS*

LECTURE 6 CREDITS The purpose of this course is to give the students an introduction to rabbinic literature in Hebrew. Emphasis is placed on gaining familiarity with the language and style of the material covered. Particular attention will be paid to the differences between Mishnaic Hebrew on the one hand, and classical Biblical Hebrew and Modern Hebrew on the other hand, in terms of grammar, syntax, style, and vocabulary. Students will also be exposed to Rashi script and increase ability to read fluently.

*RAB 551 READINGS IN RABBINIC TEXTS I (6-YEAR STUDENTS ONLY)*

LECTURE 6) The purpose of this course is to give the students an introduction to rabbinic literature in Hebrew. Emphasis is placed on gaining familiarity with the language and style of the material covered. Particular attention will be paid to the differences between Mishnaic Hebrew on the one hand, and classical Biblical Hebrew and Modern Hebrew on the other hand, in terms of grammar, syntax, style, and vocabulary. Students will also be exposed to Rashi script and increased ability to read fluently.

*RAB 571-04 TALMUD RISHONIM I (Taken in Israel)*

LECTURE 6 CREDITS As the foundation of yeshiva study, Talmud courses will meet four times a week,



with the sessions divided between Beit Midrash preparation and classroom instruction. The course will integrate the study of the Talmudic sugya and its components, associated tannaitic sources and relevant manuscripts, along with classical medieval commentaries.

*RAB 571-05 TALMUD RISHONIM I* (Taken in Israel)

LECTURE 6 CREDITS Continuation of RAB 571-04 Talmud Rishonim I

*RAB 574 ADVANCED MIDRASH* (TAKEN IN ISRAEL)

LECTURE 3 CREDITS During the second year of the Ziegler School program, students take a one semester course which includes exposure to major works of Midrash and to secondary approaches to the study of Midrash. During the Israel year, students will take two semesters of Midrash which will continue to delve deeper into Midrashic texts and their structures while also exploring the interrelations between the text and the interpretive process. (Students may opt to take one semester of this course.)

*RAB 575 TEACHING RABBINIC TEXTS*

LECTURE 2 CREDITS Jewish education is a serious issue today - getting Jews learning may be the make or break issue facing Conservative Judaism's future. This course will take the students' mastery of rabbinic literature and offer paths to apply this mastery and love in teaching it to laypeople. Special attention will be paid to choosing appropriate texts, presentation of materials, creating successful learning environments, and how to introduce our laity to the beauty of rabbinic literature. Classes will be a mixture of the professor modeling the teaching the selected rabbinic texts from our major literary sources (Talmud, Midrash, Kabbalah, Codes etc.) and students presenting a model class designed for laypeople. Learning will emanate from hands-on teaching and thoughtful critique by classmates and professionals.

*RAB 584 SPECIAL TOPICS IN TALMUD*

LECTURE 3 CREDITS This course will examine the interesting, and at times, challenging texts while continuing to develop skills and a sense of ownership of the material, deepening the understanding of Talmud and Rabbinic Judaism. Students will examine how the rabbis dealt with the issues of their world and discuss how these issues and coping techniques apply to the contemporary world and to the rabbinate.

*RAB 591 MISHNAH LAB*

LAB 0 CREDITS The primary goals of this class are to assist RAB 509-01 students to successfully complete their semester of Mishnah and Tosefta learning, and to advance to beginning Talmud study in the Spring semester. The course will work closely with the Mishnah-Tosefta teachers to determine student needs and how to best assist in accomplishing these goals.

*RAB 592 TALMUD LAB*

LAB 0 CREDITS The purpose of this course is to give the students who are studying first year Talmud texts and opportunity to study the language arts of Babylonian Jewish Aramaic. In a sense, it is a continuation of the Aramaic Intensive class from the beginning of the semester. Upon completion of the course, the student should be familiar with the grammatical forms of Babylonian Jewish Aramaic, and the basic elements of syntax and style.

## Thematic Seminars

During years four and five of the program, students choose from amongst various thematic seminars to complete 4 semesters of seminars. Seminars vary year to year and are in the area of Jewish Thought and Practical Application. Students also have the option to do a senior capstone project in lieu of one seminar. Examples of the seminars include:

### *TSM 583 BIBLE COMMENTARIES FROM THE HASIDIC/YESHIVA WORLDS (PRACTICAL)*

LECTURE 3 CREDITS Bible Commentaries from the Hasidic and Yeshiva Worlds: An Introduction to the Divrei Torah from the Hasidic rabbinical tradition as well as those that emerged from the Lithuanian Yeshivot. This course is also intended to provide students with knowledge of the content of each of the weekly parshiot and with a practical opportunity to master the skill of the D'var Torah as applied in various settings. Students will be expected to prepare texts in Hebrew for each session.

### *TSM 585 APPLIED JEWISH THEOLOGY*

LECTURE 3 CREDITS This course will expose students to the most significant issues of Jewish theology as articulated by classical and modern thinkers including revelation, the nature of God, prayer, suffering and justice. It will help enable students to form a personal theology which shapes teaching and preaching in the everyday work-life of a rabbi.

### *TSM 587 THE HISTORY OF ANTI-SEMITISM*

LECTURE 3 CREDITS There is a widespread consensus in the Jewish community and in the media, among political analysts and social activists that antisemitism is on the rise today. Future Rabbis must know how to analyze the problem, understand its scope, its roots, what is unique about contemporary antisemitism and how it is both similar and different than previous manifestations of antisemitism. The must also be able to speak knowledgeably to the Jewish community, to fellow clergy, to political and intellectual leadership and to the general community about the problem and can be done about it.

### *TSM 593 JUDAISM AND BIOETHICS (JEWISH THOUGHT)*

**LECTURE 3 CREDITS This course explores the ethical issues involved in the following topics through secular and Jewish approaches to them: (1) The physician-patient relationship: the duties of physicians and patients; models of the physician-patient relationship; truth-telling and confidentiality; informed consent; medicine in a multicultural society. (2) Contested therapies and biomedical enhancement. (3) Human and animal research. (4) The end of life: preparing for death; defining death; removal of life support in dying patients; aid in dying; suicide; organ transplantation. (5) The beginning of life: preventing pregnancy through birth control or abortion; artificial reproductive techniques; embryonic stem cell research; genetic testing and interventions. (6) The distribution of health care.**

### *TSM 595 CONCENTRATION PROJECT*

3 CREDITS As in the current curriculum, in fall of Year Five, students have the option to complete a final project, subject to the approval of the Ziegler Steering Committee. That project will be text based, demonstrating both mastery of the field and also ability to apply the rich textual heritage of that field to

the spiritual, ethical, practical and historical concerns of today's Jews. It can be a research paper, a creative project, an annotated curriculum, or a comprehensive exam on an agreed body of reading. Parameters for the culminating project will be set by the Steering Committee in dialogue with the student, and will be designed to demonstrate understanding, recall, mastery, the use of primary texts, and synthetic creativity.

### **Ziegler School of Rabbinic Studies Faculty**

*RABBI DR. BRADLEY ARTSON*, Dean, B.A. Harvard University; M.A. Jewish Theological Seminary; DHL, Hebrew Union College

*RABBI CHERYL PERETZ*, Associate Dean, B.A. Barnard College; M.B.A., Baruch College; M.A.R.S., University of Judaism

*RABBI SARA BERMAN*, B.A., University of California, Santa Cruz; MHL, University of Judaism

*RABBI RICHARD CAMRAS*, B.A., University of California; B.Lit., University of Judaism; MHL, Jewish Theological Seminary

*DR. ARYEH COHEN*, B.A. Hebrew University; M.A., Ph.D., Brandeis University

*JACOB CUNNINGHAM*, B.A. University of California, Santa Cruz; M.A. University of California, Los Angeles

*JANET STERNFELD-DAVIS*, B.A., Rutgers University; M.A., American Jewish University

*DR. ELLIOT DORFF*, B.A., Columbia College; Ph.D., Columbia University

*RABBI EDWARD FEINSTEIN*, B.A., University of California, Santa Cruz; B.Lit., University of Judaism; M.A., Jewish Theological Seminary; M.A., Columbia University

*RABBI NINA BIEBER FEINSTEIN*, B.A., Brandeis University; M.A., Jewish Theological Seminary

*RABBI PATRICIA FENTON*, B.A., University of California, Berkeley; M.A., Jewish Theological Seminary

*RABBI SHAWN FIELDS-MEYER*, B.A., University of Pennsylvania; MHL University of Judaism

*DR. PINCHAS GILLER*, B.A., Columbia College; M.S., Rabbi, Yeshiva University; Ph.D., Graduate Theological Union

*RABBI ADAM GREENWALD*, B.A., University of California, Los Angeles; M.A., American Jewish University

*RABBI DR. ABRAHAM HAVIVI*, A.B., Brown University; M.D., University of Pennsylvania

*DR. GAIL LABOVITZ*, B.S., New York University; M.A., M.Phil., Ph.D., Jewish Theological Seminary

*DR. CANDICE LEVY*, B.A., Yeshiva University; M.A.R.S, University of Judaism; Ph.D., University of California, Los Angeles

*RABBI DR. ROBERT WEXLER*, B.A. University of California, Los Angeles; B.Lit., University of Judaism; M.A. Jewish Theological Seminary; M.B.A., Baruch College; M.A. University of California, Los Angeles; Ph.D., University of California, Los Angeles

*DR. RON WOLFSON*, B.A., M.A., Ph.D., Washington University; M.A., University of Judaism

*DR. ZIONY ZEVIT*, B.A., University of Southern California; M.A., Ph.D., University of California, Berkeley

## Dual Degrees

**Students at American Jewish University may obtain two degrees simultaneously by electing to enroll into dual degrees. Dual degrees require students to complete separate admissions application and fulfill all admissions requirements for acceptance into each degree program. Students enrolled in dual degrees may complete degree requirements for each discipline simultaneously or concurrently during the same term, as specified by the Dean(s) of the dual programs. As a result of completing dual degree requirements, students may earn two degrees.**

It is also STRONGLY recommended students speak with Financial Aid at [financialaid@aju.edu](mailto:financialaid@aju.edu) prior to enrolling in a second degree to understand how their second degree may impact their financial aid

### **Bachelor of Arts & Master of Arts in Education Dual Degree Requirements**

The dual degree for a BA/MAEd enables committed and industrious undergraduate students to apply for a Master of Arts in Education (MAEd) in conjunction with their College of Arts and Sciences undergraduate degree. College of Arts and Sciences (CAS) undergraduate students must submit an application for admissions to the MAEd program with the School for Jewish Education and Leadership and meet all entry requirements outlined. The School for Jewish Education and Leadership will only review applications from CAS undergraduates once they have successfully completed 75.0 semester units. Students in the joint program must complete all MAEd course requirements and proficiency requirements of the program as listed in the academic catalog. An undergraduate student may apply up to 28.0 MAEd semester units towards their undergraduate requirements, in consultation with their undergraduate advisor.

### **Master of Arts in Rabbinic Studies and Master of Arts in Education Dual Degree Program**

#### **Master of Arts in Rabbinic Studies and Master of Business Administration Dual Degree Program**

The Ziegler School participates in two dual degree programs. Ziegler students may elect to earn a Master of Arts degree in Education through the School for Jewish Education and Leadership or a Master of Business Administration through the School of Enterprise Management & Social Impact in addition to their Master of Arts in Rabbinic Studies. Students must complete the admissions requirements and course requirements for each degree in which they participate.

All Rabbinical applicants who wish to earn the M.A.Ed. degree and/or M.B.A degree in addition to their M.A.R.S degree must apply separately to each respective program. For more information, please review the admissions procedures for the School for Jewish Education and Leadership or AJU School of Enterprise Management & Social Impact.

# Financial Aid / Tuition



## Federal and State Financial Assistance Programs

Student financial assistance is available to qualified U.S. citizens and eligible non-citizens with a valid high school diploma (or equivalent). Students applying for student financial assistance begin the application process by completing the Free Application for Federal Student Aid (FAFSA). The FAFSA may be completed online at [Studentaid.gov](http://Studentaid.gov). Assistance with the FAFSA can be provided to applicants by contacting their assigned financial aid advisor. The U.S. Department of Education will send an email to the applicant within 1-3 business days to notify them that their application was processed. The information collected on the FAFSA is used to calculate a family's Expected Family Contribution (EFC). This EFC is used by the Office of Financial Aid to determine each individual student's eligibility for federal and state financial aid.

The Office of Financial Aid receives notification from the U.S. Department of Education electronically regarding a student's FAFSA in the form of an Institutional Student Information Report (ISIR). Applicants selected for a process called "verification" may be contacted by the Office of Financial Aid to provide additional documents, such as student and/ or parent tax transcripts, verification of untaxed income, or benefits or other documents required to determine eligibility. Failure to do so will result in loss or non-receipt of aid. Student financial assistance is awarded for an academic year (up to three semesters).

A student's eligibility for need-based financial assistance is determined by subtracting the EFC from the cost of attendance for the course of study. A student's cost of attendance includes tuition and fees, books and supplies, housing, personal, and transportation costs. Other costs are based on a standard expense budget as determined by the California Student Aid Commission.

Financial assistance funding is disbursed every semester throughout the duration of the program of attendance. Funds from the various financial assistance programs (described herein) are not always disbursed in the same way or at the same time. Federal and State financial aid funds are sent to the school via electronic funds transfer. Students will be notified of Federal loan disbursements via email. Note: All Financial Aid documents must be submitted no later than one week prior to registration.

For additional information about federal, state, and University financial aid programs, eligibility determination, and application procedures, please contact Office of Financial Aid at [financialaid@aju.edu](mailto:financialaid@aju.edu).

## Student Loan Responsibilities

If a student obtains a loan to pay for an educational program, the student will be responsible for repaying the full amount of the loan plus interest, less the amount of any refund or returns paid back to the lender by the school. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.

## Financial Assistance Programs

### Federal Supplemental Educational Opportunity Grant (FSEOG)

The FSEOG is for undergraduate students with exceptional need and is not repaid. This program is

funded by the Department of Education and administered by the school's Office of Financial Aid. Please note that these funds are limited, and awards are offered on a "first come / first served" basis.

## **Loans**

All student loans must be repaid. There are two categories of educational loans available:

1. Need-Based (Subsidized Federal Direct Stafford loans)
2. Non-Need Based (Unsubsidized Federal Direct Stafford loans, Parent PLUS loans, and Direct PLUS (Grad) loans).

### **Federal Direct Loans**

Borrowers are required to repay these loans even if they do not complete their education. The Direct Loan is a federal loan awarded when you complete a FAFSA. The amount available depends on your grade level, and there may be an option to add an additional loan if your parents did not qualify for a Direct Parent PLUS loan. A credit check is not required for this type of loan, which typically carries the lowest interest rates available.

Interest on the loan begins accruing as soon as the first of the funds are distributed, but if you qualify for the subsidized version of the loan, the government will pay that interest while you're in school. For students who demonstrate a need for a subsidized Direct Loan, the government will pay the interest on the loan during the time in school and the specified grace period. Students who have a calculated need (for less than the maximum on the Direct Loan) may borrow the difference in an Unsubsidized Direct Loan and will be responsible for the entire interest on that portion of the loan.

**Subsidized Federal Direct Stafford loans** are need-based loans. Interest does not accrue while a student is in school, during grace period, or during in-school deferment. Students can borrow from \$3,500-5,500 depending on year in school (grade level). Repayment begins six months after the students last date of attendance (LDA) with a minimum monthly payment of \$50.00 USD per loan.

**Unsubsidized Federal Direct Stafford Loans** are non-need-based loans. Interest accrues while students are enrolled in school and during the six-month grace period. Annual maximums vary depending on whether the student is a dependent or independent. Loans range from \$5,500 to \$12,500 per year, depending on your year in school (grade level) and your dependency status. Direct Unsubsidized Loans have an annual limit of \$20,500 for graduate or professional students. Repayment begins six months after the students last date of attendance (LDA) with a minimum monthly payment of \$50.00 USD per loan.

**Parent Loans for Undergraduate Students (PLUS)** are non-need-based loans and are for parents of dependent financial aid applicants. The Parent PLUS loan is credit-based, offers a fixed interest rate determined by Congress annually, and allows parents to borrow up to the cost of attendance, minus other student aid awarded. The interest rate on the Direct Parent PLUS Loan is higher than the Direct Loan made to students, but typically lower than a private loan. Interest will begin accruing as soon as the first disbursement of funds is made, but repayment is delayed until 60 days after the loan is fully



disbursed, or when completing the application you may choose to defer payment until after your student leaves AJU.

**Direct PLUS Loans (Grad PLUS)** for Students are non-need, credit-based loans that graduate students may borrow on their own behalf. Repayment begins within sixty days after the loan is fully disbursed or may be deferred until six months after the student graduates or drops below half-time status, when requested by the student. Students may borrow up to the cost of attendance (COA) less any other financial aid.

### **Loan Borrower's Rights and Responsibilities**

Students borrowing a Direct Loan have the right to a grace period before repayment period begins. The grace period begins after the last date of attendance or after a drop below half-time status as defined by the school. The exact length of the grace period will be shown on the promissory note provided by the Department of Education. Borrowers must be given a repayment schedule that specifies when the first payment is due as well as the number, frequency and amount of all payments. Borrowers must be given a list of deferment and cancellation conditions.

### **Required for all Student Loan Borrowers**

By signing a promissory note, students agree to repay their loans according to the terms of the note. This note is a binding legal document. This commitment to repay includes repaying the loan even when the educational program is not completed, the student does not get a job after completing the program or is dissatisfied with the program. Failure to repay the loan on time, or according to the terms in the promissory note, may result in loan default, which has very serious consequences. Loan payments must be paid even if the student did not receive a bill. Billing statements and coupon books are sent as a convenience but are not an obligation. Borrowers that have applied for a deferment must continue to make payments until the deferment is processed. Failure to make payments may result in default. Always maintain copies of all deferment request forms and document all contacts with the organization that holds the loan(s). The organization that holds the loan(s) must be notified if any of the following occur: graduation, withdrawal from school, dropping below half-time status, name or address change, or Social Security number change, or transfer to another school. Before receiving a first disbursement, students must attend an entrance interview. Before leaving school, students must attend an exit interview.

## **Federal Student Loan Repayment Information**

Before leaving school, students must receive the following information about their Federal Student Loan(s) in an exit interview:

1. The average monthly repayment amount based on the total amount borrowed.
2. The name of the organization that holds the loan(s), where to send loan payments, and where to write for loan questions.
3. The fees expected during the repayment period.
4. A description of deferment and cancellation provisions.
5. A description of repayment options, such as prepayment, refinancing and consolidation loans.

6. Debt management advice (if requested).
7. Updated contact information (collected from student).

## Veterans

Veterans of the U.S. Armed Forces applying to this school who are NOT receiving the Post 9/11 GI Bill®, must make arrangements to pay tuition through means other than veterans (VA) benefits (e.g., cash or financial aid). Students receiving Post 9/11 benefits (Chapter 33) will have any eligible tuition payments paid directly to the school. All housing allowances (BAH) will be paid directly to the student. Students receiving other forms of VA benefits (Chapters 30, 35, 1606 /1607) will receive their monthly benefit directly from the Department of Veteran Affairs. Students can apply for VA benefits online at [www.ebenefits.va.gov](http://www.ebenefits.va.gov). Paper forms are available for download on this site as well if needed.

Students receiving VA benefits must submit transcripts from any previously attended college(s) for the evaluation of credits. Any allowable transfer credits will be recorded, and the length of the program will be shortened proportionately. American Jewish University will guide veterans through the application process, but cannot determine eligibility, and accepts no responsibility for payments made directly to students. Please contact the Office of Financial Aid at [financialaid@aju.edu](mailto:financialaid@aju.edu) for any additional questions. For Post 9/11 GI Bill® (Ch 33) students and VA Vocational Rehabilitation and Employment (Ch 31) students, American Jewish University's tuition policy complies with 38 USC 3679(e) which means Post 9/11 and Vocational Rehabilitation and Employment students will not be charged or otherwise penalized, in any way due to a delay in VA tuition and fee payments. This includes: the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds. All persons seeking enrollment must meet American Jewish University's general admissions policies. More information about education benefits offered by VA is available at the official U.S. government website at [www.benefits.va.gov/gibill](http://www.benefits.va.gov/gibill).

## Non-U.S. Citizens

Students who are planning to attend American Jewish University with an M-1 or F-1 Student Visa are ineligible to receive U.S. financial assistance. We recommend that international students contact the Department of Student Financial Assistance in their home country for information on financial aid offered by that country.

U.S. financial aid programs are only available to U.S. citizens or students who are in one of the following categories:

1. U.S. permanent residents who have an Alien Registration Receipt Card (I-151 or I-551).
2. Other eligible non-citizens with a Departure Record (I-94) from the U.S. Immigration and Naturalization Service showing specific designations.

## Applying for Financial Aid

To qualify for federal and state grant and loan programs, students must meet the minimum requirement for "full time" status which is twelve (12.0) units per semester for undergraduate students and nine (9.0) units per semester for graduate students.

To qualify for most AJU tuition and/or housing grants (when available), CAS, MAEd, and ZSRS students must be registered for at least 12 credits per semester. MAT students must be registered for at least nine credits per semester. BAECE must be registered for at least 10 credits per semester and MAEDECE students must be registered for 8 credits. MBA students must be registered for at least 6 credits per semester.

To be eligible for financial aid, students must be admitted to a degree program as a full-time student and must provide the following to the AJU Office of Financial Aid:

1. Applicants must file Free Application for Federal Student Aid (FAFSA) at <http://www.fafsa.ed.gov/>.
  - a. List the American Jewish University, federal school code number **002741**.
2. A completed AJU Financial Aid Application Financial Aid Form

Other forms may be requested or required as well.

Online Financial Aid Applications and Forms are available on our website at [www.aju.edu](http://www.aju.edu) under financial aid or click here: <http://currentstudents.aju.edu/Default.aspx?id=6047>

The priority deadline for applying for financial aid is March 2nd prior to the fall enrollment date. After that date, aid is awarded on a funds-available basis.

For additional information about federal, state, and University financial aid programs, eligibility determination, and application procedures, please contact the Office of Financial Aid at [financialaid@aju.edu](mailto:financialaid@aju.edu).

## Determining “Need”

Calculations used to determine need are standardized by federal regulation and AJU policy, as follows:

Cost of Attendance	<i>Budget for the Academic Year: tuition, fees, room &amp; board, transportation, books, personal expenses</i>
- Expected Family Contribution	<i>Calculated from data provided on FAFSA</i>
<hr/>	
<b>= Student’s Financial Need</b>	“Need” = student’s maximum eligibility for aid.

## Cost of Attendance Calculator

To find out what your financial aid package from American Jewish University might look like, use the online [Financial Aid Calculator](#) to get a quick estimate of your financial aid eligibility, as well as an estimate of your federal expected family contribution (EFC) so you can determine your true out-of-pocket costs if you attend.

## Scholarships & Grants

The Graduate programs at AJU offer various scholarships and opportunities based on need and merit. Check with your individual graduate program to learn more about available scholarships or view options here <https://www.aju.edu/financial-aid/funding-options/aju-scholarships-and-grants>.

AJU also encourages students to explore outside scholarships (ie, not funded by the institution) that may be available to them depending on various criteria and can be both need and merit based. The Office of Financial Aid can suggest ways to search for outside scholarships, including online and within your local community.

## Return of Title IV Provisions and Procedures

All institutions participating in the Federal Student Aid (FSA) Programs are required to use a federally recognized payment period to determine the amount of SFA Program Funds a student has earned when he or she ceases attendance based on the payment period the student was in attendance. A payment period at this institution is the semester.

This applies to:

1. Students who were awarded Title IV loans and/or grants in the quarter in which they have withdrawn. This includes funds that were or could have been disbursed under federal regulations, as students may be entitled to a Post-Withdrawal Disbursement for funds they were eligible for, but were not disbursed prior to the withdrawal.
2. Students who withdraw before the 60% point of the semester. The percentage is calculated by dividing (a) the number of days from the first day of school to and including the withdrawal date by (b) the total number of days in the semester from the first day to and including the last day of semester.

Students must return Title IV program funds in the following order:

1. Unsubsidized Direct Loans
2. Subsidized Direct Loans
3. Direct PLUS Loans
4. Federal Pell Grants
5. FSEOG

If the R2T4 calculation results in a credit balance on the student's account it will be disbursed no later than 14 days after the calculation of R2T4. 34 C.F.R. §668.164(h). Title IV funds that the student has earned but have not yet been disbursed to the student will be received in the form of a check. Grants must be disbursed within 45 days. Loans must be offered to the student within 30 days, allowing the student at least 14 days to respond. 34 C.F.R §668.22 (a)(5) and (6); 34 C.F.R. §668.164(j)

The last date of attendance (LDA) for withdrawals will be calculated based on user-activity for online or distance education student or determined based on last date of attendance of in-residence/on-campus courses or the date of submitted withdrawal (if the request to Withdraw is for a future term ie: withdrawing at the end of the Spring term for the Fall term).\*

Number of days completed = Percentage completed Number of days in period (rounding the third decimal place up if the fourth decimal place is 5 or more).

*\*Scheduled breaks of at least five consecutive days are excluded from the total number of calendar days in a payment period (numerator) and the number of calendar days completed in that period (denominator). Days in which a student was on an approved leave of absence are also not included in the calendar days from the payment period or period of enrollment.*

### **Return of Unearned FSA Program Funds**

The school must return the lesser of the amount of FSA program funds that the student does not earn or the amount of institutional cost that the student incurred for the payment period, multiplied by the percentage of funds that was not earned. If the institution must return federal funds received by students who withdrew prior to completing the 60% of a given payment period, the student may owe the school for the portion of funds returned that the institution is otherwise entitled to, based on the school's approved and applicable refund policy. Return of Title IV Worksheets are available upon request from the Office of Financial Aid. Return must be as soon as possible but no later than 45 days after determining the student has withdrawn. 34 C.F.R. §668.22(g) and (j).

### **Additional Return and Repayment Information**

The word "refund" in the Title IV General Provisions refers to a refund of school charges that the school makes to a student, usually after the student has withdrawn from school. If the student received federal financial aid, a portion of the refund must be returned to those programs.

Based upon the date a student withdraws, as determined by the Registrar, the student may receive a full or partial refund of tuition, housing, and mandatory fees. This refund will not impact the Return of Title IV Aid Calculation but will affect the amount of money a student may owe back to the University for withdrawing.

Beginning with the first day of classes, the AJU will refund fees based upon the period of attendance prior to the day when the withdrawal is filed as shown on the chart.

### **Student Refund Schedule**

Period	% of Refund	Description
First Day of Classes - Add/Drop Date	100	100% Refund excluding Registration Fees
Add/Drop Date - 60% in the period of enrollment (before ten weeks in the semester)	50	50% Refund of the Tuition Charges ONLY
After 60% in the period of enrollment	0	No Refund

**Housing and Meal Plan Charges:** will be refunded based upon the number of calendar days (not school days) elapsed when the withdrawal is filed for the semester

Information regarding the actual date for each corresponding refund percentage can be obtained from the Academic Calendar (<https://www.aju.edu/current-students/academic-calendar>).

If a refund is due to a financial aid student, the Office of Financial Aid uses the Return to Title IV form provided by the US Department of Education to calculate an R2T4. The Registrar's Office is the office on-campus where a student can notify the University of their Intent to Withdraw. The Registrar will report that information to the Office of Financial Aid to be used in the R2T4 calculation.

If a Cal Grant student withdraws after the Add/Drop period, no refund to CSAC is required. Cal Grant funds may not be used for reimbursement to the federal government.

AJU may allocate and pay a refund or Return to Title IV program funds that are due to the Department of Education on behalf of the student if necessary. The student will be billed by AJU and will be responsible for re-paying the institution directly as required.

## Withdrawals

### Adding/Dropping/Withdrawing from Courses

Digital forms for adding, dropping, or withdrawing from a course are available from the Office of Registrar Services via email to registrar@aju.edu. All such requests require authorization from the student's academic advisor prior to processing. Students may add or drop a course during the drop/add period as described in the [Academic Calendar](#). Courses dropped during the drop/add period will not appear on a student's transcript.

After the drop/add period, students may withdraw from courses up until the sixth week of the semester only with prior authorization from the instructor and their academic advisor. Students will receive a grade of "W" on their transcript for these courses. A grade of "W" will display as attempted credits and will not impact the term grade point average (GPA).

Only medical or emergency withdrawals (described below) are allowed after the sixth week of the semester. Except for a medical or an approved emergency withdrawal, withdrawal from a course after the sixth week of classes is not permitted; students who stop attending a class after the sixth week will receive a grade of F for that course, which will be factored into their GPA. The Office of Registrar Services notifies the Office of Financial Aid of late withdrawals. Any exceptions to these policies must be approved by the Dean of the Program.

## Withdrawal from the University

After the drop/add period, students may withdraw from courses up until the sixth week of the semester only with prior authorization from the instructor and their academic advisor. Students will receive a grade of “W” on their transcript for these courses. A grade of “W” will display as attempted credits and will not impact the term grade point average (GPA). A student who wishes to withdraw from the University must submit a withdrawal form from the Office of Registrar Services, specify which semester will be their last semester, and obtain all necessary authorizations.

## Administrative Withdrawal

If a student’s behavior is not conducive to a successful collegiate learning environment, an instructor has the right to remove the student from a course. Should a student be banned from attending a course for the remainder of the semester, the student will be administratively withdrawn from that course.

A student may be subject to administrative withdrawal (expulsion) from the University for acts of academic dishonesty, violation of the Honor Code, as well as for behavioral or non-academic matters if it is determined that the student is a threat to themselves or others, and/or has caused or is likely to cause a disruption to the academic environment or campus community.

A student may be withdrawn from a program for reasons including but not limited to the following:

- Violation of student conduct policies.
- Failure to pay tuition or fees.
- Failure to re-register for courses in fulfillment of program requirements.
- Two consecutive semesters of non-satisfactory academic progress.

Students who do not register or return to AJU for the next consecutive term will be institutionally withdrawn from AJU based on failure to return to the campus. Additionally, students who do not demonstrate online participation (for distance education courses) or are absent for 2 consecutive weeks and have not alerted the University of any planned absences will be institutionally withdrawn from AJU. This policy applies to all students, except students on an approved Leave of Absence. Students will receive a grade of “W” on their transcript for these courses. A grade of “W” will display as attempted credits and will not impact the term grade point average (GPA).

The last date of attendance (LDA) for withdrawals will be calculated based on user-activity for online or distance education student or determined based on last date of attendance of in-residence/on-campus courses for the last term they attended.

## Medical Withdrawal Policy

Any student seeking a medical or emergency withdrawal from AJU must secure the appropriate approvals through AJU's petition process. Medical or emergency withdrawals may be granted based on certain documented, extenuating emergency or medical circumstances. The petition may be granted only if all required approvals are obtained. The last date of attendance (LDA) for withdrawals will be calculated based on user-activity for online or distance education student or determined based on last date of attendance of in-residence/on-campus courses. Students will receive a grade of "W" on their transcript for these courses. A grade of "W" will display as attempted credits and will not impact the term grade point average (GPA).

Digital petition forms are available from the Office of Registrar Services via email at registrar@aju.edu. A completed form, along with verifying documentation (ie: from the student's personal physician), should be uploaded within the form submission. The Office of Registrar Services will submit the request to the Academic Program Dean for initial approval. If approved, the request will then be submitted to the Office of Academic Affairs for review by the Vice President of Academic Affairs. All medical withdrawal petitions must be approved by the Vice President of Academic Affairs and the Academic Program Dean. Normally, a medical or emergency withdrawal constitutes complete withdrawal from the University for one semester up to one academic year. A partial medical withdrawal may be granted if sufficient medical grounds exist, and specific documentation is provided by the student's physician. A partial medical withdrawal includes withdrawing from individual courses when documentation demonstrates that the student will be unable to compete the specific class requirements.

Students who are granted a medical withdrawal from the university during the first two weeks of the semester are eligible for a 100% refund. Students who are granted a medical withdrawal from the university during the third through sixth weeks of the semester are eligible for a 50% refund.

In all cases where a student either does not appropriately request a withdrawal or is not granted one, they will be held to the standard requirements of a course and/or program.

If a medical withdrawal is granted, a medical reevaluation from the student's personal physician may be required for re-enrollment. Students who withdraw from the University for more than one year may be required to reapply to the University.

## Maximum Allowable Units

Students who fail to complete a program before reaching the maximum allowable number of units attempted will be terminated from the program. Credits or units counted as units attempted per



evaluation period include units transferred into the program, units completed, courses receiving letter grades of D or F (that are not repeated for credit), and courses designated on the transcript as “I” and “W.” The maximum allowable number of units that may be attempted for each program is:

- |  |            |
|--|------------|
| • Bachelor of Arts (College of Arts and Sciences)          | 180 units  |
| • Bachelor of Arts in Early Childhood Education            | 90 units   |
| • Master of Arts in Education                              | 81 units   |
| • Master of Arts in Education in Early Childhood Education | 57 units   |
| • Master of Arts in Rabbinic Studies                       | 270 units  |
| • Master of Arts in Teaching                               | 61.5 units |
| • Master of Business Administration                        | 54 units   |

## Minimum Unit Completion Requirements

To maintain Satisfactory Academic Progress, all students must complete (i.e. pass with a grade of C- or above for undergraduate, C or above for graduate level programs) a minimum number of units within a certain period of time depending on their program and enrollment status. Minimum unit completion requirements for each program and status are listed below.

### **BACHELOR OF ARTS – COLLEGE OF ARTS AND SCIENCES DEGREES**

The minimum unit completion requirement per academic year (two semesters) for each enrollment status is as follows:

- Full-time (12 or more units per term)\*: 24 units
- Part-time (6-8 units per term): 15 units
- Less-than-part-time: less than 6 units per term

### **BACHELOR OF ARTS – EARLY CHILDHOOD EDUCATION DEGREE**

The minimum unit completion requirement per academic year (three semesters) for each enrollment status is as follows:

- Full-time (10 or more units per term)\*: 30 units
- Part-time (6-8 units per term): 15 units
- Less-than-part-time: less than 6 units per term

### **MASTER OF ARTS IN EDUCATION**

The minimum unit completion requirement per academic year (two semesters) for each enrollment status is as follows:

- Full-time (12 or more units per term)\*: 24 units
- Part-time (6-8 units per term): 15 units
- Less-than-part-time: less than 6 units per term

## **MASTER OF ARTS IN EDUCATION IN EARLY CHILDHOOD EDUCATION**

The minimum unit completion requirement per academic year (three semesters) for each enrollment status is as follows:

- Full-time (6-8 units per term)\*: 18 units
- Part-time (3-4 units per term): 9 units
- Less-than-part-time: less than 9 units per term

## **MASTER OF ARTS IN RABBINIC STUDIES**

The minimum unit completion requirement per academic year (two semesters) for each enrollment status is as follows:

- Full-time (12 or more units per term)\*: 24 units
- Part-time (6-8 units per term): 15 units
- Less-than-part-time: less than 6 units per term

## **MASTER OF ARTS IN TEACHING**

The minimum unit completion requirement per academic year (two semesters) for each enrollment status is as follows:

- Full-time (12 or more units per term)\*: 24 units
- Part-time (6-8 units per term): 15 units
- Less-than-part-time: less than 6 units per term

## **MASTER OF BUSINESS ADMINISTRATION**

The minimum unit completion requirement per academic year (six terms) for each enrollment status is as follows:

- Full-time (6 units per term)\*: 36 units
- Part-time (3 units per term): 18 units
- Less-than-part-time: less than 9 units per year

\*Students wishing to enroll in fewer than 12 units per term must request approval by their Academic Advisor and submit a Multiple Petition Form with the Office of Registrar Services. Students who need fewer than 12 units to complete their program may register for said units through the Office of Registrar Services.

## **Satisfactory Academic Progress & Financial Aid**

Federal regulations require all institutions that participate in Title IV aid programs to define and monitor satisfactory academic progress (SAP) for all financial aid recipients. The standards must meet all Federal requirements and be equal to or more stringent than the SAP standards for non-financial aid recipients.

All students, regardless of whether they receive financial aid or not, are required to meet both qualitative and quantitative standards for Satisfactory Academic Progress while attending American Jewish University. This policy ensures that students are progressing through their programs of study and identifies students who may be at risk of failing. Refer to the respective headings in this section of the academic catalog:

- Grade point average (GPA) requirements.
- Minimum unit completion requirements.
- Maximum allowable units.

### **SAP DEFINED**

Undergraduate students with a cumulative GPA (Grade Point Average) of less than 2.0, or graduate students with a cumulative GPA of less than 3.0 in their active program of study or students that have completed less than 66.66% of their cumulative attempted units in their active program of study have not met the minimum requirements for Satisfactory Academic Progress (SAP) for that program. For Academic purposes, SAP is reviewed at the end of each semester. For Financial Aid recipients, SAP is reviewed for Financial Aid eligibility at the end of each year.

All students are monitored for SAP at the end of each semester, including summer semesters when enrolled. AJU has distinct policies for SAP for Financial Aid and Registrar Services. All students are monitored for SAP through both the Office of Financial Aid and Office of Registrar Services. A student may be concurrently placed on Academic Probation with the Office of Registrar Services and SAP Financial Aid Warning with the Office of Financial Aid.

The institution checks SAP annually, the third semester cannot automatically be used as a probationary semester unless the students are appealing at the end of the academic year and then have an approved appeal to be on probation for the subsequent semester. The student probation, warning, and appeal will apply for the next semester in which the student is enrolled. This is regarding appealing Financial Aid due to SAP. For Academic SAP, this is checked every semester and places students on Probation the subsequent term. More information on the differences is further discussed below in the header Satisfactory Academic Progress: Financial Aid & Academic Implications.

Students not maintaining SAP will receive a letter and email from the Office of Registrar Services, indicating any deficiencies, the actions required to resume meeting SAP, and the time in which these actions must be completed. Students receiving financial aid who are not maintaining SAP will also receive a letter from the Office of Financial Aid, indicating any deficiencies, the actions required to resume meeting SAP, and the time in which these actions must be completed. Students receiving such letter are strongly advised to speak to their Academic Advisors as soon as possible.

The following SAP standards must be met:

### **1. Cumulative Grade Point Average (GPA) – Qualitative Component**

- Students must be in good academic standing to receive federal financial aid. This means a student must meet the following minimum cumulative GPA requirements:
  1. Undergraduate students are required to maintain a 2.0 GPA.
  2. Graduate students are required to maintain a 3.0 GPA.
  3. Certain merit-based award recipients must have a minimum of a 3.0 GPA to renew their scholarship.

### **2. Minimum Completion Rate for Attempted Unit Hours – Pace (Quantitative) Component**

- Students must demonstrate progress by accumulating academic units at a rate that indicates graduation in a timely manner. A student who is not progressing towards graduation at the defined Completion Rate will not receive federal financial aid regardless of GPA.
- Students must complete at least 66.66% percent of all cumulative attempted unit hours in order to be eligible for federal financial aid. The cumulative attempted unit hours include all transfer units accepted by American Jewish University and noted on the academic transcript.
- The following designations are considered to be attempted credit hours but are not considered to be successfully completed: “W,” “I,” “NG,” and “F” grades.
- Courses repeated for any reason will be counted as attempted unit hours for determining the calculation of GPA used for SAP. Repeated courses with passing grades will not be counted as completed/earned units unless they would also appear on the academic transcript.

### **3. Degree Completion Maximum Time Frame**

- The maximum timeframe for completion of undergraduate certificate or degree programs may not exceed 150 percent of the length of the program. This provision does not apply to graduate programs.
- There is no specific federal financial aid policy regarding maximum time frame for degree completion for graduate and professional students.

## **Satisfactory Academic Progress: Financial Aid & Academic Implications**

AJU has distinct policies for SAP for Financial Aid and Registrar Services. All students are monitored for SAP through both the Office of Financial Aid and Office of Registrar Services. A student may be concurrently placed on Academic Probation with the Office of Registrar Services and SAP Financial Aid Warning with the Office of Financial Aid. The following information details the specific policies regarding SAP Financial Aid Warning, SAP Academic Probation, and SAP Academic Termination.

### **SAP FINANCIAL AID WARNING**

A student who fails to maintain the cumulative GPA and/or meet Pace (Completion Rate) standards is automatically placed on Federal Financial Aid Warning for the next registered semester.

- A student will receive an email to their AJU email address regarding the Satisfactory Academic Progress standards that must be met by the end of the warning period in order to retain eligibility for future federal financial aid.
- If the student is still not making Satisfactory Academic Progress after the warning period, the student will become ineligible for federal financial aid until all SAP standards are once again met. Notification to students will be sent via email to their AJU email address regarding the Satisfactory Academic Progress standards that must be met by a specific term in order to retain eligibility for financial aid.

Any student that does not meet the minimum requirements for SAP at the end of the Financial Aid Warning payment period/semester will be ineligible for federal financial aid. Students will receive an electronic notification detailing the appeal process for mitigating circumstances. Appeal process is described in detail below under the header Appeal Process SAP Financial Aid.

### **SAP ACADEMIC PROBATION**

Students that fail to meet SAP for one consecutive semester are placed on SAP Academic Probation and required to attend mandatory academic advising by their Academic Advisor. An academic plan will be created and must be followed by the student. Students that fail to meet SAP Academic Probation for the proceeding semester after being placed on SAP Academic Probation are subject to SAP Academic Termination and may be dismissed from the program.

Students on SAP Academic Probation will be placed on SAP Financial Aid Warning and are ineligible for financial aid unless the SAP Financial Aid Warning status is appealed; appeals may be approved or denied. Students appealing the SAP Financial Aid Warning status with Financial Aid must submit an appeal to Financial Aid for review. Approved appeals will result in a reinstatement of the student's financial aid eligibility. Students whose appeals have been accepted will be notified by email to their AJU email address of SAP Financial Aid Warning Appeal status. Students in SAP Financial Aid Warning Appeal status that fail to follow their academic plan will lose their eligibility for student financial assistance and will be dismissed from attendance. Appeal process is described in detail below under the header Appeal Process SAP Financial Aid.

### **SAP ACADEMIC TERMINATION**

Students that fail to meet SAP for two consecutive semesters are reviewed to see whether or not the academic plan was met. Students that fail to meet the requirements specified in their academic plan will no longer be eligible for student financial assistance and will be terminated from their program of study at AJU.

Students who wish to re-enroll after SAP academic termination must petition for reinstatement and, if approved, may be subject to a waiting period and may also be required to create and adhere to an academic plan through the School's Dean and/or the Office of Academic Affairs prior to returning to AJU. See header Reinstatement to American Jewish University for more information.

Students wishing to appeal the SAP academic termination must appeal with both the Office of Academic Affairs and Office Financial Aid (if receiving financial aid). Students must submit an appeal to both the Office of Academic Affairs and Office Financial Aid for review. Approved appeals will result in a reinstatement of the student's academic program and financial aid eligibility. Students whose appeals have been accepted will be notified by email to their AJU email address of SAP Financial Aid Warning Appeal status and SAP Academic Termination Appeal status in separate communications from the respective Offices. Students in SAP Appeal status that fail to follow their academic plan will lose their eligibility for student financial assistance and will be dismissed from attendance. Appeal process is described in detail below under the header Appeal Process SAP Financial Aid. For SAP Academic Termination Appeals, see header Grade/SAP Academic Status Apparel Policy and Procedure.

### **APPEAL PROCESS FOR SAP FINANCIAL AID**

Any student that does not meet the minimum requirements for SAP at the end of the Financial Aid Warning payment period/semester will be ineligible for federal financial aid. Students will receive an electronic notification detailing the appeal process for mitigating circumstances. A student has the right to appeal to the loss of financial aid eligibility if mitigating circumstances (events totally beyond the student's control) occurred during the proceeding payment period/semester:

Some examples of appealable circumstances include serious illness or injury of the student; serious illness, injury or death of an immediate family member; being a victim of a violent crime or house fire.

- The student must submit the SAP Financial Aid Appeal Form to the Office of Financial Aid along with supporting documentation prior to the Withdrawal date listed on the [Academic Calendar](#). Appeals received after the deadline may not be approved. To obtain the form, please contact [financialaid@aju.edu](mailto:financialaid@aju.edu).
- A student can only submit an appeal for the semester directly following their Warning period.
- Appeals are only granted once per a student's academic career at AJU.
- A student must be registered for courses during the semester/term they are submitting the appeal for. Appeals will not be considered for students that have dropped or resigned all courses prior to the financial aid census date.
- A student is responsible for all tuition and fee charges at the time the balance is due, even if they are planning to appeal or are waiting for a response for the SAP Financial Aid Appeal. This is in alignment with the [Obligation for Payment](#) policy.
- The decision of the SAP Financial Aid Appeal is final, and students will receive an email to their AJU email address regarding the outcome of the appeal.
- A student who successfully appeals the loss of their financial aid termination will be placed on Financial Aid Probation for the following payment period/semester. The student will receive an email to their AJU email address regarding the SAP standards that must be met by the following payment period/semester in order to retain financial aid eligibility. Should the student not meet the SAP standards at the conclusion of the financial aid probation period, the student will become ineligible for federal financial aid until SAP standards are met.

- If it is determined that it would take more than one semester/term in order to regain good SAP standing, a student may be placed on an Academic Plan or Federal Financial Aid Contract for Satisfactory Academic Progress. This contract will outline what milestones must be met each term or semester in order to retain financial aid eligibility. The signed contract must be returned before any federal aid can be reinstated.

## Incompletes & Financial Aid

*For the complete Incomplete policy and procedures to request an Incomplete, please go to the header Incompletes from section: Grades & University Records.*

Students must submit petitions no later than the last day of class of a given semester. Petitions will not be accepted beyond this date. If a grade of incomplete is authorized, students may then submit work up to thirty (30) calendar days from the Monday after the final class of the semester. Work submitted during this period will be included in a determination of the student's final grade for the course. Candidates for graduation from any program may not petition for incompletes in their final semester prior to graduation.

Incompletes will be counted as attempted but not completed hours and will not be included in the calculation of GPA until a final grade for the course has been issued. A student who fails to complete all required assignments and examinations by the end of the Incomplete deadline will receive a grade calculated based on the work completed against all works required for the course. When a grade has been issued, the grade change will be counted as attempted and completed hours and will be included in the calculation of GPA.

## Course Repeats & Financial Aid

*For the complete Minimum Grades Policies and Course Repeats, please go to the headers Minimum Grades Policy and Repeat and Drop Policy from section: Grades & University Records*

### Graduate Students

Students pursuing a graduate degree must maintain a minimum 3.0 (B) average in their program and the cumulative grade point average. No grade below a C can be counted in their program. Any grade of C- or below in their program must be repeated after an approved course repeat form has been filed. If the student does not receive a C or better on the second attempt, the student may be subject to disqualification from the program.

A maximum of 6 units may be repeated at the graduate level. Only one repeat per course is permitted for improving the grade, with the higher of the two grades counted in the student's GPA. All grades for the course will remain on the student's official transcript. During a third enrollment, the units attempted, and any grade points earned will be considered with all other grade points earned for the course.

### Undergraduate Students in School for Jewish Education and Leadership

Only one repeat per course (e.g., grade forgiveness) is permitted for improving the grade with the higher of the two grades counted in the student's GPA. All grades for the course will remain on the student's official transcript. During a third enrollment, the units attempted, and any grade points earned will be considered with all other grade points earned for the course.

In all cases, for undergraduate and graduate students, while the first grade will no longer factor into a student's GPA, it will still appear on their transcript with credits next to the course title. Beyond the situations above, all grades will be recorded and counted in the GPA and SAP (for financial aid) and will have no bearing upon academic and financial aid probations. That is, a student will not be retroactively removed from academic or financial aid probation on the basis of any retaken classes.



## 2021-2022 Tuition & Fees Schedule of Charges

### Tuition

<b>COLLEGE OF ARTS AND SCIENCES</b>	<b>One Semester</b>	<b>Two Semesters</b>
Tuition, 12 to 25 Units	\$15,697	\$31,394
Per unit, 1 to 11 Units <i>or</i> over 25 Units	\$1,308	

### **SCHOOL FOR JEWISH EDUCATION AND LEADERSHIP**

<u>Bachelor of Arts in Early Childhood Education</u> (3 semesters per year)	<b>Cost per year:</b>	\$9,720
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### MA in Early Childhood Education and MA in Education

<b>Continuing Students</b>	<b>One Semester</b>	<b>Two Semesters</b>
Tuition, 12 to 18 Units, 6 to 8 Units (MAED ECE)	\$15,697	\$31,394
Per unit, 1 to 11 Units <i>or</i> over 18 Units (MAED)	\$1,308	

<b>New Students</b>	<b>One Semester</b>	<b>Two Semesters</b>
Tuition, 12 to 18 Units (MAED), 6 to 8 Units (MAED ECE)	\$13,000	\$26,000
Per unit, 1 to 11 Units <i>or</i> over 18 Units (MAED)	\$1,083	

### **SCHOOL OF ENTERPRISE MANAGEMENT AND SOCIAL IMPACT**

Masters in Business Administration	<b>Per Credit</b>	\$700
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<b>ZIEGLER SCHOOL OF RABBINIC STUDENTS</b>	<b>One Semester</b>	<b>Two Semesters</b>
Tuition, 12 to 23 Units	\$15,671	\$31,342
Per unit, 1 to 11 Units <i>or</i> over 23 Units	\$1,306	

### Mandatory Fees

	One Semester	Two Semesters
Registration Fee	\$67	\$134
Student Services Fee	\$361	\$722

### Administrative Fees

Application for Admissions	\$50
Tuition Deposit	\$200
Transcript Request Fee	\$10
Rushed Transcript Request Fee	\$20

#### **Late Registration Fees Schedule:**

The registration period is five to seven days long. Please refer to the Academic Calendar for specific registration dates for each term. Students are subject to being debited the following late registration fees based upon date of registration.

#### **After the Registration Period:**

- 1 week after the registration period: Registration Late Fee: \$100.00 total
- 2 weeks after the registration period: Registration Late Fee: \$250.00 total
- 4 weeks after the registration period: Registration Late Fee: \$500.00 total

#### **Course-Related Fees:**

Some courses require additional fees for supplies such as textbooks. AJU updates its list of required textbooks every semester and can be found here: <https://www.aju.edu/current-students/required-texts>. Fees may change without notice; current information will be provided at the time of registration.

### Graduate Center for Jewish Education- Non-Degree-Extension and Certificates

Program	Cost	Optional Fee*
ECE Extension (à la carte)	\$600/course	
Basic Certificate in Early Childhood Education	\$2,400	\$100
Advanced Certificate in Special Needs in Early Childhood Education	\$1,800	\$100
Advanced Certificate in Early Childhood Pedagogy and Curriculum	\$2,400	\$100
Certificate in Jewish Education	\$2,000	\$100

\* \$100 to convert the course completion into a certificate

### **Obligation for Payment Policy:**

Registering for classes constitutes a legal financial obligation. You will be held liable if you do not follow proper procedures to change or cancel your registration through the Office of Registrar Services. By registering for classes, you agree to be held responsible for all tuition and fees. This includes (but is not limited to) payments denied by student loan lenders, agencies of the United States government and foreign government agencies.

Tuition and fees for all students are due, in full, by the settlement deadline outlined in your statement by AJU's Accounting Department. Failure to make payments of any indebtedness to AJU may be considered sufficient cause to 1) suspend AJU services and privileges; 2) withhold your diploma or certificate; 3) drop you from any preregistered courses for the upcoming semester 4) withdraw you from the institution; 5) assign you to a collection agency; 6) report you to a credit bureau. This policy will also be equally enforced against debts discharged through bankruptcy.

### **Outstanding Balances and Student Registration Policy**

If you have registered for classes during any term, you are agreeing to be held responsible for all tuition, fees, and any associated costs as a result of registration or receipt of services. All students must have any delinquent financial obligations cleared within seven (7) days prior to the start of the new semester for permittance to remain enrolled in classes. Your registration may be revoked if you have any outstanding financial obligations to AJU at the start of a new semester. Failure to register into the new semester could result in being Withdrawn from the institution. Please contact the Accounting Department to understand your payment options. AJU reserves the right to enforce such policies.

## **Room and Board**

Due to the COVID-19 pandemic, if you are interested in Room and Board, please check in with the Office of Academic Affairs ([AcademicAffairs@aju.edu](mailto:AcademicAffairs@aju.edu)) for the latest news in this area.

Nonrefundable application fee: \$100.00 (applied to Housing Contract)

	<b>One Semester</b>	<b>Two Semesters</b>
Communication/ Auxiliary Fees (all residents)	310	620
Single Occupancy Residence Hall Room	6,371	12,742

Double Occupancy Residence Hall Room	3,822	7,644
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*Please note: The cost of staying in the Residence Hall over the Winter break is not included.*

One Bedroom Apartment	7,816	15,632
Two Bedroom Apartment	8,681	17,362
10 Meals/Week	3,250	6,500
5 Meals/Week	1,875	3,750

***Please note: We reserve the right to alter the registration and student services fees. All fees are subject to change without notice.***

## Student Billing

### *Payment Plans*

**Plan I:** Administration Fee: \$55 at the time of signing plan  
**9 Payments** Payment schedule: every month  
 First payment due August 5; last payment due April 5  
 Delinquent Fees: first - \$15, second and beyond - \$50

**Plan II:** Administration Fee: \$35 at the time of signing plan  
**4 Payments** Fall semester: Payments are due August 5, September 5, October 5, November 5  
 Spring semester: Payments are due January 5, February 5, March 5, April 5  
 Delinquent Fees: first - \$15, second and beyond - \$50

***For further information or to set up a payment plan, please contact the Student Billing Office at [studentbilling@aju.edu](mailto:studentbilling@aju.edu).***

### Full Time Student Definition

For federal and state programs, “Full-Time” study means at least 12 credits per semester for undergraduate students, and at least 9 credits per semester for graduate students.

Part-time students may be eligible for some aid programs on a pro-rata basis.

To be eligible for most Tuition and/or Housing Grants, CAS, MAED, and MARS (ZSRS) students must take at least 12 credits per semester. MAT students must take at least 9 credits per semester. MAEDECE and MBA students must take at least 6 credits per semester.

# Academic Policies & Procedures



## Institutional Assessment

The University regularly engages in assessment and research to determine the adequacy and future needs of its programs. Assessment is conducted at the institutional, program and course levels in order to monitor and improve student learning at all of these levels within the University. Faculty are regularly engaged in these processes to ensure academic rigor and curricular organization.

## Expected Classroom Behavior

Students are expected to behave in a manner that shows respect and honors the rights of others to a full academic experience. Minor incidents of incivility will be dealt with by direct communication between the student(s) involved and the instructor.

Students who, either voluntarily or involuntarily, behave in a significantly disruptive manner so as to compromise the ability of an instructor to teach and/or of other students to learn, may, at the discretion of the instructor, be asked to leave the classroom. If the behavior continues, the instructor may, with the approval of the Vice President of Academic Affairs, ban the student from the class for the remainder of the semester, resulting in an administrative withdrawal. Should the student wish to appeal such a ban, they may do so in writing, within seven (7) calendar days of being informed of the restriction, to the University Rector.

Disruptive behavior includes but is not limited to: inappropriate talking, inappropriate emotional outbursts, being under the influence of alcohol or drugs, using offensive language or disrespecting the instructor, demanding an inordinate amount of an instructor's attention, verbal or physical threats or acts of violence.

## The Honor Code

All academic work is conducted under the Honor Code, which is described in greater detail within the [Student Handbook](#). All students are expected to abide by the Honor Code.

## Academic Integrity

Academic integrity is essential to collegial pursuit of truth and knowledge and gives the University community credibility. The principles of academic integrity demand the commitment of all students. Academic dishonesty is viewed at the University as a serious offense and will not be tolerated.

The University expects the highest standards of integrity from all undergraduate and graduate students in the performance of academic assignments and research as well as campus and community involvement. Moreover, the University requires the cooperation of its students in creating an environment that is conducive to everyone's learning. Academic integrity includes, but is not limited to:

- Arriving and departing class on time;
- Attending class regularly;

- Being prepared for class work and discussion;
- Participating in class discussions in a way that doesn't discriminate against or harass peers or instructors and that respects the free inquiry of others;
- Refraining from disruptive behavior (i.e., talking, noises from electronic devices, coming and going during class, sleeping during class);
- Refraining from attending class under the influence of alcohol or illegal substances; and
- Adhering to specific classroom standards set forth by the instructor and the University Code of Conduct.

Academic dishonesty refers to forms of cheating which result in students giving or receiving unauthorized assistance in an academic exercise or receiving credit for work which is not their own.

Dishonesty in work, whether on quizzes, laboratory work, papers, examinations, etc., and regardless of the learning environment or modality of instruction, is regarded as a serious offense and may result in failure in the course, academic probation as well as suspension or expulsion from the University. Anyone who willfully assists another in the breach of integrity is held equally responsible and subject to the same penalty.

Academic dishonesty includes, but is not limited to: cheating, fabrication, plagiarism, abuse of resources, forgery of documents or assisting in academic dishonesty (i.e., any individual who authors papers for students they are assisting). AJU assumes the academic integrity of its students. In cases where academic integrity is in question, the following definitions and policies apply:

- (1) Cheating is using, attempting or including any information that does not belong to the student in any academic exercise. Examples of cheating are: copying homework from another student, copying another student's test or using an unauthorized "cheat sheet".
- (2) Plagiarism is the representation of the words and ideas of another as one's own in any academic exercise. Plagiarism includes failing to provide in-text and works cited citation(s) for any outside sources. Plagiarism also includes using the original or similar language of a source without quotations. Modifications and rephrasing do not reduce the requirement for providing a citation. Any source material must be phrased in a student's own language or it must be quoted. This also applies to information obtained electronically from the internet as well as print sources.
- (3) Fabrication is the falsification or intervention of any information or citation in any academic exercise such as: making up a source, giving an incorrect citation or misquoting a source.
- (4) Forgery of documents is the unauthorized alteration or construction of any document.
- (5) Assisting in academic dishonesty is the unauthorized collaboration of individual work.

## Sanctions

Faculty members have the right and responsibility to impose course-related sanctions for violations of academic integrity that occur in a course they teach. When an instructor perceives that a violation of academic integrity has occurred, the instructor is expected to consult with the student first in order to determine if a violation has occurred. When the instructor imposes the course sanction (i.e., failing grade on the assignment or failing course grade), the instructor will report the action to the Dean in order to emphasize the seriousness of the violation and the University's commitment to academic integrity.

## Appeals

A student who received an unfavorable judgment may appeal the decision to the Vice President of Academic Affairs within 7 calendar days of receiving the outcome. The appeal must be in writing and based upon one of the following elements in order for the appeal to be reviewed:

- (1) Substantial evidence did not exist.
- (2) Sanction is disproportionate to the offense.
- (3) New evidence has come to light.

It is the responsibility of the student to provide all supporting evidence with her or his written appeal. In cases where the sanction is immediate suspension or expulsion from the University, the decision is made and communicated to the student by the Vice President of Academic Affairs and thus, *is not eligible* for appeal.

## **Student Obligations**

Under the Honor Code, students have a twofold obligation: individually, they must not violate the code, and as a community, they are responsible to see that suspected violations are reported. Where the Honor Code is concerned, an individual's obligation to the entire student body as a whole and the reputation of the University transcend any reluctance to report another student.

## **Courses of Action**

Students found to be in violation of the Honor Code or other University student conduct policies may be subject to academic penalties and/or dismissal from their academic programs, pursuant to decisions to be made by the instructor, the program chairperson or other administrators. Students may appeal these decisions as outlined in the Student Handbook.

Any student dismissed from the University for a violation of academic integrity, policy, or rule of conduct may apply for readmission by contacting the Office of Admissions. In evaluating this reapplication, the admissions committee will consult with the individual(s) who originally made the decision to dismiss.



## Grievance Procedure

The purpose of the student grievance procedure is to provide a process for resolving student complaints, including but not limited to those related to academic issues, student services, housing, administrative concerns, or matters involving any form of discrimination or harassment. Students may file grievances anonymously. Please note that anonymity may limit AJU's ability to investigate the issue and/or remedy a problem. The Student Grievance Form is available on the AJU website.

## Bureau for Private Postsecondary Education (BPPE)

An individual may contact the Bureau for Private Postsecondary Education for review of a complaint. The bureau may be contacted at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833; [www.bppe.ca.gov](http://www.bppe.ca.gov). Telephone: 916-431-6924; FAX: 916-263-1897.

## Policy on Documentation for Disability Accommodations

The Americans with Disability Act (ADA) of 1990 and Section 504 (of the Rehabilitation Act of 1973) mandate equal opportunities for students to participate in or benefit from services offered by a place of public access, including private universities. A qualified individual under these two Acts must have a physical or mental impairment which *substantially limits* one or more major life activities. Moreover, a qualified disabled student must meet the academic and technical standards required for admission or participation in an educational program or activity. AJU does not waive academic requirements for degrees or alter admissions criteria for any student, but the university makes every effort to try and provide reasonable accommodations when presented with appropriate, compliant documentation.

To be considered for accommodations, students must provide official documentation to the Office of Academic Affairs. Below outlines the official evaluation which *must be* submitted for consideration.

A full evaluation, completed within the last 3 years, includes:

- An identification of the disability, including the diagnosis, history of onset and methodologies used to determine the diagnosis;
- Current functional impact of the condition as well as a description of the current functional limitations as they relate to the major life activity impacted by said diagnosis;
- A list of prescribed medications, if applicable;
- Expected progression, stability or prognosis of the condition over time; and
- Recommended accommodations with the rationale for each recommended accommodation. Such accommodation recommendations should be appropriate for an institute of higher education.

The evaluation *must* be on official letterhead including the printed name, signature, title, professional credentials and license number of the evaluator along with the address, telephone and fax numbers.

Documentation *must be* provided by a licensed, credentialed and qualified medical healthcare professional who has no personal or familial relationship with the individual being evaluated. The

evaluator must be the “subject matter expert” in the area he/she is providing an evaluation for with recommended accommodations.

Students who may have received accommodations during their primary education (grades K-12) such as an Individualized Education Plan (IEP) *must* submit a recent, compliant evaluation. The completed evaluation should be within the last 3 years (meeting the criteria noted above) and be suitable for higher education in order to be considered for an accommodation request. Institutions of higher education *do not* accept IEPs utilized in primary education.

Please note that some recommended accommodations may not be offered as AJU is not bound to implement all recommendations made.

The cost of obtaining an evaluation is borne by the student.

## Health Insurance Policy

American Jewish University does not provide health insurance or charge a health services fee to its students. Students are strongly encouraged to acquire minimal standard health insurance coverage during the duration of their studies with us, however proof of health insurance is not required as part of your enrollment. The following list are websites to assist you with acquiring health insurance information and coverage. The list is not considered comprehensive, is given as a convenience to our students, and not as any type of endorsement or recommendation.

### Domestic Students:

1. Health Insurance Marketplace®: <https://www.healthcare.gov/get-coverage/>
2. Say on Parent’s Plan until Age 26: <https://www.healthcare.gov/young-adults/children-under-26/>

### Domestic Students residing in California:

1. Medi-Cal: <https://www.coveredca.com/apply/>
2. Covered California: <https://www.coveredca.com/apply/>

### International Students:

1. Compass Student Insurance: <https://www.studenthealthusa.com/>
2. Cultural Insurance Services International: <https://www.culturalinsurance.com/>
3. International Student Insurance: <https://www.internationalstudentinsurance.com/student-health-insurance/>
4. International Student Protection: <http://intlstudentprotection.com/>
5. ISO Insurance: <https://www.isoa.org/>
6. PGH Global: <https://www.pghstudent.com/>
7. PSI Health Insurance: <https://www.psiservice.com/>

## Vaccination & Immunization Policy (NON-COVID-19)

Except for the COVID-19 vaccination requirement (see COVID-19 Vaccination Policy for AJU Students), American Jewish University does not require vaccinations for its students and is exempt from the California State Department of Public Health requirements for vaccination oversight. Students are encouraged to be accountable for their well-being and may find information pertaining to wellness by visiting the Centers for Disease Control and Prevention website at [www.cdc.gov](http://www.cdc.gov).

## Mandatory COVID-19 Vaccine Policy for AJU Students

### I. Purpose

In accordance with American Jewish University's duty to provide and maintain a learning environment and workplace that is free of known hazards, we are adopting this policy to safeguard the health of our employees, students, and their families; our customers and visitors; and the community at large from infectious diseases, such as COVID-19, that may be reduced by vaccinations. This policy will comply with all applicable laws and is based on guidance from the Centers for Disease Control and Prevention and local health authorities, as applicable.

### II. Scope

The policy applies to all students of the University, **except** those who are studying in completely remote degrees or programs and will not be visiting either AJU campus (Familian Campus and Brandeis-Bardin Campus).

### III. Background

The Centers for Disease Control and Prevention (CDC) advises that COVID-19 can cause serious, life-threatening complications, and there is no way to know how COVID-19 will affect an individual. Further, an individual who gets infected with COVID-19 could spread the virus to friends, family, classmates, co-workers and others around them.

### IV. Policy

- 1. Vaccination Requirement:** The University requires that all individuals within in the scope of this policy must be vaccinated against COVID-19 within the timeframes that will be set by the University in one or more follow-up communications, provided that they are eligible to receive the COVID-19 vaccine according to guidelines issued by the CDC and **California Department of Public Health** (collectively, "Public Health Guidelines") and that the vaccine is locally available in sufficient quantities for them to receive it, unless they are exempt from this requirement for a reason stated in Section V below.
- 2. Costs:** The COVID-19 vaccine is available to the public at no cost. For assistance finding a vaccine administration location, please visit <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/How-Do-I-Get-a-COVID-19-Vaccine.html>
- 3. COVID-19 Infection Control Procedures:**

- i. The University's COVID-19 Infection Control Procedures, as described in the **COVID-19 Prevention Program** remain in effect. All students, regardless of their vaccination status, will be required to follow these procedures whenever they are on campus until advised otherwise in writing by the University. This requirement includes wearing face coverings and other personal protective equipment as per current guidelines; strictly adhering to respiratory and hand hygiene and symptom screening practices; observing social distancing, occupancy, activity and quarantine restrictions; and complying with all other COVID-19 precautions as instructed by the University.
- ii. An individual who does not observe the University's COVID-19 Infection Control Procedures, regardless of vaccination status, will be subject to disciplinary action, up to and including termination of enrollment.

#### **4. Proof of Vaccination:**

- i. Students who are vaccinated against COVID-19 are required to provide proof of vaccination to the Office of Academic Affairs.
- ii. Proof of vaccination may include the COVID-19 Vaccination Record Card, a physician's note, a pharmacy receipt, or copy of vaccination consent form showing that the individual has received all required doses of the vaccine. Students must provide only a record of their COVID-19 vaccination to the Office of Academic Affairs and not a record of other vaccinations or medical history.

#### **5. Vaccination Records:**

- i. The Office of Academic Affairs will maintain a record of COVID-19 vaccinations for the purpose of monitoring compliance with this policy, the University's overall COVID-19 safety programs, and any applicable laws and regulations governing vaccination programs. Vaccination records will be stored separately from the general student files and records are protected from unauthorized disclosure.
- ii. The University may use and disclose the vaccination record for its legitimate business purposes including, but not limited to: protecting the health and safety of customers, those in the workplace, and business partners; ensuring compliance with University policies; managing litigation; complying with contractual obligations; and meeting legal and regulatory requirements.
- iii. The University will obtain the student's consent when required to do so by applicable state law before disclosing vaccination records to third parties.
- iv. For information pertaining to the e Family Educational Rights and Privacy Act (FERPA) & COVID-19 please visit:  
[https://studentprivacy.ed.gov/sites/default/files/resource\\_document/file/FERPA%20and%20Coronavirus%20Frequently%20Asked%20Questions.pdf](https://studentprivacy.ed.gov/sites/default/files/resource_document/file/FERPA%20and%20Coronavirus%20Frequently%20Asked%20Questions.pdf)

6. **Exemption Management:** All students must adhere to the University's COVID-19 Vaccination requirement as a condition of enrollment unless exempted under Section V of this policy. The Office of Academic Affairs will be responsible for determining whether temporary or permanent exemptions from vaccination requirements will be granted to individuals as set forth in Section V of this policy.
7. **Vaccine Shortage:** In the event of a COVID-19 vaccine shortage occurring after the effective date of this policy, the situation will be evaluated by the Senior Leadership Team, the Office of Academic Affairs, and Human Resources consistent with Public Health Guidelines.

## V. Exemptions

1. **Grounds for Exemption:** Exemption from COVID-19 vaccination may be granted based on a medical contraindication or sincerely held religious beliefs.
2. **Requests Based on Medical Contraindication:** Students requesting exemption due to medical contraindication must provide documentation to support the exemption, such as a certification from a health care provider, to the Office of Academic Affairs.
3. **Requests Based on Religious Beliefs:** Students requesting exemption based on sincerely held religious beliefs must provide a written request to the Office of Academic Affairs. The written request should clearly explain why receiving the COVID-19 vaccination would be contrary to the individual's religious beliefs.
4. **Evaluation of Request:** Each request for exemption, regardless of the reason, will be evaluated individually by the Office of Academic Affairs or Chief Academic Officer in accordance with the University's equal employment opportunities policies and applicable law.
5. **Notification of Exemption:** If an exemption is granted, the student will be notified in writing within 5 business days after presenting a request for exemption to the Office of Academic Affairs.
6. **Continued Observation of Infection Control Procedures:** Students who receive exemptions from COVID-19 vaccination will be required to continue observing the University's COVID-19 Infection Control Procedures at all times until specifically advised by the University that they may stop doing so.
7. **Temporary Medical Contraindication:** If an exemption is granted based on a medical contraindication that is expected to be temporary, the student will be required either to be vaccinated when the condition resolves or to renew the request for exemption no less often than annually. If an exemption is granted on a basis that is expected to be permanent, the exemption request does not need to be renewed, unless alternative COVID-19 vaccines become available that would eliminate a medical contraindication or accommodate a religious objection.

## Privacy Rights of Students and Education Records (FERPA)

The Family Educational Rights and Privacy Act or FERPA is a federal privacy law that gives post-secondary students certain protections with regard to their academic records. Academic records include but are not limited to attendance, financial aid, school account information, tax information, report cards, transcripts, disciplinary records, contact and family information, class schedules, charges, payments, and account balances.

In general, schools may disclose "directory information" to qualified individuals and/or organizations without prior consent of the student. "Directory information" is defined as a student's name, address, telephone number, photograph, date and place of birth, major field of study, grade level, participation in officially recognized activities and sports, electronic mail address, degrees, honors and awards received, and dates of attendance. However, schools must tell students about directory information and allow them a reasonable amount of time to request that the school not give out their directory information.

FERPA-protected records are accessible only by those individuals to whom the student grants permission. Students may grant permission to access FERPA-protected records to individuals such as a/an parent, aunt, uncle, sibling, grandparent, spouse/partner, etc., by indicating the individual(s) name(s) and relationship to the student below. Under FERPA regulations, American Jewish University is permitted to discuss information contained in and pertaining to academic records with eligible parents of dependent students without prior consent of the student. In addition, FERPA gives students the right to inspect, review, and request amendments to the student's education records. For further information and instructions regarding your FERPA rights, please review the following notice.

### CONFIDENTIAL RECORDS AND FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education record. These rights include:

- 4. The right to inspect and review the student's education records within 45 days after the day the University receives a request for access.** Students who wish to inspect their educational records (with the exception of those specifically exempted by Part 99 of Title 34 of the Code of Federal Regulations) should submit a written request to the Registrar that identifies as precisely as possible the record(s) they wish to inspect. The Registrar, or another appropriate university officer, will make arrangements for access and notify the student of the time and place where the records may be inspected. Students have the right to a copy of their education record which is subject to review only when failure to provide a copy of a record would effectively prevent the student from inspecting and reviewing the record, as determined at the discretion of the Registrar. When a record contains information about more than one student, the student may inspect and review only the records related to them.
- 5. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.** A student who wishes to ask the University to amend a record should write the Registrar, clearly identify the part of the record the student wants changed, and specify why it should be changed. If the University decides not to amend the record as requested, the

Registrar will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing. Note, the right to challenge the contents of an educational record may not be used to question substantive educational judgments that have been correctly recorded or to contest the assignment of a grade.

**6. Students have a right to restrict the release of personally identifiable information contained in their education records except to the extent that FERPA permits disclosure without consent.**

Among the circumstances in which disclosure is permitted without consent are these:

- a. Education records and personally identifiable information obtained from those records may be disclosed without the student's consent to university officials with legitimate educational interests. A university official is a person employed by the university in an administrative, supervisory, academic, research or staff position; a person or company with whom the university has contracted (such as an attorney, auditor or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another university official in performing his or her tasks. A university official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities.
- b. "Directory information" may be disclosed without prior consent. The University has designated the following categories of information as "directory information" and will release this information without prior consent by the student: the student's name, addresses (including email addresses), telephone numbers, date and place of birth, school, class, current enrollment status, major field of study, photographic, video or electronic images, participation in officially recognized activities, dates of attendance, degrees and awards received, and the most recent previous school attended. Students have the right to block disclosure of their directory information. Any student wishing to do so should submit a written request to the Registrar. Such a request may be made at any time. However, the university cannot alter printed materials which have already been prepared and students are therefore advised to submit such requests no later than September 1 of the relevant academic year.
- c. Education records and personally identifiable information obtained from those records may, upon request, be disclosed without the student's consent to officials of another school in which the student is enrolled or seeks or intends to enroll.
- d. Education records may be provided to the parents of financially dependent undergraduates. The University assumes that undergraduate students are financial dependents of their parents (as defined by the Internal Revenue Service) and, may, under appropriate circumstances, provide education records to those parents without the student's consent. Undergraduate students who are not financially dependent and do not wish to permit their parents access to their education records should advise the Registrar in writing and provide evidence of financial independence. Graduate and professional students are not assumed to be financially dependent upon their parents for these purposes and the university requires such student's consent for the disclosure of education records to their parents.

- e. In rare cases, the University may need to disclose personally identifiable information where necessary to address health or safety emergencies involving the student or any other individual.
  - f. Information concerning other exceptions is available from the Registrar.
7. **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.** The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

## **Adding/Dropping/Withdrawing from Courses**

Digital forms for adding, dropping, or withdrawing from a course are available from the Office of Registrar Services via email to registrar@aju.edu. All such requests require authorization from the student's academic advisor prior to processing. Students may add or drop a course during the drop/add period as described in the [Academic Calendar](#). Courses dropped during the drop/add period will not appear on a student's transcript.

After the drop/add period, students may withdraw from courses up until the sixth week of the semester only with prior authorization from the instructor and their academic advisor. Students will receive a grade of "W" on their transcript for these courses. A grade of "W" will display as attempted credits and will not impact the term grade point average (GPA).

Only medical or emergency withdrawals (described below) are allowed after the sixth week of the semester. Except for a medical or an approved emergency withdrawal, withdrawal from a course after the sixth week of classes is not permitted; students who stop attending a class after the sixth week will receive a grade of F for that course, which will be factored into their GPA. The Office of Registrar Services notifies the Office of Financial Aid of late withdrawals. Any exceptions to these policies must be approved by the Dean of the Program.

## **Withdrawal from the University**

A student who wishes to withdraw from the University must submit a withdrawal form from the Office of Registrar Services, specify which semester will be their last semester, and obtain all necessary authorizations.



## Administrative Withdrawal

If a student's behavior is not conducive to a successful collegiate learning environment, an instructor has the right to remove the student from a course. Should a student be banned from attending a course for the remainder of the semester, the student will be administratively withdrawn from that course.

A student may be subject to administrative withdrawal (expulsion) from the University for acts of academic dishonesty, violation of the Honor Code, as well as for behavioral or non-academic matters if it is determined that the student is a threat to themselves or others, and/or has caused or is likely to cause a disruption to the academic environment or campus community.

A student may be withdrawn from a program for reasons including but not limited to the following:

- Violation of student conduct policies.
- Failure to pay tuition or fees.
- Failure to re-register for courses in fulfillment of program requirements.
- Two consecutive semesters of non-satisfactory academic progress.

Students who do not register or return to AJU for the next consecutive term will be institutionally withdrawn from AJU based on failure to return to the campus. Additionally, students who do not demonstrate online participation (for distance education courses) or are absent for 2 consecutive weeks and have not alerted the University of any planned absences will be institutionally withdrawn from AJU. This policy applies to all students, except students on an approved Leave of Absence.

The last date of attendance (LDA) for withdrawals will be calculated based on user-activity for online or distance education student or determined based on last date of attendance of in-residence/on-campus courses for the last term they attended.

## Medical Withdrawal Policy

Any student seeking a medical or emergency withdrawal from AJU must secure the appropriate approvals through AJU's petition process. Medical or emergency withdrawals may be granted based on certain documented, extenuating emergency or medical circumstances. The petition may be granted only if all required approvals are obtained.

Digital petition forms are available from the Office of Registrar Services via email at registrar@aju.edu. A completed form, along with verifying documentation (ie: from the student's personal physician), should be uploaded within the form submission. The Office of Registrar Services will submit the request to the Academic Program Dean for initial approval. If approved, the request will then be submitted to the Office of Academic Affairs for review by the Vice President of Academic Affairs. All medical withdrawal petitions must be approved by the Vice President of Academic Affairs and the Academic Program Dean. Normally, a medical or emergency withdrawal constitutes complete withdrawal from the University for one semester up to one academic year. A partial medical withdrawal may be granted if sufficient

medical grounds exist, and specific documentation is provided by the student's physician. A partial medical withdrawal includes withdrawing from individual courses when documentation demonstrates that the student will be unable to complete the specific class requirements.

Students who are granted a medical withdrawal from the university during the first two weeks of the semester are eligible for a 100% refund. Students who are granted a medical withdrawal from the university during the third through sixth weeks of the semester are eligible for a 50% refund.

In all cases where a student either does not appropriately request a withdrawal or is not granted one, they will be held to the standard requirements of a course and/or program.

If a medical withdrawal is granted, a medical reevaluation from the student's personal physician may be required for re-enrollment. Students who withdraw from the University for more than one year may be required to reapply to the University.

## **Leave of Absence**

Leave of absence requests are completed via digital form with the Office of Registrar Services. An Approved Leave of Absence occurs when a student leaves for a full semester (or one year for Rabbinical students) with the intention to return. An Unapproved Leave of Absence occurs when a student takes more than one semester off (or one year for Rabbinical students). A leave of absence may be granted by petition to students maintaining satisfactory academic progress. The petition must be approved by the appropriate academic advisor and submitted to the Office of Registrar Services. Approval of a request for a leave of absence is not automatic. Students on a leave of absence are not qualified to receive Financial Aid during the Leave. Any student who has received a Federal Stafford Loan and takes a six-month leave of absence will enter the grace period and/ or begin repayment on their loan because the six-month leave exceeds the Federal government's 180-day maximum for an approved LOA per 12-month period. Undergraduate students who fail to apply for a leave of absence and leave the College will not be readmitted to the College.

# Grades and University Records



## **The Grading System – College of Arts and Sciences, School for Jewish Education and Leadership, and AJU School of Enterprise Management & Social Impact**

Grades are defined as follows: A, excellent; B, good; C, satisfactory; D, poor; F, failure; I, incomplete (see separate section for more information); W, withdrawal without penalty; P, passing; and IP, course still in progress (usually two semester courses of which one semester has been completed).

For computing grade point average, the numerical equivalents are as follows:

A=4.0; A-=3.7; B+=3.3; B=3.0; B-=2.7; C+=2.3; C=2.0; C-=1.7; D+=1.3; D=1.0; D-=0.7; and F=0.0.

Grades of P and W are not included in the grade point average. A C- is the lowest passing grade for all undergraduate courses with the exception of free electives, where a D is the lowest passing grade. A C- is the minimum passing course grade for graduate students. In the graduate programs, when a student receives a grade lower than a B in any course, the program head will review the case and may require that the student demonstrate competency in additional ways. Each program will develop and publish its own guidelines for determining competency.

## **The Grading System – Ziegler School of Rabbinic Studies**

Grades are defined as follows: A, excellent; B, good; C, satisfactory; D, poor; F, failure; I, incomplete (see separate section for more information); W, withdrawal without penalty; P, passing; and IP, course still in progress (usually two semester courses of which one semester has been completed).

For computing grade point average, the numerical equivalents are as follows:

A=4.0; A-=3.7; B+=3.3; B=3.0; B-=2.7; C+=2.3; C=2.0; C-=1.7; D+=1.3; D=1.0; D-=0.7; and F=0.0.

Grades of P and W are not included in the grade point average. C is the minimum passing course grade for Ziegler students.

## **Credit Hour Policy**

American Jewish University measures the academic weight of courses based on a credit-hour/credit-unit. A credit-hour is defined as an institutionally established equivalency of the amount of work represented in intended learning outcomes and verified by evidence of student achievement that reasonably approximates not less than:

1. One clock-hour of classroom or direct faculty instruction and a minimum of two clock-hours of out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or 10 to 12 weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph one (1) of this definition for other academic activities, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

### **Credit Hour Overview**

For traditional lectures and seminars, a 1.0 credit class meets fifty (50) minutes per week over the course of the semester. A semester at AJU is fifteen (15) weeks long, including a one-week final exam period. All instructors are mandated to meet their classes during this final exam period. To account for instruction days lost due to observed Jewish holidays, AJU instructors have been tasked to make-up instruction through a variety of means including but not restricted to online instruction, field work, conferences, and additional assignments.

### **Clinical experiences or academic internships**

A 3.0 credit internship is approximately equivalent to a ten-hour (10hrs) per week commitment and a 6.0 credit internship is approximately equivalent to a twenty-hour (20hrs) per week commitment. To receive 3.0 credits for the internship, a student should complete a minimum of one-hundred fifty (150) hours in a semester. To receive 6.0 credits for the internship, a student should complete a minimum of three-hundred (300) hours in a semester.

### **Laboratory classes**

Typically meet one-hundred (100) minutes or more per week per 1.0 credit hour.

### **Clock-Hour Overview**

The Department of Education has defined a “clock hour” to include synchronous or asynchronous class, lecture, or recitation where there is an opportunity for direct interaction between instructors and students. As part of the definition of a “clock hour” is a period of time consisting of (1) a fifty (50) to sixty (60) minutes of class, lecture, or recitation in a sixty (60) minute period; (2) a fifty (50) to sixty (60) minute faculty-supervised laboratory, shop training, or internship in a sixty (60) minute period; or (3) sixty (60) minutes of preparation in a correspondence course.

For distance learning, the Department of Education adds that a “clock hour” may include fifty (50) to sixty (60) minutes of active participation in an asynchronous learning activity involving academic engagement activity in which a student interacts with technology that can monitor and document the amount of time that the student participates in the activity.

## **Incompletes**

A student who fails to complete all required assignments and examinations by the end of the semester will receive a grade based on the work completed by the end of the finals period. When unusual circumstances make it impossible to fulfill the requirements on time, and when a student is doing passing work, the student may petition for a grade of incomplete (I) in a course. The student must obtain authorization from the instructor and student’s academic advisor and submit a petition form to the Office of Registrar Services. Students must submit petitions no later than the last day of class of a given semester. Petitions will not be accepted beyond this date. If a grade of incomplete is authorized, students may then submit work up to thirty (30) calendar days from the Monday after the final class of the semester. Work submitted during this period will be included in a determination of the student’s final grade for the course. Candidates for graduation from any program may not petition for incompletes in their final semester prior to graduation.

Incompletes will be counted as attempted but not completed hours and will not be included in the calculation of GPA until a final grade for the course has been issued. A student who fails to complete all required assignments and examinations by the end of the Incomplete deadline will receive a grade calculated based on the work completed against all works required for the course. When a grade has been issued, the grade change will be counted as attempted and completed hours and will be included in the calculation of GPA.

## Transcripts

Students may request official transcripts by completing the [Online Transcript Request Form](#). Official transcripts will reflect all courses taken by the student at the University. Transcripts will be issued upon application at the cost of \$10.00\* for each copy.

*\*All fees are subject to change without notice.*

## Students and Grades

Students are responsible for checking their grades each semester. Any discrepancies must be reported, in writing, to the Office of Registrar Services within six months from the date the grades are issued. Please refer to the Grade Appeal process located in this Catalog for more information.

## Dean's List and Graduation with Honors

Inclusion on the Dean's List is awarded to full-time undergraduate students who earn a GPA of 3.6 or higher in any given semester.

Undergraduate students may graduate with the following honors based on the following cumulative GPAs:

- 3.4 Cum Laude (with honors)
- 3.6 Magna Cum Laude (with high honors)
- 3.8 Summa Cum Laude (with highest honors)

## Minimum Grades and Satisfactory Academic Progress – College of Arts and Sciences

Undergraduate students must maintain at least a C average (2.0 grade point average). Students who drop below the minimum average will be placed on probation for one semester. Students will be dismissed if their GPA remains below a 2.0 in the probation semester.

## Double Counting Major and Minor Courses – College of Arts and Sciences

With advisor approval, undergraduates may double-count up to two courses towards their major and minor requirements so long as they complete a minimum of 30 independent credits within the major and 12 independent credits within the minor. Any double-counted courses will need to be made up

through the completion of free elective courses. Students will also need to meet the minimum of 40.0 credits in-residency at AJU and 120.0 credits required for graduation.

## **Minimum Grades Policy – School for Jewish Education and Leadership and School of Enterprise Management & Social Impact**

Students enrolled in graduate programs must receive a grade of “C” or better in all courses. In a case where a student receives a grade lower than “C” in a required course, the course must be repeated, or an or an equivalent course, in the sole discretion of the school's dean, must be completed with a grade of a "C" or above. The original grade will continue to appear on the student’s transcript but will not count toward degree requirements or the calculation of the cumulative GPA for graduation purposes.

All graduate students must maintain a “B” average (3.0 grade point average), both cumulative and per semester to remain in good academic standing. Students who drop below the minimum average will be placed on academic probation for the immediately succeeding semester. Students who do not achieve a “B” average (3.0 grade point average) during the probationary semester may be dismissed from the university, at the discretion of the Dean.

### **Bachelor of Arts in Early Childhood Education (BAECE) Students**

BAECE Students in the School for Jewish Education and Leadership must maintain at least a “C” average (2.0 grade point average). Students who drop below the minimum average will be placed on academic probation for one semester. Students may be subject dismissal if their GPA remains below a 2.0 in the probation semester.

## **Minimum Grades Policy – Ziegler School of Rabbinic Studies**

Students enrolled in the Ziegler School of Rabbinic Studies must receive a grade of C or better in all courses. In a case where a student receives a grade lower than C, the course must be repeated. The original grade will continue to appear on the student’s transcript but will not count toward degree requirements or the calculation of the cumulative GPA for graduation purposes.

All graduate students must maintain a “B” average (3.0 grade point average), both cumulative and per semester to remain in good academic standing. Students who drop below the minimum average will be placed on academic probation for the immediately succeeding semester. Students who do not achieve a “B” average (3.0 grade point average) during the probationary semester may be dismissed from the university, at the discretion of the Dean.

## **Repeat and Drop Policy**

### **Graduate Students in School for Jewish Education and Leadership, School of Enterprise Management and Social Impact, Ziegler School of Rabbinic Studies**

Students pursuing a graduate degree must maintain a minimum 3.0 (B) average in their program and the cumulative grade point average. No grade below a C can be counted in their program. Any grade of C- or below in their program must be repeated. If the student does not receive a C or better on the second

attempt, the student may be subject to disqualification from the program. A maximum of 6 units in the formal program may be repeated at the graduate level.

### **Undergraduate Students in School for Jewish Education and Leadership**

Only one repeat per course (e.g., grade forgiveness) is permitted for improving the grade with the higher of the two grades counted in the student's GPA. All grades for the course will remain on the student's official transcript. During a third enrollment, the units attempted, and any grade points earned will be considered with all other grade points earned for the course. If the student does not receive a C or better on the second attempt, the student may be subject to disqualification from the program. A maximum of 6 units in the formal program may be repeated at the graduate level.

### **Undergraduate Students in College of Arts and Sciences**

Effective Fall 2020, currently matriculated AJU undergraduates from the College of Arts and Sciences will have the option to retake up to five courses for which they either received an F or failed to earn a grade sufficient to satisfy a major, minor, or core curriculum requirement. Those courses may be retaken twice (i.e., three total attempts). If a student achieves a higher grade in the course, that grade will replace the previous grade(s).

In addition, currently matriculated undergraduates may also retake one additional AJU course for a higher grade, regardless of the original grade earned in the course. This course may be retaken once. If a student achieves a higher grade in the course, the second grade will replace the first grade.

In all cases, while the first grade will no longer factor into a student's GPA, it will still appear on their transcript with credits next to the course title. Beyond the situations above, all grades will be recorded and counted in the GA and SAP (for financial aid). The above will have no bearing upon academic and financial aid probations. That is, a student will not be retroactively removed from academic or financial aid probation on the basis of any retaken classes.

## **Maximum Allowable Units**

Students who fail to complete a program before reaching the maximum allowable number of units attempted will be terminated from the program. Credits or units counted as units attempted per evaluation period include units transferred into the program, units completed, courses receiving letter grades of D or F (that are not repeated for credit), and courses designated on the transcript as "I" and "W." The maximum allowable number of units that may be attempted for each program is:

- Bachelor of Arts (College of Arts and Sciences) 180 units
- Bachelor of Arts in Early Childhood Education 90 units
- Master of Arts in Education 81 units
- Master of Arts in Education in Early Childhood Education 57 units
- Master of Arts in Rabbinic Studies 270 units
- Master of Arts in Teaching 61.5 units
- Master of Business Administration 54 units



## Minimum Unit Completion Requirements

To maintain Satisfactory Academic Progress, all students must complete (i.e. pass with a grade of C- or above for undergraduate, C or above for graduate level programs) a minimum number of units within a certain period of time depending on their program and enrollment status. Minimum unit completion requirements for each program and status are listed below.

### **BACHELOR OF ARTS – COLLEGE OF ARTS AND SCIENCES DEGREES**

The minimum unit completion requirement per academic year (two semesters) for each enrollment status is as follows:

- Full-time (12 or more units per term)\*: 24 units
- Part-time (6-8 units per term): 15 units
- Less-than-part-time: less than 6 units per term

### **BACHELOR OF ARTS – EARLY CHILDHOOD EDUCATION DEGREE**

The minimum unit completion requirement per academic year (three semesters) for each enrollment status is as follows:

- Full-time (10 or more units per term)\*: 30 units
- Part-time (6-8 units per term): 15 units
- Less-than-part-time: less than 6 units per term

### **MASTER OF ARTS IN EDUCATION**

The minimum unit completion requirement per academic year (two semesters) for each enrollment status is as follows:

- Full-time (12 or more units per term)\*: 24 units
- Part-time (6-8 units per term): 15 units
- Less-than-part-time: less than 6 units per term

### **MASTER OF ARTS IN EDUCATION IN EARLY CHILDHOOD EDUCATION**

The minimum unit completion requirement per academic year (three semesters) for each enrollment status is as follows:

- Full-time (6-8 units per term)\*: 18 units
- Part-time (3-4 units per term): 9 units
- Less-than-part-time: less than 9 units per term

### **MASTER OF ARTS IN RABBINIC STUDIES**

The minimum unit completion requirement per academic year (two semesters) for each enrollment status is as follows:

- Full-time (12 or more units per term)\*: 24 units
- Part-time (6-8 units per term): 15 units
- Less-than-part-time: less than 6 units per term

### **MASTER OF ARTS IN TEACHING**

The minimum unit completion requirement per academic year (two semesters) for each enrollment status is as follows:

- Full-time (12 or more units per term)\*: 24 units
- Part-time (6-8 units per term): 15 units
- Less-than-part-time: less than 6 units per term

### **MASTER OF BUSINESS ADMINISTRATION**

The minimum unit completion requirement per academic year (six terms) for each enrollment status is as follows:

- Full-time (6 units per term)\*: 36 units
- Part-time (3 units per term): 18 units
- Less-than-part-time: less than 9 units per year

\*Students wishing to enroll in fewer than 12 units per term must request approval by their Academic Advisor and submit a Multiple Petition Form with the Office of Registrar Services. Students who need fewer than 12 units to complete their program may register for said units through the Office of Registrar Services.

## **Satisfactory Academic Progress & Financial Aid**

Federal regulations require all institutions that participate in Title IV aid programs to define and monitor satisfactory academic progress (SAP) for all financial aid recipients. The standards must meet all Federal requirements and be equal to or more stringent than the SAP standards for non-financial aid recipients. All students, regardless of whether they receive financial aid or not, are required to meet both qualitative and quantitative standards for Satisfactory Academic Progress while attending American Jewish University. This policy ensures that students are progressing through their programs of study and identifies students who may be at risk of failing. Refer to the respective headings in this section of the academic catalog:

- Grade point average (GPA) requirements.
- Minimum unit completion requirements.
- Maximum allowable units.

## SAP DEFINED

Undergraduate students with a cumulative GPA (Grade Point Average) of less than 2.0, or graduate students with a cumulative GPA of less than 3.0 in their active program of study or students that have completed less than 66.66% of their cumulative attempted units in their active program of study have not met the minimum requirements for Satisfactory Academic Progress (SAP) for that program. For Academic purposes, SAP is reviewed at the end of each semester. For Financial Aid recipients, SAP is reviewed for Financial Aid eligibility at the end of each year.

All students are monitored for SAP at the end of each semester, including summer semesters when enrolled. AJU has distinct policies for SAP for Financial Aid and Registrar Services. All students are monitored for SAP through both the Office of Financial Aid and Office of Registrar Services. A student may be concurrently placed on Academic Probation with the Office of Registrar Services and SAP Financial Aid Warning with the Office of Financial Aid. More information on the differences is further discussed below in the header Satisfactory Academic Progress: Financial Aid & Academic Implications.

Students not maintaining SAP will receive a letter and email from the Office of Registrar Services, indicating any deficiencies, the actions required to resume meeting SAP, and the time in which these actions must be completed. Students receiving financial aid who are not maintaining SAP will also receive a letter from the Office of Financial Aid, indicating any deficiencies, the actions required to resume meeting SAP, and the time in which these actions must be completed. Students receiving such letter are strongly advised to speak to their Academic Advisors as soon as possible.

The following SAP standards must be met:

### 1. Cumulative Grade Point Average (GPA) – Qualitative Component

- Students must be in good academic standing to receive federal financial aid. This means a student must meet the following minimum cumulative GPA requirements:
  1. Undergraduate students are required to maintain a 2.0 GPA.
  2. Graduate students are required to maintain a 3.0 GPA.
  3. Certain merit-based award recipients must have a minimum of a 3.0 GPA to renew their scholarship.

### 2. Minimum Completion Rate for Attempted Unit Hours – Pace (Quantitative) Component

- Students must demonstrate progress by accumulating academic units at a rate that indicates graduation in a timely manner. A student who is not progressing towards graduation at the defined Completion Rate will not receive federal financial aid regardless of GPA.
- Students must complete at least 66.66% percent of all cumulative attempted unit hours in order to be eligible for federal financial aid. The cumulative attempted unit hours include all transfer units accepted by American Jewish University and noted on the academic transcript.
- The following designations are considered to be attempted credit hours but are not considered to be successfully completed: “W,” “I,” “NG,” and “F” grades.

- Courses repeated for any reason will be counted as attempted unit hours for determining the calculation of GPA used for SAP. Repeated courses with passing grades will not be counted as completed/earned units unless they would also appear on the academic transcript.

### **3. Degree Completion Maximum Time Frame**

- The maximum timeframe for completion of undergraduate certificate or degree programs may not exceed 150 percent of the length of the program. This provision does not apply to graduate programs.
- There is no specific federal financial aid policy regarding maximum time frame for degree completion for graduate and professional students.

## **Satisfactory Academic Progress: Financial Aid & Academic Implications**

AJU has distinct policies for SAP for Financial Aid and Registrar Services. All students are monitored for SAP through both the Office of Financial Aid and Office of Registrar Services. A student may be concurrently placed on Academic Probation with the Office of Registrar Services and SAP Financial Aid Warning with the Office of Financial Aid. The following information details the specific policies regarding SAP Financial Aid Warning, SAP Academic Probation, and SAP Academic Termination.

### **SAP FINANCIAL AID WARNING**

A student who fails to maintain the cumulative GPA and/or meet Pace (Completion Rate) standards is automatically placed on Federal Financial Aid Warning for the next registered semester.

- A student will receive an email to their AJU email address regarding the Satisfactory Academic Progress standards that must be met by the end of the warning period in order to retain eligibility for future federal financial aid.
- If the student is still not making Satisfactory Academic Progress after the warning period, the student will become ineligible for federal financial aid until all SAP standards are once again met. Notification to students will be sent via email to their AJU email address regarding the Satisfactory Academic Progress standards that must be met by a specific term in order to retain eligibility for financial aid.

Any student that does not meet the minimum requirements for SAP at the end of the Financial Aid Warning payment period/semester will be ineligible for federal financial aid. Students will receive an electronic notification detailing the appeal process for mitigating circumstances. Appeal process is described in detail below under the header Appeal Process SAP Financial Aid.

### **SAP ACADEMIC PROBATION**

Students that fail to meet SAP for one consecutive semester are placed on SAP Academic Probation and required to attend mandatory academic advising by their Academic Advisor. An academic plan will be created and must be followed by the student. Students that fail to meet SAP Academic Probation for the

proceeding semester after being placed on SAP Academic Probation are subject to SAP Academic Termination and may be dismissed from the program.

Students on SAP Academic Probation will be placed on SAP Financial Aid Warning and are ineligible for financial aid unless the SAP Financial Aid Warning status is appealed; appeals may be approved or denied. Students appealing the SAP Financial Aid Warning status with Financial Aid must submit an appeal to Financial Aid for review. Approved appeals will result in a reinstatement of the student's financial aid eligibility. Students whose appeals have been accepted will be notified by email to their AJU email address of SAP Financial Aid Warning Appeal status. Students in SAP Financial Aid Warning Appeal status that fail to follow their academic plan will lose their eligibility for student financial assistance and will be dismissed from attendance. Appeal process is described in detail below under the header Appeal Process SAP Financial Aid.

### **SAP ACADEMIC TERMINATION**

Students that fail to meet SAP for two consecutive semesters are reviewed to see whether or not the academic plan was met. Students that fail to meet the requirements specified in their academic plan will no longer be eligible for student financial assistance and will be terminated from their program of study at AJU.

Students who wish to re-enroll after SAP academic termination must petition for reinstatement and, if approved, may be subject to a waiting period and may also be required to create and adhere to an academic plan through the School's Dean and/or the Office of Academic Affairs prior to returning to AJU. See header Reinstatement to American Jewish University for more information.

Students wishing to appeal the SAP academic termination must appeal with both the Office of Academic Affairs and Office Financial Aid (if receiving financial aid). Students must submit an appeal to both the Office of Academic Affairs and Office Financial Aid for review. Approved appeals will result in a reinstatement of the student's academic program and financial aid eligibility. Students whose appeals have been accepted will be notified by email to their AJU email address of SAP Financial Aid Warning Appeal status and SAP Academic Termination Appeal status in separate communications from the respective Offices. Students in SAP Appeal status that fail to follow their academic plan will lose their eligibility for student financial assistance and will be dismissed from attendance. Appeal process is described in detail below under the header Appeal Process SAP Financial Aid. For SAP Academic Termination Appeals, see header Grade/SAP Academic Status Appeal Policy and Procedure.

### **APPEAL PROCESS FOR SAP FINANCIAL AID**

Any student that does not meet the minimum requirements for SAP at the end of the Financial Aid Warning payment period/semester will be ineligible for federal financial aid. Students will receive an electronic notification detailing the appeal process for mitigating circumstances. A student has the right to appeal to the loss of financial aid eligibility if mitigating circumstances (events totally beyond the student's control) occurred during the proceeding payment period/semester:

Some examples of appealable circumstances include serious illness or injury of the student; serious illness, injury or death of an immediate family member; being a victim of a violent crime or house fire.

- The student must submit the SAP Financial Aid Appeal Form to the Office of Financial Aid along with supporting documentation prior to the Withdrawal date listed on the [Academic Calendar](#). Appeals received after the deadline may not be approved. To obtain the form, please contact [financialaid@aju.edu](mailto:financialaid@aju.edu).
- A student can only submit an appeal for the semester directly following their Warning period.
- Appeals are only granted once per a student's academic career at AJU.
- A student must be registered for courses during the semester/term they are submitting the appeal for. Appeals will not be considered for students that have dropped or resigned all courses prior to the financial aid census date.
- A student is responsible for all tuition and fee charges at the time the balance is due, even if they are planning to appeal or are waiting for a response for the SAP Financial Aid Appeal. This is in alignment with the [Obligation for Payment](#) policy.
- The decision of the SAP Financial Aid Appeal is final, and students will receive an email to their AJU email address regarding the outcome of the appeal.
- A student who successfully appeals the loss of their financial aid termination will be placed on Financial Aid Probation for the following payment period/semester. The student will receive an email to their AJU email address regarding the SAP standards that must be met by the following payment period/semester in order to retain financial aid eligibility. Should the student not meet the SAP standards at the conclusion of the financial aid probation period, the student will become ineligible for federal financial aid until SAP standards are met.
- If it is determined that it would take more than one semester/term in order to regain good SAP standing, a student may be placed on an Academic Plan or Federal Financial Aid Contract for Satisfactory Academic Progress. This contract will outline what milestones must be met each term or semester in order to retain financial aid eligibility. The signed contract must be returned before any federal aid can be reinstated.

## Pass/Fail Option

Full-time undergraduate students may take one course per semester (with a maximum of three) on a Pass/Fail basis. Courses offered only on a Pass/Fail basis will not count towards the student's one course limit. Credits earned on a pass/fail basis may not be applied toward the fulfillment of core curriculum, major or minor requirements. They can only apply to free electives.

Part-time and graduate students may not take courses on a Pass/Fail basis, except for those courses offered only on a Pass/Fail basis (such as Colloquium). Graduate students taking undergraduate courses for any purpose, include prerequisites, may not take courses on a Pass/Fail basis.

Students must make decisions about the Pass/Fail option within the deadline included in the Academic Calendar. No changes in either direction will be permitted after the deadline has passed. A Pass will be

awarded for a “C” or above for both undergraduate and graduate classes. Grades below these minimums will be recorded as an “F” and will be calculated as such in the GPA.

## Independent Study

Students may earn credits through independent study with permission granted for special study projects not covered in the general course offerings. Independent study criteria must be approved, in writing, by the instructor overseeing the independent project, the student’s advisor and the Dean of the student’s program. A detailed outline of the project, including material to be covered, bibliography, written work to be submitted, etc., must then be submitted to the academic advisor. All independent study courses must be documented using the Independent Study contract available by emailing the Office of Registrar Services at [registrar@aju.edu](mailto:registrar@aju.edu) and signed (either by-hand or electronically) by the instructor, academic advisor and the Dean. This form shall be processed by Office of Registrar Services by the deadline for adding classes in the semester in which the Independent Study is to be taken.

Students may not take existing courses by independent study. No more than 12 credits of independent study will be counted toward degree requirements unless special permission to do so has been given (such as in an Individualized Major where classes needed may not be offered). No more than 12 credits of independent study will be counted toward degree requirements unless special permission to do so has been given (such as in an Individualized Major where classes needed may not be offered). A student may only take one independent study per semester unless special permission is given for him or her to do more than one per semester. Please note that AJU and its faculty are under no obligation to offer any independent studies at all.

## Auditing Courses

Pending permission of the instructor and the Deans of the School(s) for the class, students may audit courses, or enroll in them without receiving credit. They are not obligated to write papers or take examinations; they are expected to attend class regularly and to complete all reading assignments. If auditing students do not prepare the assignments, instructors have the right to bar them from attending class.

Students who audit courses pay full registration and tuition fees for the courses they audit. A grade of “AU” will be recorded for auditors who meet regular attendance requirements; otherwise, the grade of “W” will be recorded. Students who are admitted to the university and are enrolled in courses for credit may audit additional courses. Students who meet the academic requirements of the various schools of the university, but have not formally applied for admission, may request permission to enroll from the instructor of the course to be audited.

Auditors wishing to enroll in the University for credit must complete the regular admission procedure. After the deadline to declare a pass/fail, audit or withdraw, students may not change their status in a course from that of a regularly enrolled student to that of an auditor or vice versa.

## Residency/Transfer of Credit Requirement

American Jewish University will make appropriate efforts to acknowledge work completed at other institutions of higher learning or previous training that may be eligible for transfer equivalency. Credits from other institutions, should they be accepted, may be applied only in pursuit of degrees at the University. Credits may be transferred for courses applicable to the degree for which a student has earned a grade of C or above at an accredited institution.

## Academic Integrity Policy

Academic integrity is essential to collegial pursuit of truth and knowledge and gives the University community credibility. The principles of academic integrity demand the commitment of all students. Academic dishonesty is viewed at the University as a serious offense and will not be tolerated. The University expects the highest standards of integrity from all undergraduate and graduate students in the performance of academic assignments and research as well as campus and community involvement. Moreover, the University requires the cooperation of its students in creating an environment that is conducive to everyone's learning. Academic integrity includes, but is not limited to:

- Arriving and departing class on time;
- Attending class regularly;
- Being prepared for class work and discussion;
- Participating in class discussions in a way that doesn't discriminate against or harass peers or instructors and that respects the free inquiry of others;
- Refraining from disruptive behavior (i.e., talking, noises from electronic devices, coming and going during class, sleeping during class);
- Refraining from attending class under the influence of alcohol or illegal substances; and
- Adhering to specific classroom standards set forth by the instructor and the University Code of Conduct

Academic dishonesty refers to forms of cheating which result in students giving or receiving unauthorized assistance in an academic exercise or receiving credit for work which is not their own. Dishonesty in work, whether on quizzes, laboratory work, papers, examinations, etc., and regardless of the learning environment or modality of instruction, is regarded as a serious offense and may result in failure in the course, academic probation as well as suspension or expulsion from the University. Anyone who willfully assists another in the breach of integrity is held equally responsible and subject to the same penalty.

Academic dishonesty includes, but is not limited to: cheating, fabrication, plagiarism, abuse of resources, forgery of documents or assisting in academic dishonesty (i.e., any individual who authors papers for students they are assisting). AJU assumes the academic integrity of its students. In cases where academic integrity is in question, the following definitions and policies apply:

(1) Cheating is using, attempting or including any information that does not belong to the student in any academic exercise. Examples of cheating are: copying homework from another student, copying another



student's test or using an unauthorized "cheat sheet".

(2) Plagiarism is the representation of the words and ideas of another as one's own in any academic exercise. Plagiarism includes failing to provide in-text and works cited citation(s) for any outside sources.

Plagiarism also includes using the original or similar language of a source without quotations.

Modifications and rephrasing do not reduce the requirement for providing a citation. Any source material must be phrased in a student's own language or it must be quoted. This also applies to information obtained electronically from the internet as well as print sources.

(3) Fabrication is the falsification or intervention of any information or citation in any academic exercise such as: making up a source, giving an incorrect citation or misquoting a source.

(4) Forgery of documents is the unauthorized alteration or construction of any document.

(5) Assisting in academic dishonesty is the unauthorized collaboration of individual work

### **Sanctions**

Faculty members have the right and responsibility to impose course-related sanctions for violations of academic integrity that occur in a course they teach. When an instructor perceives that a violation of academic integrity has occurred, the instructor is expected to consult with the student first in order to determine if a violation has occurred. When the instructor imposes the course sanction (i.e., failing grade on the assignment or failing course grade), the instructor will report the action to the Office of Student Affairs in order to emphasize the seriousness of the violation and the University's commitment to academic integrity.

### **Appeals**

A student who receives an unfavorable judgment may appeal the decision to the Vice President of Academic Affairs within seven (7) calendar days of receiving the outcome. The appeal must be in writing and based upon one of the following elements in order for the appeal to be reviewed:

(1) Substantial evidence did not exist.

(2) Sanction is disproportionate to the offense.

(3) New evidence has come to light.

It is the responsibility of the student to provide all supporting evidence with their written appeal. In cases where the sanction is immediate suspension or expulsion from the University, the decision is made and communicated to the student by the Vice President of Academic Affairs and thus, is not eligible for appeal.

## **Grade/SAP Academic Status Appeal Policy and Procedure**

While the University supports the right of faculty to assign grades that they deem appropriate, a student who receives a grade that they believe to be inaccurate or legitimately unwarranted may file a grade appeal. Students may also file an appeal concerning their Satisfactory Academic Progress within their program. Students whose appeals have been accepted will be notified by email to their AJU email address. If applicable, the Office of Financial Aid will also be notified of the appeal update to determine the implications the approved appeal has on financial aid eligibility.

For Financial Aid eligibility appeals, please go to Appeal Process for SAP Financial Aid.

The following outlines the process:

### **GRADE APPEALS**

1. Within 15 days after the beginning of the subsequent semester after which the grade in question is assigned, the student must directly appeal the grade *to the instructor in writing*. The instructor will have 15 days to respond to the student in writing.
2. If there is no satisfactory resolution, the student may appeal to the Department Chair within 7 days after receiving a response back from the instructor. (Note: If the Department Chair is the instructor or if there is no Instructor, this step is skipped. If the Dean or the Vice President of Academic Affairs is the instructor, steps 2 and 3 are skipped. If there is no Department Chair, this step is skipped.) This appeal must be in writing and must include a cover letter explaining why the grade is inaccurate or legitimately unwarranted along with any supporting documentation (including the written appeal to the instructor and any instructor response).
3. If there is no satisfactory resolution at the Department Chair level, the student may appeal to the Dean within 15 days of receiving a response back from the Department Chair (or within 15 days of hearing back from the instructor if the instructor is the Department Chair or there is no Department Chair).
4. If there is no satisfactory resolution at the Dean level, the student may appeal to the Vice President of Academic Affairs within 15 days of receiving a response back from the Department Chair. The decision of the Vice President of Academic Affairs cannot be appealed unless they are the instructor of record, in which case the grade may only be appealed to the President of the University within 7 days after receiving a written response from the Vice President of Academic Affairs.

### **SAP ACADEMIC STATUS APPEALS**

1. Within 15 days after the beginning of the subsequent semester after which the SAP Academic Probation is assigned, the student must directly appeal the status *to the Dean in writing*. This appeal must be in writing and must include a cover letter explaining why the SAP Academic Probation status is inaccurate or legitimately unwarranted along with any supporting documentation.
2. If there is no satisfactory resolution at the Dean level, the student may appeal to the Vice President of Academic Affairs within 15 days of receiving a response back from the Dean. The decision of the Vice President of Academic Affairs cannot be appealed.
3. If there is no satisfactory resolution at the Vice President of Academic Affairs level, the student must submit a grievance to the Bureau for Private Postsecondary Education. An individual may contact the Bureau for Private Postsecondary Education for review of a complaint. The bureau may be contacted at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833; [www.bppe.ca/gov](http://www.bppe.ca/gov). Telephone: 916-431-6924; FAX: 916-263-1897.

## Class Participation and Attendance

The seminar-like structure of courses requires student presence and engagement. Students will be present when class begins and with rare exceptions, stay in their seats throughout class. It is University policy that a student may miss one class session without penalty for courses which meet once per week, up to two class sessions without penalty for courses which meet twice per week and up to three class sessions for courses which meet three times per week. It is up to each instructor whether she or he wants to distinguish between excused and non-excused absences. For each successive week of class missed (one class for a once-a-week class, two classes for a twice a week class, or three classes for a class that meets three times a week), the student's final grade will be reduced 1/3 of a letter (e.g., B to B-).

## AMERICAN JEWISH UNIVERSITY HONOR CODE

### I. PREAMBLE

As an educational institution fundamentally concerned with the free exchange of ideas, American Jewish University depends on the academic integrity of each of its members. In the spirit of this free exchange, the students and faculty of American Jewish University recognize the necessity and accept the responsibility for academic honesty. Because our community is committed to sustaining its institutional values of personal responsibility, respect, decency, and care, American Jewish University also has high communal expectations regarding general student behavior. An essential aspect of the University's educational mission, as a Jewish institution of higher learning, is to instill in students an understanding that Judaism represents a way of life where prayer and ritual must be accompanied by proper conduct and concern for others. To these ends, the Honor Code of American Jewish University has been developed to reflect the importance of upholding community values and minimizing conflict in order to do our best to be a model human community. The Honor Code is based upon the premise that concern for the individual rights of students must be balanced by the ethos of personal responsibility.

The Honor Code of American Jewish University was written by a committee of undergraduate and graduate students, faculty and administrators and was discussed and approved by the elected and appointed officers of the Associated Students of the College, the Academic Senate and the Graduate Student Association. Under the Honor Code of American Jewish University, students have a two-fold obligation: individually, they must not violate the code, and, as members of a community, they are responsible to see that suspected violations are reported. Where the Honor Code is concerned, an individual's obligation to the student body as a whole and to the reputation of American Jewish University in particular should transcend any reluctance to report suspected infractions.

### II. STUDENT RIGHTS AND RESPONSIBILITIES

#### A. STUDENT RIGHTS

Every student attending American Jewish University is entitled to the freedoms of speech, assembly, and association as defined within the context of this document. A concomitant responsibility of the University is the maintenance of order on campus to ensure the broadest range of freedom for all members of the University community. Maintaining the balance between students' rights and

responsibilities necessitates the promulgation of rules and regulations that reasonably limit some student activity and proscribe certain behavior as harmful to the orderly operation of the University and the pursuit of its legitimate goals.

Every student also has the right to a fair process. Safeguards have been incorporated into the Honor Code to the extent that some disciplinary sanctions may be appealed and the student may present evidence relevant to the issues involved in the allegations. In matters related to alleged Honor Code violations, an accused student has the right to be accorded a presumption of innocence until such time, if ever, that their guilt is established by a preponderance of evidence. They have the right to remain silent at a hearing and, at the same time, to be assured that said silence shall not be construed as evidence of guilt. They have the right to be apprised of the evidence to be presented against them and the right to present evidence in rebuttal. They also have the right to present evidence on their behalf. Students, however, do not have the right to utilize legal counsel at any point during a university honor code violation investigation or hearing unless mutually agreed to by the student and the University.

Students also have the right to confidentiality. All proceedings and/or records related to each student conduct code case are strictly confidential to the extent the student poses no harm or threat to themselves or others. Student records will be maintained in accordance with the Family Education Rights and Privacy Act of 1974. The Director of Student Affairs shall keep records of all cases. If a student is found guilty of a violation, records of the case will become a part of the student's permanent academic file, which is housed in the Registrar's office. Sanctions of academic or administrative suspension or expulsion will be recorded on the student's permanent academic transcript. Information from student records will not be made available to either persons on or off campus except as provided by FERPA.

Finally, students possess the right to an education and an equal opportunity to learn. The concomitant responsibilities of American Jewish University include goals for student learning, assessment of student performance and the provision of faculty and instructional resources to meet these expectations.

American Jewish University is dedicated to preventing any form of discrimination by or toward students. It is a violation of University policy to discriminate based on age, sex, race, color, creed, religion, marital status, national origin or ancestry, physical or mental disability, medical condition including genetic characteristics, sexual orientation, or any other consideration made unlawful by federal, state, or local laws. If any student believes that unlawful discrimination has occurred, they should submit a written complaint to the Office of Student Affairs requesting an investigation.

## **B. STUDENT RESPONSIBILITIES**

For the purposes of this article, the following terms are defined:

1. The term "member of the campus community" is defined as American Jewish University academic, non-academic, or administrative personnel; students; Board of Directors; or other persons while such persons are on campus property or at a campus function.
2. The term "campus property" includes: real or personal property in the possession of, or under the control of, the Board of Directors of American Jewish University, and
3. All campus dining, retail, or residence facilities whether operated by the campus or a campus

auxiliary.

4. The term "deadly weapon" is based upon definitions of state law.

5. Reference to behavior described as "lewd, indecent, or obscene" is based upon definitions of state law.

6. The term "hazing" refers to any method of initiation into a student organization or any pastime or amusement engaged in which causes, or is likely to cause bodily danger, or physical or emotional harm to any member of the campus community.

7. Actions which are held to be "intimidating, demeaning, harassing, coercive, or abusive to another person" must be so in the eyes of reasonable observers and not solely in the opinion of the accuser.

### **1. CONDUCT CODE:**

Any student at American Jewish University may be found to be in violation of the Honor Code of American Jewish University for one or more of the following causes:

a. Academic dishonesty.

b. Forgery; alteration; or misuse of campus documents, records, or identification; or knowingly furnishing false information.

c. Misrepresentation of oneself or of a student organization to be an agent of the American Jewish University.

d. Obstruction or disruption, on or off campus property, of the campus educational process, administrative process, or other campus function. This also includes disruptive behavior in the classroom or at a campus event.

e. Physical or verbal abuse, on or off campus property, of the person or property of any member of the campus community or members of their family or the threat of such abuse.

f. Theft of, or non-accidental damage to, campus property, or property in the possession of, or owned by, a member of the campus community.

g. Unauthorized entry into, unauthorized use of, or misuse of campus property.

h. The sale, or knowing possession of, or use of dangerous drugs, restricted drugs, illicit drugs or narcotics as those terms are used in California statutes, except when lawfully prescribed pursuant to medical or dental care, or when lawfully permitted for the purpose of research, instruction, or analysis.

i. Knowing possession or use of explosives, dangerous chemicals, or deadly weapons on campus property or at a campus function.

j. Engaging in lewd, indecent, or obscene behavior on campus property or at a campus function.

k. Hazing a member of the campus community.

l. Any actions, including those of a sexual nature or involving sexual activities, which are intimidating, demeaning, harassing, coercive, or abusive to another person, or which invade the right to privacy of another person.

m. Creating a fire, safety or health hazard.

n. Unauthorized use of a computer system, access codes, or similar devices to access restricted or controlled data, property or areas of the campus.

o. Making an accusation which is intentionally false or is made with reckless disregard for the truth against any member of the campus community.

p. Soliciting or assisting another to do any act which would subject a student to disciplinary action under

the Honor Code of the American Jewish University.

q. Failure to report known Honor Code infractions committed by fellow students.

**2. STANDARDS OF ACADEMIC INTEGRITY:** The term "academic dishonesty" which appears in the Conduct Code, Section A, includes but is not limited to the following definitions:

**(a) Examination Behavior:** Unless expressly permitted by the instructor, use of external assistance during an examination shall be considered academically dishonest. Inappropriate examination behavior includes but is not limited to:

1. Communicating with another student in any way during an examination,
2. Copying material from another student's examination,
3. Allowing a student to copy from one's examination,
4. Using unauthorized notes, calculators, the Internet or other sources of unauthorized assistance.

**(b) Fabrication:** Any intentional falsification, invention of data, or false citation in an academic exercise will be considered to be academic dishonesty. Fabrication involves but is not limited to:

- (1) inventing or altering data for a laboratory experiment or field project,
- (2) padding a bibliography of a term paper or research paper with sources one did not utilize,
- (3) resubmitting returned and corrected academic work under the pretense of grader evaluation error when, in fact, the work has been altered from its original form.

**(c) Plagiarism:** Plagiarism is the representation of the words and ideas of another as one's own in any academic exercise. Plagiarism includes failing to provide in-text and works cited citation(s) for any outside sources. Plagiarism also includes using the original or similar language of a source without quotations. Modifications and rephrasing do not reduce the requirement for providing a citation. Any source material must be phrased in a student's own language or it must be quoted. This also applies to information obtained electronically from the internet as well as print sources.

**(d) Other Types of Academic Dishonesty:** Other forms of academic dishonesty include but are not limited to:

1. Submitting a paper written by (either wholly in part) or obtained from another person.
2. Using a paper or essay in more than one class without the instructors' expressed permission.
3. Obtaining a copy of an examination in advance without the knowledge and consent of the instructor.
4. Altering academic records outside of official institutional procedures.
5. Using another person to complete academic assignments such as homework or take-home exams, essays or using another person posing as oneself to take classroom examinations.

### III. DISCIPLINARY PROCEDURE FOR HONOR CODE VIOLATIONS

#### A. INITIATION OF CHARGES AND INVESTIGATION

In order to initiate an Honor Code investigation with the Office of Student Affairs, a current matriculated student must complete and submit an AJU grievance form along with any witness statements or supporting evidence. It is the accusing student's responsibility, not that of the University, to gather witness statements and supporting evidence. If University administrators have reason to believe that a

policy violation may have occurred, the Office of Student Affairs may launch an investigation without receiving a grievance.

Once a grievance has been filed, the Ombudsman will conduct an intake meeting with the Reporting Party. The Reporting Party has the right to request that their name and other identifying information be withheld from the Respondent, and/or that the Ombudsman take no formal action in response to the grievance. If the Reporting Party makes such a request, the Ombudsman will balance the request against the dual obligation to provide a safe and nondiscriminatory environment for all AJU community members, and to remain true to principles of fundamental fairness that require AJU to provide the Respondent with notice of the allegations and an opportunity to respond before action is taken against the Respondent. The Ombudsman will make this determination consistent with the following considerations: (1) the seriousness of the conduct; (2) the respective ages and roles of the Reporting Party and the Respondent; (3) whether there have been other complaints or reports of Prohibited Conduct against the Respondent; and (4) the right of the Respondent to receive notice and relevant information before disciplinary action is sought. Should the Ombudsman determine that, in response to the Reporting Party's request, AJU can satisfy its obligations to the Reporting Party, AJU community members, and the Respondent without proceeding through the Grievance Process described herein, the Ombudsman has the discretion to do so.

Absent a request for confidentiality as described above, the Ombudsman will interview the Reporting Party in order to get a basic understanding of the reported Prohibited Conduct. The interview will include questions to understand the key facts upon which the Reporting Party based the report (i.e., the who, what, where, and when), in order to appropriately assess how to proceed. At the conclusion of the Intake Meeting, and if the Reporting Party wishes to move forward with a complaint, the Ombudsman will make an initial threshold determination regarding whether the Reporting Party's report states facts that, if true, would constitute a violation of AJU's student handbook. The Ombudsman will make this threshold determination within three (3) business days of the Intake Meeting and communicate that finding in writing to the Reporting Party.

The Ombudsman determines whether an additional fact-finding investigation is necessary. This factfinding may involve interviews with named individuals or requests for additional, written statements. While respecting confidentiality as much as possible, the Ombudsman or a representative from the Office of Student Affairs may also consult with other campus administrators, staff, or faculty.

Students may not have legal counsel attend any meeting, hearing, or proceeding related to an alleged Honor Code violation, nor will the University communicate about such matters with a student's legal counsel.

## **B. INTERIM ACTION**

The Ombudsman, jointly with the Vice President for Academic Affairs, may order the immediate restriction or suspension of a student alleged to be in violation of the Honor Code for an interim period prior to the resolution of a disciplinary proceeding if there is reliable or credible information that the continued presence of the student on campus or at University-sponsored events poses a threat of harm

or substantial disruption. The decision to restrict or suspend a student for an interim period of time will be communicated in writing to the student by the Office of Student Affairs. Partial suspensions (e.g., from university housing or from specific classes or activities) are also possible.

A student who is restricted or suspended may appeal this decision to the Rector within five (5) business days following the effective date of the interim action. Assuming the interim action is not overturned, it will remain in effect until a final decision has been made on the pending charges or until the Ombudsman and the Vice President for Academic Affairs determine that the reasons for imposing the interim action no longer exist.

### **C. DECISION**

At the conclusion of the investigation the Ombudsman will reach a decision which may include potential sanctions.

The Ombudsman will send the accused student a Final Report detailing the decision within fifteen (15) business days of the conclusion of the investigation. This Final Report will include a description of the procedure for the appeal process.

#### **Sanctions**

If the Respondent is found responsible for one or more violations of AJU's student conduct policies, AJU will issue sanctions commensurate with the violation(s). Any one or more of the sanctions listed here may be imposed on a Respondent who is found responsible for a violation. Sanctions not listed here may also be imposed. Sanctions are assessed in response to the specific violation(s) and any prior discipline history of the Respondent. **Sanctions are effective immediately. If the Respondent appeals the findings contained in the Final Report, the sanctions will continue in effect during the appeal.**

Possible sanctions include, but are not limited to:

1. Warning: Notice, in writing, that continuation or repetition of Prohibited Conduct may be cause for additional disciplinary action.
2. Censure: A written reprimand for violating the student conduct policy. This conduct status specifies a period of time during which the student's good standing with AJU may be in jeopardy. The student is officially warned that continuation or repetition of Prohibited Conduct may be cause for additional conduct action including probation, suspension, or expulsion from AJU.
3. Disciplinary Probation: Exclusion from participation in privileged activities for a specified period of time (privileged activities may include, but are not limited to, elected or appointed offices, some student employment, and student life programming). Additional restrictions or conditions may also be imposed. Violations of the terms of disciplinary probation or any other AJU policy violations may result in further disciplinary action.
4. Removal from Campus Housing: Students may be removed from AJU housing and/or barred from applying for campus housing due to disciplinary violations of this Code.
5. Suspension: Exclusion from AJU premises, attending classes, and other privileges or activities for a specified period of time, as set forth in the suspension notice. Notice of this action will remain in the student's conduct file and will be permanently recorded on the student's academic transcript.



Conditions for readmission may be specified in the suspension notice.

6. Expulsion: Permanent termination of student status and exclusion from AJU premises, privileges, and activities. This action will be permanently recorded on the student's academic transcript.

7. Revocation of Admission and/or Degree: Admission to, or a degree awarded by, AJU may be revoked for fraud, misrepresentation in obtaining the degree, violation of AJU policies or the Student Code of Conduct, or for other serious violations committed by a student prior to enrollment or graduation.

8. Withholding Degree: AJU may withhold awarding a degree otherwise earned until the completion of the process set forth in this Policy, including the completion of all sanctions imposed, if any.

9. Other: Other sanctions may be imposed instead of, or in addition to, those specified here. Service and/or education may also be assigned.

10. Multiple Sanctions: More than one of the sanctions listed above maybe imposed for any single violation.

Suspension, expulsion, and withdrawal pending disciplinary action are permanently noted on a student's transcript.

#### **D. APPEAL PROCESS**

Should the Respondent accept the decision or sanction, the case will be considered closed. However, should the Respondent wish to appeal the decision, they may do so within seven (7) calendar days of receipt of the letter informing the student of the decision. The appeal must be made in writing to the Ombudsman. The appeal must be based upon one of the following elements in order for the appeal to be reviewed: (1) substantial new information; (2) sanction is disproportionate to the offense; and/or (3) significant procedural error.

- *Substantial New Information*: New information has arisen that was not available or known to the Appellant during the investigation or hearing and that could significantly impact the findings. Information that was known to the Appellant during the investigation or hearing but which s/he chose not to present is not new information. A summary of this new evidence and its potential impact on the investigation findings must be included in the written appeal; or
- *Sanction is disproportionate to the offense*: Appellant believes that the sanction is too severe for the offense. A description of the offense and justification for why the sanction is disproportionate must be included in the written appeal; or
- *Significant Procedural Error*: A procedural error occurred that significantly impacted the outcome of the investigation or hearing as it applies to the Appellant (e.g. substantiated bias, material deviation from established procedures, etc.). A description of the error and its impact on the outcome of the case must be included in the written appeal.

All supporting evidence must be included with the written appeal. *There is no appeal past the final decision of the hearing board.*

The role of the Hearing Board is limited. Appeals are not intended to be a full rehearing of the complaint. Appeals are confined to a review of the Appeal Record for the grounds stated above. The

findings contained in the Final Report, which is provided to all Hearing Board members, are presumed to have been decided reasonably and appropriately. The Appellant carries the burden of proof to demonstrate that either the alleged error, or the proposed new evidence, would significantly and materially impact the outcome of the proceeding.

The Hearing Board will determine whether any grounds for the appeal are substantiated. If the Hearing Board determines that the Request for Appeal does not meet the standards for an appeal under this Grievance Process, the Appeal Boards will notify both Parties of that outcome within ten (10) business days of receipt of both the appeal and any response to the appeal by the Ombudsman. If the Hearing Board determines that the Request for Appeal does meet the standards for an appeal under this Grievance Process, the Hearing Board will take appropriate action as indicated below.

- **Procedural Error:** If it is determined that a procedural error occurred that was substantially prejudicial to the outcome of the investigation or hearing, the Hearing Board may return the complaint to the Ombudsman with instructions to correct the error, and to reconsider the findings as appropriate. In rare cases, where the procedural error cannot be corrected by the Ombudsman (as in cases of bias), the Hearing Board may order a new investigation with a new investigator.
- **New Information:** If the Hearing Board determines that new information should be considered, the complaint will be returned to the Ombudsman to reconsider the complaint in light of the new information, and to reconsider the original findings as appropriate. The Ombudsman will then prepare an Addendum to the Final Report.
- **Disproportionate Sanction:** If the Hearing Board determines that the sanction(s) is/are disproportionate to the offense, the Hearing Board may issue one or more new sanctions.

## **E. THE HEARING**

In order to preserve the confidential nature of the disciplinary process, and to protect the privacy of the Respondent and any witnesses who may be called to testify, the hearing conducted by the Hearing Board will be closed. Except as otherwise agreed to by all parties, witnesses will be excluded from the hearing except during their own testimony.

The Hearing Board will consist of three full time faculty members. The Ombudsman will serve as the coordinator of the hearing, as well as a stenographer. This role is purely administrative and the hearing coordinator does not otherwise participate in the hearing.

The Respondent and the Reporting Party may each be accompanied by a personal advisor (not legal counsel), who may provide emotional support. Should either party wish to invite a personal advisor, they must convey this request in writing to the Ombudsman at least three (3) business days in advance of the hearing date, and the Ombudsman must approve this request in writing. A personal advisor is not allowed to directly participate in or speak during the hearing. Should a personal advisor obstruct or disrupt a hearing in any way, the Hearing Board may remove the personal advisor. As addressed previously, unless otherwise agreed upon by all parties, attorneys are not allowed at a hearing, and the University bears no responsibility to respond to any student's legal counsel.

Information regarding prior misconduct will not be used as proof of a current violation, but may be admitted for other purposes - to show that the student had prior experience relevant to the charge or to show that the student had previously been informed that the conduct was unacceptable. Evidence of prior misconduct may be considered by the Hearing Board in determining an appropriate sanction.

A Respondent who fails to appear at the hearing will be deemed to have abandoned their request for an appeal, unless they can demonstrate that an extraordinary circumstance beyond their control prevented their appearance.

The hearing will be recorded manually or by a recording device.

The content and procedure of the hearing will be as follows:

1. The Ombudsman will present an overview of the allegations which will summarize the hearing to come.
2. The Reporting Party and then the Respondent may present a short opening statement if they choose.
3. The Hearing Board may ask questions of the Reporting Party and the Respondent.
4. The Ombudsman will call witnesses to provide statements under oath. Witnesses may give a statement or they may choose to just respond to questions posed to them by the Hearing Board. The Hearing Board has absolute discretion to decide upon a format for the hearing and to determine which witnesses are relevant to the outcome determination. A Hearing Board may decline to hear from a witness where they conclude that the information is not necessary for their outcome determination.
5. Throughout the proceeding, the parties may refer only to evidence included in the Final Report or submitted as part of the written appeal; no additional information may be introduced.
6. The Reporting Party and then the Respondent may present a short closing statement if they choose.
7. The Ombudsman will then summarize the next steps of the judicial process.

### **Notice of Hearing Outcome**

Following the hearing, the Hearing Board will consider all of the evidence and make a determination, by a preponderance of the evidence, whether the Respondent has violated AJU policies. The Hearing Board will issue a written notice of hearing outcome (the "Final Report"), which will contain the Hearing Officer's factual findings, determination of whether a policy violation occurred, and a summary of the Hearing Officer's rationale in support of the hearing outcome. The Hearing Officer will strive to issue the Final Report within fourteen (14) business days of the hearing.

The information under "Student Rights and Responsibilities", Section II, A. and B. is adapted with permission from the Codes of Student Conduct of The California State University, the University of Nevada, Las Vegas, and the University of Maryland.

### **Termination from a Program or Dismissal**

A student may be terminated from a program for reasons including but not limited to the following:

- Violation of Honor Code policies
- Failure to pay tuition or fees

- Continuous absence from a program
- Two consecutive semesters of non-satisfactory academic progress (SAP).

## **Reinstatement to American Jewish University**

Terminated students wishing to return to AJU must apply for reinstatement. Requests for reinstatement will be reviewed by the Deans and/or management. Decisions will be made based on the reason for termination, the needs of the University and students as well as the student's overall performance. Reinstatement to the University may be contingent upon adherence to conditions and/or plans as stipulated by AJU, such as academic or payment plans, safe conduct provisions, etc. Failure to adhere to these conditions/plans may result in termination from the program. Students who have been terminated from a program for SAP are not eligible to continue in said program.

Students in such situations may reapply as a new student for admission to said programs after a minimum two-year hiatus. Students who have been inactive for five or more years may be required to complete an application for admission for consideration. Program requirements are revised periodically in response to changes in standards and in an effort to provide the best education possible. As such, prior to re-enrolling, returning students should meet with the program Dean for a degree audit evaluation. The Dean will assess which courses completed previously are relevant to the current program as well as which requirements remain in order for the student to graduate. (For School of Social Impact and Enterprise Management policy, defer to Admissions requirements).

### **FINANCIAL AID REINSTATEMENT**

If a student is academically dismissed for any semester and then is readmitted to the University, financial assistance will not be reinstated until the student's AJU cumulative GPA is raised to a minimum of 2.0 for undergraduate students, 3.0 for graduate students.

Likewise, previous aid recipients who financial aid eligibility has been lost via Warning and/or Probation will not be eligible for reinstatement until their AJU cumulative GPA is raised to a minimum of 2.0 for undergraduate students, 3.0 for graduate students.

Students who are seeking either form of financial aid reinstatement are required to meet with an Academic Advisor to confirm classes, units, and the minimum requirements to remain eligible by the end of a specified conditional period. The meeting must be completed before the end of the drop/add period for the initial conditional term. Confirmation and documentation of the meeting with Academic Advising, including minimum grade(s) and units required, must be submitted to the Office of Financial Aid before financial aid reinstatement will be considered.

# Student Resources



## Academic Calendar

Academic calendars are published online approximately six months before the start of the new academic year. Students are responsible for adhering to the deadlines included in these calendars, and for keeping track of amendments to these calendars. <https://www.aju.edu/current-students/academic-calendar>

## Registration

Students are required to register in person at the times specified in the Academic Calendar. Contact the Office of Registrar Services or your academic department for specific registration times. In unusual circumstances, out-of-town students may petition the Registrar for permission to register by mail.

All student programs must be approved by the student's academic advisor prior to registration; academic departments will assign students advisement appointments. Contact your department for further information. Late registration fees will be added to the students' account if they register late, depending on how many days have passed. A schedule of these fees and dates are published in the academic calendar.

## Schedule of Classes

Each semester, the University publishes a Schedule of Classes. The schedule lists specific course offerings for a given semester, as well as instructors, times, and other pertinent information.

## Final Examinations

It is the prerogative of the instructor to determine whether a final examination and/or a term paper shall be required in any given course. If a final exam is not given, instructors must still meet their classes at the scheduled final exam period. If a final examination is given, it must be given on the day and time advertised in the Final Exam Schedule. Students are expected to be present for regularly scheduled final examinations unless, because of illness or other unavoidable circumstances, a student finds it impossible to report for a final examination at the scheduled time. In this case, he or she must inform the instructor as well as the appropriate academic Dean or program director in advance and petition for permission to take a makeup examination. Students who are scheduled for more than three exams in a single day or who are scheduled for conflicting exams may request a rescheduling. To do so, students should confer with the Director of their program or department.

# All Course Listing

(Alpha by course code)

## *BIB 506 INTRODUCTION TO THE BIBLE*

LECTURE 3 CREDITS The Hebrew Bible is a complex collection of writings composed centuries ago by people whose problems, interests, and ways of life were often very different from our own; yet, its influence permeates many aspects of contemporary religious faith communities as well as general Western culture. Much in contemporary law, literature, art, morals, and religion reflect its books as these have come to be interpreted.

## *BIB 509 READINGS IN HUMASH*

LECTURE 3 CREDITS Students who have no real experience reading the Torah in Hebrew learn the skills to decipher a verse in the Torah. They learn the fundamentals of biblical Hebrew, how to look up words in a biblical lexicon, and basic grammar. Students are responsible for preparing the Hebrew Biblical text using a lexicon and grammar book, writing their own translations and reading these aloud in class. They are also responsible for analyzing the verbs for their roots, conjugations, tense, etc.

## *BIB 510 HUMASH WITH RASHI*

LECTURE 3 CREDITS This class builds on the previous semester's class introducing the Humash to broaden the student's exposure to include traditional Jewish commentaries to the Humash, mainly Rashi. This will allow the students to begin to appreciate the keen reading sensitivity of the commentators, begin to understand Rashi's problems with key texts and his solutions to those problems, and to recognize how the commentators (mainly Rashi) utilize Biblical anomalies, ambiguities and literary richness to grapple with the religious and existential challenges of their own times and communities.

## *BIB 518 TORAH ANTHOLOGIES*

LECTURE 2 CREDITS Students take this course their final semester before ordination. It is an opportunity for synthesizing and utilizing skills and knowledge, which they have acquired through their school career. This course exposes students to a variety of early modern and contemporary tools that rabbis can use in their study of the Chumash. The students also review of the resources available for the preparation and development of meaningful lessons and derashot.

## *BIB 525 MIKRAOT GEDOLOT*

LECTURE 3 CREDITS This class will familiarize the student with the narratives, principle characters, themes, and highlights of the weekly parashiyot of the Torah. In addition, it will expose them to several different academic approaches to the study of Bible (including but not limited to: anthropological, literary, source critical, myth/ritual, feminist, historical, sociological, archaeological). Using these varied approaches in order to get a sense of the range of tools needed for an integrated understanding of Torah, the student should be capable of researching a biblical passage or topic using several of these approaches, and should end the semester able to identify key persons, places, themes, and phrases by Parashah.

## *BIB 528 NEVI'IM & KHETUVIM*

LECTURE 3 CREDITS This class will complete the introductory survey courses in Bible with a focused exploration of the second and third sections of the Tanakh, with particular attention paid to those prophetic and poetic materials in these sections that have been utilized for Jewish liturgical purposes (Haftarot, liturgical psalms, etc).

*BIB 542 TANACH WITH MEFARSHIM (TAKEN IN ISRAEL)*

LECTURE 4 CREDITS This course will strengthen students' ability to read biblical texts with traditional commentaries. Although it may vary from year to year, it will likely be one semester of Torah and one semester of Nach as determined in consultation between the Yeshiva and the Ziegler School of Rabbinic Studies.

*BUS 103 PRINCIPLES OF FINANCIAL & MANAGERIAL ACCOUNTING*

LECTURE 3 CREDITS This course presents the underlying framework and concepts of Financial and Managerial Accounting in the context of how accounting and Generally Accepted Accounting Principles fit in the overall business environment of contemporary society. Prerequisite: MAT 101 or Instructor Permission.

*BUS 104 INTRODUCTION TO ECONOMICS AND CONSCIOUS CAPITALISM*

LECTURE 3 CREDITS This course provides students with an understanding of micro- and macro-economic principles, including the growing field of behavioral economics, which rejects long-standing neo-classical perfection assumptions. The course also provides students with the economic rationales for sustainable entrepreneurship and innovation in the social space (environment, arts, education, economic development, etc.), which has become a materially growing segment of the U.S. and global economies. For example, over 20 states legislatures since 2008 have enacted new for-profit business forms called "Benefit Corporations," which allow for fiduciary duties to run primarily to a broad group of stakeholders (for example employees or the community), rather than to shareholders, and internationally, innovative concepts such as microfinance have helped many people in developing economies in areas such as accessing clean water, disease prevention, sanitation, while also benefitting social entrepreneurs in developed economies. The course also discusses the role of non-profit entities. Prerequisite: MAT 103 or Instructor Permission.

*BUS 105 BUSINESS LAW I*

LECTURE 3 CREDITS This course will present law and legal institutions in society, emphasizing areas of law relevant to business operations, general legal, and social environment with emphasis on business ethics; role of contracts in business; and employment obligations.

*BUS 106 21<sup>st</sup> CENTURY ENTREPRENEURSHIP, BUSINESS STARTUPS, & DISRUPTIVE INNOVATION*

LECTURE 3 CREDITS In this course, students will explore entrepreneurship, innovation, and business ideation, creation, and management, with a focus on achieving and maintaining a sustainable competitive advantage as a startup business. Topics covered include: global opportunities; service, quality, and technology in the planning and managing a small business; financial and legal management; and marketing the new product or service as well as the impact of the financial crisis on small business management. The process of developing a business plan will be discussed; emphasis will be placed on the importance of a well-written executive summary. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, or Instructor Permission.

*BUS 202 NEW VENTURE MANAGEMENT AND ORGANIZATIONAL BEHAVIOR*

LECTURE 3 CREDITS In this course, learners will obtain an introduction to current business structures practices. Topics covered include for profit and nonprofit management, ethical management, planning and performance, and social issues in business, with a focus on behavior of—and in—the entrepreneurial firm. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, MAT 103, or Instructor Permission.

*BUS 211 SUSTAINABLE NEW MARKET PENETRATION & GLOBAL EMPLOYEE RECRUITMENT & RETENTION*

LECTURE 3 CREDITS This course provides students with an understanding of sustainable new market penetration via a survey of topics related to international business and trade. The course introduces students to the international business environment, trade theories, the basics of international monetary and political systems, and



the effects of legal, political and cultural forces on the global economy. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, BUS 202, or Instructor Permission.

*BUS 250 ENTREPRENEURIAL REAL ESTATE: INVESTMENT, USAGE, AND DRIVING VALUE FOR DEVELOPMENT*

LECTURE 3 CREDITS This course uses an entrepreneurial approach to real estate that covers concept generation, planning, research, acquisition, design, construction, property law, finance, and investment. Students will engage in experiential learning to sensitize them to the breadth of inquiry, critical thinking and analysis involved in contemporary real estate. Instruction focuses on creation of optimal spatial solutions for targeted users on targeted sites that are sustainable, socially responsible, consciously capitalistic, and economically and environmentally viable. The course also helps students develop entrepreneurial, fact-based approaches to deploy quantitative and qualitative approaches that incorporate the perspectives of space users, space producers, and market facilitators. Students will also apply the three approaches to value that underpin real estate appraisal: cost, income and sales comparisons. Students also analyze the impact of macroeconomic conditions, supply/demand conditions, capital flows, and investor behavior. Students develop proprietary valuation models and apply appropriate quantitative tools and software for predicting most probable prices. Learners also will acquire familiarity with key issues and documents relating to real estate decisions and entrepreneurship, including leasing, insurance, construction contracts, transactions, regulation, financing and bankruptcy. Prerequisites: MAT 103, COR 102, BUS 103, BUS 104, BUS 105, BUS 106, BUS 313A, or Instructor Permission. Strongly suggested: Completion of BUS 313B and BUS 332.

*BUS 301 THE ENTREPRENEUR'S ETHICAL COMPASS*

LECTURE 3 CREDITS After introductory lectures on ethical theory, a variety of issues are examined in applied moral philosophy from the standpoint of Jewish and Western sources. In the area of business ethics, the following are examined: privacy and confidentiality, business deception (e.g. truth-in-advertising), corporate social responsibility, and the foundations for capitalism or socialism. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, BUS 202, or Instructor Permission.

*BUS 313A IMPACT INVESTMENT, ANALYSIS, AND VALUATION*

LECTURE 3 CREDITS This course will provide students with an understanding of basic concepts in finance, including security markets, interest rates, taxes, risk analysis, time value of money, security analysis and valuation, short term financial planning, capital budgeting, and capital structure. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, or Instructor Permission.

*BUS 313B NAVIGATING NEW VENTURE FINANCING SOURCES*

LECTURE 3 CREDITS This course examines the primary focus of finance in an entrepreneurial startup, where fundraising often essentially equates to revenues. Students will learn the value of project finance, methods to seek external financing and how to manage a lean operation, whether via bootstrapping or otherwise. The course also discusses the relevance and the valuation methodologies of seed funding, angel investors, private equity and venture capital investors, banking relationships, and other external sources of externally financing the business that often dilute the ownership of the founding entrepreneurs. The course also concerns managing the finances of the enterprise from formation through meaningful growth. Many new ventures and innovation fail due to inadequate funding. Major sources of funding for new ventures are reviewed and evaluated in this course, including: venture capital, informal investors, banks, investment banks, suppliers, buyers and the government. Some of the topics for this course include valuation, "guerilla financing," joint ventures, strategic alliances, private placements, IPOs and management buyouts. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, BUS 313B, or Instructor Permission.

### *BUS 315 BUSINESS FINANCE*

LECTURE 3 CREDITS A review of current financial institutions and their development, emphasizing literature and research of current and potential developments in this field. Topics include: the tools of finance, working capital policy and management, cost of capital, long-term sources of financing, and special topics such as mergers, acquisitions, bankruptcy, and privatization.

### *BUS 320 SELL IT! ENTREPRENEURIAL MARKETING, BRAND, AND CUSTOMER MANAGEMENT*

LECTURE 3 CREDITS This course allows students to learn how to conduct market research to evaluate marketing opportunities that may exist and to engage in simulated marketing for entrepreneurial and innovative startups. Focus is on providing students with tools to evaluate business opportunities and make better decisions based on appropriate research methods. Topics include the importance of positioning and brand management as needed skills for entrepreneurs as they begin their innovative firms and communicate the firm's key value propositions with third-parties. The course covers methods for recognizing, discovering, or creating opportunities and validating those opportunities. Students will be exposed to strategies, theories, and personal skills involved in processes used to manage and build customer relationships and gain an appreciation for the role of customer value in marketing. Prerequisites: MAT 103, COR 102, BUS 103, BUS 104, BUS 105, BUS 106, or Instructor Permission.

### *BUS 332 EMERGING ENTERPRISES' LEGAL, REGULATORY, AND RISK MANAGEMENT ENVIRONMENTS*

LECTURE 3 CREDITS This course permits students to study the legal environment specific to entrepreneurs and innovators. From choice of business entity (sole proprietorship, partnership, S-corporation, C-corporation, Benefit Corporation, non-stock corporation (non-profit/charity), and limited liability company to the securities regulation pitfalls that often hamper entrepreneurs who are unaware of their important relevance to obtaining funding legally to equity compensation plans that permit startups to compensate employees in equity versus cash to contractual conversion rights and anti-dilution protections for the founding entrepreneurs. The course involves the study of additional legal issues surrounding emerging enterprises, including financing negotiations and term sheets, Non-Disclosure Agreements, siting and leases, intellectual property (trademark, copyright, and patent), taxation, debtor-creditor relations, and employment law. Prerequisites: MAT 103, COR 102, BUS 103, BUS 104, BUS 105, BUS 106, or Instructor Permission.

### *BUS 333 ENTREPRENEURIAL INFORMATICS, CYBER-SECURITY, TECHNOLOGY, AND INNOVATION MANAGEMENT*

LECTURE 3 CREDITS This course helps students understand basic concepts of information in a context including, but not limited to computer technology; examination of hardware and software; the impact computers have on society including employment, privacy, ethics and security, including Cyber-Security, and, working with information as a resource. The course is designed to explore the concepts of change, innovation, and corporate venturing. Issues associated with entrepreneurial behavior and the development and implementation of programs to encourage entrepreneurship (creating value through innovation) is explored. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, or Instructor Permission.

### *BUS 377 ADVERTISING*

LECTURE 1 CREDIT What is the role of advertising today? What advertising inspires and influences? This course will be interactive, taking examples from the class and studying the characteristics and psychology of advertising today.

### *BUS 380 SPIRITUALITY IN BUSINESS*

LECTURE 1 CREDIT Where can we find the spirit of Judaism in business? How does social responsibility affect business? And how does our own personal practice of connecting with spirit impact relationships in the business

world? This will be a discussion-oriented class, taking notes from Pirkei Avot, the Conscious Capitalism movement and other relevant texts.

*BUS 390 SELECTED TOPICS IN BUSINESS AND MANAGEMENT*

LECTURE 3 CREDITS Selected studies in a field of Business and Management.

*BUS 400A CAPSTONE - WRITING THE BUSINESS PLAN*

LECTURE 3 CREDITS This course allows students to learn the pieces needed, and the thought that goes into, developing a business plan for a proposed startup business via ideation, strategy development, choice of legal entity, marketing forecasting, and proposed financing and pro-forma runway. Emphasis is placed on the completeness of the business plan as the foundation for the student's capstone project of taking the complexity of the business plan (generally for internal use within the enterprise) and transforming the business plan to brief an investor pitch deck, in which only the most important information survives on paper, and the remainder of the business plan must be communicated effectively verbally or via appendices. Prerequisites: MAT 103, COR 102, BUS 103, BUS 104, BUS 105, BUS 106, BUS 301, BUS 311, BUS 313A, BUS 313B, BUS 320, BUS 332, BUS 333, LCM 260, or Instructor Permission.

*BUS 400B CAPSTONE - STRATEGIC ENTREPRENEURIAL MANAGEMENT: "MAKING THE PITCH"*

LECTURE 3 CREDITS Exploration of the concept and context of management strategy across different approaches, environmental settings, and significant dimensions such as finance and accounting, marketing, interpersonal relations, values and ethics, issues and stakeholder management, and creativity. This course aims at developing analytical skills and abilities for practical and effective application in the full range of business environments. Prerequisites: MAT 103, COR 102, BUS 103, BUS 104, BUS 105, BUS 106, BUS 301, BUS 311, BUS 313A, BUS 313B, BUS 320, BUS 332, BUS 333, BUS 400A, LCM 260, or Instructor Permission.

*BUS 498 PRACTICUM*

3 CREDITS

*BUS 499 INDEPENDENT STUDY*

1-3 CREDITS

*EDU 300 OBSERVATION AND ASSESSMENT OF INFANTS AND TODDLERS*

LECTURE 4 CREDITS This course emphasizes knowledge and application of various techniques for observing and recording the behavior of young children in Jewish early childhood settings. Exploration of both formal and informal ways of presenting information to parents is also covered.

*EDU 301 CHILD GROWTH & DEVELOPMENT*

LECTURE 4 CREDITS Understand how children develop physically, cognitively, socially, emotionally, and culturally within a Jewish community; understand how children acquire language and creative expression; understand the links between development and learning; understand the roles and responsibilities of parents, educators, and caregivers; understand the environmental, biological, social and cultural influences on growth and development. Special attention will be given to development within a Jewish community and how religion, culture, second language and Torah guides our understanding of such.

*EDU 302 FIELD EXPERIENCE WITH INFANTS AND TODDLERS*

FIELDWORK 2 CREDITS The study of social and emotional development in early childhood through adolescence including concepts of risk, resilience, influence of family, peers, religion, socio-economic levels, etc. Discussion of interventions and remediations will be included.

### *EDU 303 INTRODUCTION TO THE ADMINISTRATION OF EARLY CHILDHOOD PROGRAMS*

LECTURE 4 CREDITS This class covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies and techniques needed to organize, open, and operate an early care and education program.

### *EDU 304 COLLABORATION AND ADAPTATIONS FOR SPECIAL NEEDS IN ECE*

LECTURE 4 CREDITS This course introduces students to various categories of disabilities, legal and historical foundations for special education services, as well as opportunities to identify, evaluate/assess and implement strategies for modifications or adaptations for exceptional children within a community of collaboration and inclusion. Focus will also be made on Jewish law and customs regarding inclusion of children and families in Jewish ritual and synagogue activities.

### *EDU 305 FIELD EXPERIENCE WITH SPECIAL NEEDS IN ECE*

FIELDWORK 2 CREDITS This field experience will provide students with an opportunity to participate in an IEP and to discover what the process is for identification, diagnosis and treatment for a child with a special need. Students will help to plan, implement and evaluate strategies for modifications for a child as well as to assist in determining other activities and events that may require modifications. An emphasis will be placed on ensuring family inclusion.

### *EDU 306 LANGUAGE AND LITERACY DEVELOPMENT IN ECE*

LECTURE 4 CREDITS This course will provide a critical examination of how to help children develop pre-reading and pre-writing skills, read and write, particularly in ELL contexts. During this course, students will have opportunities to examine a variety of issues related to teaching literacy to young children, including oral/written language development, emergent literacy/biliteracy, reading fluency, reading comprehension, phonics and vocabulary development, early writing acquisition, differentiation of instruction, children's literature, assessment in early literacy, effective reading/writing strategies, parental involvement, and reading-writing connections. Course will cover both English and Hebrew language acquisition. Also, different theories and philosophies regarding children's language/literacy development will be addressed. Developmentally appropriate practices will be also integrated throughout the course.

### *EDU 307 INTRODUCTION TO WORKING WITH YOUNG CHILDREN: CURRICULUM, PLAY, AND PEDAGOGY*

LECTURE 4 CREDITS This course will address the importance of play in the growth and development of young children ages 0 to 5. In addition, an overview of play theories as they apply to the total development of young children ages 0 to 5 will be discussed. Special attention is given to organized play experiences through arranging and scheduling developmentally appropriate learning opportunities through play for young children in private and public care settings.

### *EDU 308 COGNITIVE DEVELOPMENT*

LECTURE 4 CREDITS The goal of this course is to provide an understanding of how children's thinking develops from infancy on. We will discuss the content of children's knowledge across a variety of domains and evaluate the major theories and explanations for intellectual growth. We will review and evaluate both classic findings and state-of-the-art research on cognitive development.

### *EDU 309 STEM EDUCATION AND EXPERIENCES IN ECE*

LECTURE 4 CREDITS This course is designed for early childhood educators and specialists. Through special topics, the course explores the development of math, engineering, physics, and science curiosity in young children. Emphasis is placed on STEM and STEAM in the early childhood classroom.

*EDU 310 FIELD EXPERIENCE: PLANNING, IMPLEMENTING AND EVALUATING LESSON PLANS FOR YOUNG CHILDREN*  
FIELDWORK 2 CREDITS The study of social and emotional development in early childhood through adolescence including concepts of risk, resilience, influence of family, peers, religion, socio-economic levels, etc. Discussion of interventions and remediations will be included.

*EDU 311 CREATIVE EXPERIENCES FOR YOUNG CHILDREN*

LECTURE 4 CREDITS An exploration of principles, methods, and materials for teaching children music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking. Creative activities will be planned and presented for all activity areas, including art, movement, music, language, science, mathematics, and social studies, in addition to holiday and seasonal activities for young children. Emphasis is placed on appropriate use of all resources, including time, materials and facilities, as they apply to creative thinking.

*EDU 312 FIELD EXPERIENCE: PLANNING LITERACY BASED ACTIVITIES FOR YOUNG CHILDREN*

FIELDWORK 2 CREDITS This field work experience focuses on language and literacy with special attention given to creating a print rich environment, creating lessons for speaking, listening, writing and reading in early childhood education. Students will work with children individually, in small groups and with full class to ensure that all children are developing mastery of print and other forms of language and literacy.

*EDU 313 PARTNERING WITH FAMILIES AND THE COMMUNITY*

LECTURE 4 CREDITS This course is designed to provide students with the knowledge and skills needed to work successfully with families, caregivers, community members and more both within a school setting as well as outside of the school walls. The focus will be on strengthening adult-child relationships and parent staff relationships in home, school, and community settings. An awareness of strategies in developing positive and supportive relationships with families of young children with special needs, including the legal and philosophical basis for family participation; family-centered services; and strategies for working with socially, culturally, and linguistically diverse families will be included. Family involvement in early childhood programs and parent education will be stressed.

*EDU 314 THE INDOOR AND OUTDOOR ENVIRONMENTS: A CLASSROOM VIEW*

LECTURE 4 CREDITS This course will offer a broad perspective and exploration of early childhood environments, emphasizing the relationships between the children's learning, adult engagement, and the environment. Students will expand their current views and ideas about children's education by investigating and discussing the images of children in relation to our indoor/outdoor spaces; encountering when and how the environment acts as a teacher; building a curriculum in harmony with the surroundings; creating a sense of belonging; and discovering how to pay close attention to details in the environment in order to transform the way we live, think, interact, and learn together.

*EDU 315 CHILD GUIDANCE AND POSITIVE DISCIPLINE*

LECTURE 4 CREDITS This course is designed to provide the student with an understanding of young children's behavior. The course will provide to the student underlying causes of problem behavior, foundations for developmentally appropriate child guidance, different caregiving styles, specific positive discipline strategies and ways to manage the physical environment effectively. Students will gain various suggestions/tips on managing specific types of behavior. Students will have opportunities to solve specific problems relating to theory as compared to real-life situations.

*EDU 317 FIELD EXPERIENCE: LEADING CLASSROOM EXPERIENCES*

FIELDWORK 2 CREDITS This field work experience focuses on the final step a student teacher requires to manage and lead a classroom by themselves. With the guidance of a mentor teacher, student teachers will assume the lead role in planning, implementing and evaluating classroom design and activities for a minimum of one full week of their field work experiences.

*EDU 318 FIELD EXPERIENCE: LEADING PARENT EDUCATION*

FIELDWORK 2 CREDITS This field work experience is designed to allow student teachers and student administrators to identify a need and then provide a parenting education activity that will help parents and caregivers of young children learn and develop skills to guide children's growth and behavior more effectively.

*EDU 510 SOCIOLOGY OF EDUCATION*

LECTURE MAEd 3 CREDITS; MAT 2 CREDITS "Community" is the theme of our study together. We will begin by experiencing educational strategies designed to create a sense of community in the classroom - the smallest, and one of the most important, communities that make up the broader phenomenon of "community." We will look at the development of the American Jewish community in the twentieth century and how the institutions of Jewish education we know today evolved. We will learn about successful afternoon religious schools, day schools and family education and explore the growing field of experiential education, focusing on summer camps and Israel trips.

*EDU 515 EDUCATIONAL PSYCHOLOGY*

LECTURE 3 CREDITS This course is an introduction to the field of Human Development focusing on major issues, theories and developmental benchmarks that impact learners from birth through adolescence and adulthood. Attention will be directed to the physical, cognitive, social/emotional and moral/spiritual development of students. There will be opportunities to examine how to incorporate insights and knowledge of human development when planning and working with individual learners and groups of Jewish learners including those at different ages and developmental stages. In addition, students will be asked to reflect about their own experiences and how those experiences may impact their interactions and values as Jewish educators.

*EDU 520 PHILOSOPHY OF EDUCATION MAED ONLY*

LECTURE 3 CREDITS How can Jewish education lead to a thriving Jewish life? In this course, students encounter a variety of visions of the possible in Jewish and general education, through text, multimedia and a site visit to a renowned vision-driven school. Utilizing the philosophical rationales for divergent approaches to teaching and learning as well as the broader purposes of Jewish education, students learn the language and tools to develop and advocate for their own vision for Jewish education.

*EDU 530 THE EDUCATOR'S TOOLKIT I: SKILLS FOR SUCCESS*

LECTURE 3 CREDITS The first in a sequence of courses on the fundamentals of teaching and learning, this class introduces the essential skills and conceptual thinking used by educators today. Students will emerge with a toolbox of skills which they can flexibly adapt to a variety of educational contexts, as well as a solid foundation of concepts which will inform the rest of their coursework and their practice as educators. Topics explored include lesson planning, classroom community and behavior management, differentiated instruction, and assessment.

*EDU 532 THE EDUCATOR'S TOOLKIT II: TEACHING FOR ALL LEARNERS MAED ONLY*

LECTURE 3 CREDITS In this course we explore specific strategies for teaching and consider the impact of teacher and student beliefs and knowledge on teaching and learning. Students are introduced to and experiment with a variety of classical and contemporary teaching models.

*EDU 534 THE EDUCATOR'S TOOLKIT II: CURRICULUM DESIGN*

LECTURE 3 CREDITS What should we teach and why - This course provides a variety of frameworks for making some of the most important educational decisions. Bridging theory and practice, the course builds expertise in Understanding by Design, models of curriculum integration, project-based learning, the role of curriculum in experiential education, and curriculum applications to a variety of educational settings. Taken in conjunction with Teaching and Learning II, the course gives students an opportunity to design a curriculum unit in an area of their interest and for a setting of their choosing.

*EDU 536 ADVANCED SEMINAR IN TEACHING AND LEARNING MAT ONLY*

LECTURE 3 CREDITS A culminating course in the MAT program in which students create an original curriculum project under the guidance of an AJU scholar, utilizing the research, readings, and instructional toolkit they have accumulated in the program. The course functions as a laboratory where students can test new ways of teaching, project ideas and curricular approaches specifically geared to the development of content expertise, which they can bring back to their professional teaching settings.

*EDU 538, EDU 540, EDU 542, EDU 544 TEACHING FIELDWORK I-V MAED ONLY*

1 CREDIT Full-time MAED students complete two years of teaching fieldwork and one year of administrative fieldwork. Fieldwork serves a laboratory for students to experiment with and practice the skills and models encountered in their coursework. Actual number of hours will vary for working professionals pursuing the degree. Students may choose from a wide array of fieldwork opportunities, in consultation with the fieldwork coordinator.

*EDU 539, EDU 541, EDU 543, EDU 545 TEACHING FIELDWORK I-IV MAT ONLY*

2 CREDITS Full-time MAT students complete two years of teaching fieldwork and one year of administrative fieldwork. Fieldwork serves a laboratory for students to experiment with and practice the skills and models encountered in their coursework. Actual number of hours will vary for working professionals pursuing the degree. Students may choose from a wide array of fieldwork opportunities, in consultation with the fieldwork coordinator.

*EDU 552, EDU 553 ADMINISTRATIVE FIELDWORK MAED ONLY*

1 CREDIT Full-time MAED students complete two years of teaching fieldwork and one year of administrative fieldwork. Fieldwork serves a laboratory for students to experiment with and practice the skills and models encountered in their coursework. Actual number of hours will vary for working professionals pursuing the degree. Students may choose from a wide array of fieldwork opportunities, in consultation with the fieldwork coordinator.

*EDU 546 REFLECTIVE PRACTICE I*

LECTURE 1 CREDIT The first in a series of classes that engage students in reflecting on their developing practice as educators, this course gives an introduction to individual and collaborative reflective practices. Students will learn to get the most out of mentoring relationships, practice techniques for observing teaching and learning and develop shared language for discussing those experiences.

*EDU 547 REFLECTIVE PRACTICE II*

LECTURE 1 CREDIT Students form a professional learning community and engage in structured, professional conversations about their teaching practice. We participate in a variety of "protocols" designed to spur reflection on teaching through careful focus on student work, enduring dilemmas, and samples of teacher-generated materials. Students continue to articulate their ongoing goals for development as an educator.

*EDU 548 REFLECTIVE PRACTICE III MAED ONLY*

LECTURE 1 UNIT EACH Building on the reflective tools of Reflective Practice I and II, in the second year of the program MAEd students learn and utilize the skills of practitioner inquiry to study and learn from their own

professional practice. Students also develop their own pedagogic creed and create a teaching portfolio to demonstrate their own best practices in education.

*EDU 549 REFLECTIVE PRACTICE IV MAED ONLY*

LECTURE 1 UNIT EACH Building on the reflective tools of Reflective Practice I and II, in the second year of the program MAEd students learn and utilize the skills of practitioner inquiry to study and learn from their own professional practice. Students also develop their own pedagogic creed and create a teaching portfolio to demonstrate their own best practices in education.

*EDU 550 EDUCATIONAL LEADERSHIP I*

LECTURE 3 CREDITS EACH This sequence examines leadership and organizational theories as they apply to the leadership roles that teachers typically assume. Students study topics in philosophy of education to explore the importance of vision in educational institutions as well as the practical realm of implementation.

*EDU 551 EDUCATIONAL LEADERSHIP II*

LECTURE 3 CREDITS EACH This sequence examines leadership and organizational theories as they apply to the leadership roles that teachers typically assume. Students study topics in philosophy of education to explore the importance of vision in educational institutions as well as the practical realm of implementation.

*EDU 554 EDUCATIONAL ADMINISTRATION I MAED ONLY*

LECTURE 3 CREDITS This course, first in a year-long sequence explores key leadership and organizational theories as they relate to Jewish educational institutions. Students consider practical applications vis-à-vis topics including faculty management and evaluation, lay-professional relations, vision and mission statements, budgeting and other important topics for leaders of Jewish institutions. This course trains students in the tools to implement the visions they develop in Philosophy of Education.

*EDU 564 EDUCATIONAL ADMINISTRATION II MAED ONLY*

LECTURE 3 CREDITS The second semester of the administration sequence covers job-search related issues, student management, parent relationships, marketing, fundraising, special programming and other important topics for leaders of Jewish institutions. Students continue to apply and learn from Bolman and Deal's four "frameworks" and delve even more deeply into the remaining "key constituencies" of an educational administrator.

*EDU 565 PRACTICUM IN EXPERIENTIAL EDUCATION*

LECTURE 3 CREDITS Among the many ways to learn, "experience" is by far the most powerful. "Jewish experiential education" can be the framework for the transformation of Jewish education in North America, particularly in the supplemental schools and so-called "informal" settings of summer camp, youth group and trips to Israel. We will ask "What is an experience?" "What are the principle components of an 'effective,' 'memorable' experience?" "What is the cognitive and affective 'content' of an experience?" "What can educators learn about "experiential learning" from the analysis of "experiences" we have in our everyday lives, such as shopping, synagogue or church attendance, even a Dodgers game?" How are these "experiences" organized, presented, marketed and analyzed for effectiveness? How do we talk about our personal experiences through the medium of storytelling?

*EDU 566 MAED CAPSTONE*

3 CREDITS MAEd students produce a capstone project which demonstrates their deepening expertise in a particular area of education and makes an original contribution to theory and practice in Jewish education. The project may take numerous forms, including but not limited to a new program idea, a curriculum, a manual for professional practice, an academic thesis, or an original analysis or evaluation of existing educational practices. Many capstone projects become the basis for a publishable, usable tool in the field.



### *EDU 567 CREATING SACRED COMMUNITIES*

LECTURE 3 CREDITS The seminar itself will follow a model of “doing synagogue differently” that was pioneered by Synagogue 2000 (now Synagogue 3000) over the course of ten years of work with nearly 100 congregations of all denominations. Students will read widely in the developing literature in “synagogue transformation.” They will meet guest speakers who are working on the frontlines of the most exciting initiatives to re-invigorate synagogue life. And, when possible, they will travel to Orange County to do a site visit at one of the more famous “megachurches,” Saddleback Church.

### *EDU 586 MAT CAPSTONE*

2 CREDITS MAT students produce a capstone project which demonstrates their deepening expertise in a particular area of education and makes an original contribution to theory and practice in Jewish education. The project may take numerous forms, including but not limited to a new program idea, a curriculum, a manual for professional practice, an academic thesis, or an original analysis or evaluation of existing educational practices. Many capstone projects become the basis for a publishable, usable tool in the field.

### *EDU 590 THE ART OF TEACHING*

LECTURE 3 CREDITS In this "Pedagogy Test Kitchen," guest teaching artists experiment with groundbreaking approaches to teaching through the arts. Students experience a variety of Judaic content through storytelling, movement, visual arts, creative writing, animation and more to explore what kinds of teaching and learning opportunities are possible when one utilizes the arts as pedagogical tools.

### *EDU 582 MENTOR TEACHER TRAINING*

LECTURE 3 CREDITS This course gives experienced classroom teachers the tools they need to share their expertise with other teachers through the process of mentoring. Students will learn the theoretical and practical principles that provide structure to the arc of the mentoring experience. Topics to be addressed include creating and fostering mentor-mentee relationships, becoming a change-agent in your school, the art of inquiry and listening, SMART plans, assessment of success, having difficult conversations, and more.

### *EDU 584 JEWISH EXPERIENTIAL NATURE EDUCATOR'S (JENE)*

3 CREDITS This course teaches Jewish educators how to facilitate experiential learning through natural resources in outdoor settings. Students will learn outdoor living and survival skills interwoven with Jewish values as texts. Lessons are designed to illuminate how experiential education can be employed to effectively convey critical ideas and concepts, such as Jewish values, personal development, community, and content. Each class will include Jewish text study and discussions on issues such as baal tashchit (not wasting), Shmirat ha'adamah (guarding the Earth), connecting God to nature, hitbodidut (being alone with God), blessings in nature, and celebrating Jewish rituals and holidays in nature. We will connect each of the Jewish concepts with the outdoor skills that we are learning with a focus on how to teach them to others.

### *EDJ 570 TEACHING JEWISH HOLIDAYS AND LIFE CYCLE*

LECTURE 3 CREDITS Holidays and life cycle are perhaps the most-repeated content in Jewish education. This course provides a forum for educators to explore and develop new ways of teaching the holidays through artistic and creative interpretation and expression.

### *EDJ 572 TEACHING GOD AND PRAYER*

LECTURE 3 CREDITS Who is God, where is God, how do Jews talk to God, and what if there is no God? This course prepares educators to think about leading conversations and responding to typical questions about the Divine in the lives of contemporary Jews of all kinds; provides an overview and deep dive into the meaning and structure of

Jewish prayer; and explores how to communicate and connect to ideas about God when learners are faithful, wondering, doubting or skeptical.

#### *EDJ 574A TEACHING JEWISH HISTORY*

LECTURE 3 CREDITS The first module of the course prepares educators to teach about Jewish historical consciousness by delving into the key themes, patterns and events that have shaped the Jewish experience historically, focusing on the modern period. Students will examine what it means for Jews to "think historically," integrating the study of Jewish history with exploring how to use historical texts and content in teaching.

#### *EDJ 574B TEACHING ISRAEL*

The second module of the course is a journey through assumptions and ideologies about Israel. Informed by the latest research on Israel education (including that being conducted at AJU), the course is sensitive to and enriched by the pluralism of AJU's student community. Through readings and carefully facilitated discussion, this course helps educators identify "the elephant in the room" and gain a vocabulary for engendering a nuanced understanding of Israel through multiple voices, multiple disciplines and multiple lenses.

#### *EDJ 576 TEACHING THE BIBLE: CHUMASH*

LECTURE 3 CREDITS Students are introduced to a range of orientations to teaching the Bible. Most of the course is devoted to in-depth immersion in Biblical texts and commentaries, with an eye toward how to unlock the meanings and various interpretations of the text.

#### *EDJ 578 TEACHING WITH RABBINIC TEXTS*

LECTURE 3 CREDITS Rabbinic texts are the source material for many of the lessons and values Jewish educators aim to share. This course explores key Talmudic texts and midrashim which Jewish educators can use to unpack and explain Jewish values and their unique Jewish sources, such as resolving conflict, giving Tzedakah, and moral dilemmas. The course also explores key modes of interpretation through Midrash.

#### *EDJ 579 TECHNOLOGY & INNOVATION IN TEACHING JUDAIC STUDIES*

This course is designed to give educators the knowledge and skills to use technology as a tool effectively aligned with the teaching of Judaic studies. Students will learn about various technologies-those that can be used as tools for the learning itself and those that can be used for students to demonstrate their learning. Building upon the toolkit classes, this course weaves Jewish content with pedagogies of technology, innovation, and those that rely on high student engagement. Each class session will include the study of Jewish text, an examination of a topic within educational technology, and discussion on how best to adapt the technology to the text. Jewish texts will be chosen for their applicability to the Jewish classroom and will cover a selection of Jewish holidays, Jewish ethics, and texts that speak directly to creativity and innovation. Pedagogic topics to be covered include creativity, accessibility, maker education, gamification, and flipped learning.

#### *EDJ 580A SPECIAL TOPICS IN TEACHING JUDAICS (MAT ONLY) - FALL SEMESTER*

LECTURE 3 CREDITS This course is dedicated to the investigation and analysis of prevalent orientations to the teaching of various Judaic content areas in Jewish schools. These content areas include Bible, Rabbinic Texts, and Jewish history. Everyone will gain exposure to the breadth of topics to gain an understanding of the structure of each discipline, multiple methods of conveying the content to children, and the function of the subject in the life of a contemporary Jew and in building a foundation for lifelong Jewish learning. Deeper emphasis on certain topics over others will be determined based on the makeup of the cohort. Students will be introduced to various models of teaching, including the classic chavruta, direct instruction, discussion leading and lecture, as well as creative methodologies utilizing the arts, projects, integration, etc. The course will be facilitated by a member of the education faculty with expertise in day school curriculum and teaching, and will feature guest lecturers with

subject area expertise to give mini-modules on their content areas. Each student will produce a multidisciplinary project (such as a curriculum map, integration plan or scope and sequence) to demonstrate understanding of a variety of disciplines, with a feature of that project on their own area of study (such as a teaching module).

*EDJ 580B SPECIAL TOPICS IN TEACHING JUDAICS (MAT ONLY) - SPRING SEMESTER*

LECTURE 3 CREDITS This course is dedicated to the investigation and analysis of prevalent orientations to the teaching of various Judaic content areas in Jewish schools. These content areas include holidays, theology, prayer, and Israel. Everyone will gain exposure to the breadth of topics to gain an understanding of the structure of each discipline, multiple methods of conveying the content to children, and the function of the subject in the life of a contemporary Jew and in building a foundation for lifelong Jewish learning. Deeper emphasis on certain topics over others will be determined based on the makeup of the cohort. Students will be introduced to various models of teaching, including the classic chavruta, direct instruction, discussion leading and lecture, as well as creative methodologies utilizing the arts, projects, integration, etc.

The course will be facilitated by a member of the education faculty with expertise in day school curriculum and teaching and will feature guest lecturers with subject area expertise to give mini-modules on their content areas. Each student will produce a multidisciplinary project (such as a curriculum map, integration plan or scope and sequence) to demonstrate understanding of a variety of disciplines, with a feature of that project on their own area of study (such as a teaching module).

*EDJ 599 READINGS IN JUDAIC STUDIES (MAT ONLY)*

LECTURE 3 CREDITS The readings course is an opportunity for each MAT student to delve independently or in small groups into a content area that is relevant to his or her teaching. Students will develop a reading list in consult with an appointed faculty advisor with expertise in her or her chosen discipline. Much of the reading should be conducted over the summer, with the culminating assessments due in the Fall of year 2.

*EDU 600 Chacham Ma Hoo Omer? (The Wise, one, What Does He Say?) Theories of Child Development*

LECTURE 3 CREDITS Familiarizes students with the foundational theories of human development, current research directions in developmental psychology, major developmental perspectives and research approaches in developmental psychology and issues surrounding diversity, emphasizing an ecosystemic model of thinking about and understanding children and their development. In addition to the previous topics, the following areas will be discussed: the history of childhood; developmental theories and appropriate practices in education; play as a medium for learning and development; and the field of discipline particularly as it relates to development, behaviors and considering temperament in children.

*EDU 601, EDU 611, EDU 621, EDU 631 V'al Ha'avodah (About the Work): Supervised Fieldwork 1-4*

2 CREDITS Fieldwork serves a laboratory for students to experiment with and practice the skills and models encountered in their coursework. Actual number of hours will vary for working professionals pursuing the degree. Students may choose from a wide array of fieldwork opportunities, in consultation with the fieldwork coordinator.

*EDU 610 B'Tzalmo (In His Image): Addressing Special Needs in the Jewish ECE Program*

LECTURE 3 CREDITS This course focuses on how to address, include and support families and children with special education needs. Emphasis will be placed on both ends of the special education spectrum from children with disabilities to those on the gifted end. Best teaching practices will be investigated, observed and applied. Finally, this course will examine legal trends related to Individuals with Disabilities Education Act (IDEA) and Individualized Educational Plans (IEP), Individualized Family Service Plans (IFSP), regional centers and public schools' role in identification and assistance for special needs, the Free and Appropriate Education requirement (FAPE), the Least Restrictive Environment (LRE) requirements and more.

*EDU 620 V'shinantem Levanecha (And You Shall Teach Your Children): Creating Curriculum in a Jewish Early Childhood Development Program*

LECTURE 3 CREDITS Study of the philosophies, history, and development of early childhood programs. Review how existing program types meet the needs of the preschool child and teacher, as well as the criteria of a quality learning environment. Emphasizes relationships between teacher and child. Includes field observations.

*EDU 630 Kol Yom b'Yomo (Each and Every Day): The Jewish Calendar in the Early Childhood Education Setting*

LECTURE 3 CREDITS Jewish early childhood programs are often led by the Jewish calendar, holidays, celebrations and customs. This course will cover the entire Jewish year as well as celebrations, customs and traditions to help guide students to move beyond ordinary rote planning and into high quality intentional use of the Jewish calendar for teaching and programming.

*EDU 640 Ha'lo tziviticha, chazak ve'ematz (have I not commanded you to be strong and courageous): Social Development and Resiliency*

LECTURE 3 CREDITS The study of social and emotional development in early childhood through adolescence including concepts of risk, resilience, influence of family, peers, religion, socio-economic levels, etc. Discussion of interventions and remediations will be included.

*EDU 650 Hevey Rhatz Le'Mitzvah (Run to Do a Commandment): Children under Transitory Stress- Dynamics of a Family Under Stress*

LECTURE 3 CREDITS This course will examine many of the common and more serious cause - effect relationships of stress within children, including home, school, medical and other stressors. Theoretical treatment approaches will be introduced as well as emphasis for the development of practical skills for parents and teachers.

*EDU 660 Ayzehu Chacham? (Who is Wise?): Research Methods*

LECTURE 3 CREDITS This course focuses on the fundamentals of research methods and design. Students will learn about the various research methods used in education and psychology, and understand the nuances of conducting a valid and reliable research study. Students will review several research articles, each using a different research design, to become familiar with various research methods. Students will also learn the various steps in the research process from idea formulation to design planning, data collection, data analysis, and interpretation. The class involves a class-wide research project that will provide the data for statistical analysis and the subject matter for writing a research paper. In all areas, an emphasis will be placed on research involving children and families.

*EDU 670 Im Lo Achshav? (If not Now?): Professional Development, Adult Supervision and Leadership* LECTURE 3 CREDITS This course provides a seminar on effective leadership in Early Childhood Education. Special attention will be devoted to professional development of teachers and administration, adult supervision, mentoring adults and child advocacy. Additionally, students will examine types of leadership models and theories of management. Finally, this course will examine policy-making processes and procedures that impact children, families, communities, and schools.

*EDU 680 Kneh L'Chah Chaver (Acquire for yourself a friend): Observation, Assessment and Relationships with Parents*

LECTURE 3 CREDITS This course explores the importance of family engagement and how it leads to student success in school. Students will learn about partnering with families, using observations and assessments of children, in helping support the learning and development of the children they work with, as well as, their shared responsibility between home and school. This ability to develop positive relationships with parents and families is an integral part of becoming a proficient educator. Students will read and discuss research which links the

relationship between family engagement and positive educational outcomes. Students will also learn and practice communication methods with parents and guardians, taking into consideration multiple challenging situations as well as maintaining positive relationships.

*EDU 685 Equity, Diversity, and Social Policy in Early Childhood Education*

LECTURE 3 CREDITS This course is designed to provoke questions and possible solutions to complex social problems that impact early care and education, children and families. As diversity as well as discrimination and exclusion are simultaneously present in today's society, it is imperative that we recognize the value of difference in enriching our lives and in preparing us to work effectively and ethically with families and children. In this course, we will examine the benefits and challenges of implementing an anti-bias framework in the early childhood context and its relationship to enhancing our partnerships and communication with families. Active engagement in dialogue and reflection will contribute to the evolving professional identities of students as they explore the topics of culture, family, identity, diversity, gender, and race and examine US social policies and their potential unintended consequences. We will explore how social media, news organizations, politics and socio-economic factors affect families, young children, and early childhood education.

*EDU 690 Siyyum (conclusion): Capstone Project*

2 CREDITS Capstone Project

*GS 341 GLOBALIZATION AND INTERNATIONAL POLITICAL ECONOMY*

LECTURE 3 CREDITS The term globalization is often used by people with differing ideas not only about what the term means, but about how globalization affects people's lives. This course is designed to introduce the student to the field of international political economy by examining the multiple ways of conceptualizing the process of globalization in today's world, and to the major debates about its effects, both positive and negative. Course material includes examination of globalization as an economic phenomenon, focusing on different historical patterns of trade and their international consequences, cultural globalization and its social consequences, the effects of globalization on different regions of the world including Russia, China and the NICs, and the Third World in general.

*GS 343 MODEL UNITED NATIONS*

LECTURE 3 CREDIT This course offers students the opportunity to gain a deeper understanding of international issues and the way they are dealt with by international organizations through participation in a Model United Nations simulation. The course prepares students to represent one or more nations at a college-level Model United Nations and involves researching the selected country as well as a set of issues which they will be discussing and debating at the simulation. Country and UN Committee topics vary each year. MAY BE REPEATED FOR CREDIT, BUT IT CANNOT COUNT FOR A MAJOR REQUIREMENT MORE THAN ONCE. PERMISSION OF INSTRUCTOR ONLY.

*GS 344 U.S. FOREIGN POLICY*

LECTURE 3 CREDITS This class will survey the factors and forces entering into the creation and implementation of American foreign policy, with an emphasis on contemporary events and issues. It will also review the mechanics of the U.S. foreign policy making process.

*GS 345 INTERNATIONAL RELATIONS THEORY*

LECTURE 3 CREDITS International politics is full of spectacular events: financial crises, human rights movements, nuclear arms races, revolutions, terrorist attacks, arms control and peace conferences, revolutions, and wars. International Relations (IR) theory helps us explain and understand those events by equipping us with conceptual tools to use to contextualize and examine these events. This course will examine many of these theories with the

practical goal of helping us better understand world politics. Theories and IR analytical approaches covered include constructivism, economic structuralism, the English School, feminism, the green approach, liberalism, and realism.

*GS 346 GLOBAL POLITICS AND TRANSNATIONAL ISSUES AND INTERNATIONAL SECURITY*

LECTURE 3 CREDITS Globalization is the process of integration and increasing interdependence among economies, societies, and cultures on an international level. Transnational issues are the challenges to the survival and well-being of humans and states that arise primarily out of nonmilitary sources, such as global crime, the environment, immigration, and epidemics. The two phenomena are closely related because the former (globalization) is enhancing the salience of the latter (transnational issues) for politics. This class will focus on their implications for international security by examining what International Relations (IR) theories (realism, liberalism, constructivism, structuralism, etc.) have to say about the issues as well as looking at case studies related to them, such as the Arab Spring, human trafficking, small arms trade, oil and resource scarcity, and the U.S.-Mexico border.

*GS 347 FOREIGN POLICY: FRAMEWORKS OF AMERICA'S WORLD ROLE, 1776-TODAY*

LECTURE 3 CREDITS This class examines U.S. foreign policy by exploring six common logics or frameworks (e.g., hegemonism, realism, isolationism, etc.) that underscore American strategic thinking. Logics constitute beliefs about foreign policy strategy, national interest, power, and ethical obligations and they will be used to review American foreign policy from the country's founding through the twenty-first century.

*GS 348 INTERNATIONAL TERRORISM AND VIOLENCE*

LECTURE 3 CREDITS This course offers a basic introduction to terrorism and political violence, such as the history of terrorism, how it functions, the ideology of groups posing the greatest threat to states, and counterterrorism practices.

*GS 349 WAR AND PEACE*

LECTURE 3 CREDITS This course is on war and peace in the international system. What concepts best explain the chances of conflict or cooperation between states or groups? What causes war, and what causes peace? Can war be made obsolete? This class will engage these types of "big" questions that defy easy answers by using two strategies—one, through analyzing conceptually-grounded works by scholars on war and peace, and two, by reviewing case studies of international affairs pertaining to cooperation and conflict amongst global actors.

*GS OR LS 351 TOPICS IN INTERNATIONAL RELATIONS*

LECTURE 3 CREDITS This course examines relationships between states in different areas of the world through the use of theoretical tools from the field of International Relations. Topics vary each year. Recent offerings have included The Politics of Oil and National Security. MAY BE REPEATED FOR CREDIT.

*GS 353 ISRAELI POLITICS*

LECTURE 3 CREDITS This course will deal with the intricacies of Israeli politics and society through the study of Israel's political system and its central political forces. The course includes a discussion of Israel's political institutions, the development of its political parties, its economy, its religious and national communities and the fundamental challenges facing the state as it continues to evolve.

*GS 354 LATIN AMERICAN POLITICS*

LECTURE 3 CREDITS This course offers a comparative historical analysis of politics in Latin America, with particular focus on the dynamics of political change, the interaction of economics and politics, and the problems of democracy.

*GS 355 MIDDLE EAST POLITICS*

LECTURE 3 CREDITS This course surveys the historical background to the present political environment in the Middle East and also focuses on issues such as Islam and radical Islam, the challenge of Modernization and Westernization, culture factors and change and various inter-regional conflicts..

*GS OR LS 357 TOPICS IN COMPARATIVE POLITICS*

LECTURE 3 CREDITS This course examines the politics of different regions of the world on a rotating basis and issues in Comparative Politics. MAY BE REPEATED FOR CREDIT.

*HEB 503A HEBREW IIA CONVERSATION*

LECTURE 2 CREDITS This second-year conversation course in Hebrew stresses intermediate vocabulary, reading comprehension, oral expression and essay writing Offered in the fall semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 503B HEBREW IIA GRAMMAR*

LECTURE 2 CREDITS This course offers the entire Torat Hanikud with mastering all seven Binyamin Ha-Sh'lemim and their proper vowels. Offered in the fall semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 504A HEBREW IIB CONVERSATION*

LECTURE 2 CREDITS This conversation class is a direct continuation of the course offered in the spring semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 504B HEBREW IIB GRAMMAR*

LECTURE 2 CREDITS This grammar class offers skills in all the irregular verbs (G'zarot) in all tenses. Offered in the spring semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 505A HEBREW IIIA CONVERSATION*

LECTURE 2 CREDITS This one-semester course, following Hebrew II, is designed to sharpen students' Hebrew conversational skills. Special attention is given to enrich the vocabulary, both in the written and spoken word. Short pieces of Hebrew Literature will be introduced. Offered in the fall semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 505B HEBREW IIIA GRAMMAR*

LECTURE 2 CREDITS Taught entirely in Hebrew, this advanced grammar course focuses on the elements of Hebrew grammar: Nikud and Binyamin. Offered in the fall semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 506A HEBREW IIIB CONVERSATION*

LECTURE 2 CREDITS This sixth course in Hebrew immerses students in all phases of Hebrew expression and comprehension through essay writing and literature reading. Continuation of HEB 505A. Offered in the spring semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 506B HEBREW IIIB GRAMMAR*

LECTURE 2 CREDITS Continuation of HEB 505B plus G'zarot. Offered in the spring semester. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 511 HEBREW FOR READING COMPREHENSION I*

LECTURE 4 CREDITS This course focuses on biblical Hebrew and emphasizes the phonology and the morphology of the language. Students read selections of narrative biblical texts, both abridged and in the original language. Prerequisite: The equivalent of a one-year university level course in modern Hebrew.

*HEB 512 HEBREW FOR READING COMPREHENSION II*

LECTURE 4 CREDITS A further exploration of the morphology of classical Hebrew with reference to both the biblical and rabbinic dialects. Students read narrative biblical texts in the original language as well as various vocalized and unvocalized texts composed in rabbinic Hebrew. Prerequisite: Hebrew 511.

*HEB 513 HEBREW FOR READING COMPREHENSION III*

LECTURE 3 CREDITS This course includes an introduction to the syntax of biblical and rabbinic texts and the differences between the two dialects. Students will also review the grammar of Babylonian Aramaic. Students read prophetic/poetic biblical texts, unvocalized texts in rabbinic Hebrew, and Aramaic selections from the Babylonian Talmud. Prerequisite: Hebrew 512.

*HEB 514 HEBREW FOR READING COMPREHENSION IV*

LECTURE 3 CREDITS A further exploration of the syntax of biblical and rabbinic texts and the differences between the two dialects. Students will read prophetic/poetic biblical texts, unvocalized texts in rabbinic Hebrew, and selected academic articles written in modern Hebrew. Prerequisite: Hebrew 513.

*HEB 537 ADVANCED HEBREW EXPRESSION I*

LECTURE 3 CREDITS This course is designed to use extended language to discuss and write about practical, social, political, professional, religious and abstract topics. The emphasis is on expressive and productive Hebrew with the intent of further developing advanced language skills. A collection of Hebrew literature in its non-modified, original text will be taught. Creative writing will be practiced. PERMISSION OF HEBREW COORDINATOR ONLY.

*HEB 538 ADVANCED HEBREW EXPRESSION II*

LECTURE 3 CREDITS Along with the emphasis on expressive and productive Hebrew, students will read original literature and Biblical text in class. Continuation of HEB 537. PERMISSION OF HEBREW COORDINATOR ONLY.

*JST 301 INTRODUCTION TO THE HEBREW BIBLE*

LECTURE 3 CREDITS An introduction to the political and religious history of the Near East as the background of the Bible. Includes readings in the biblical text, as well as an introduction to textual, source, form, and canonical criticism.

*JST 302 BIBLICAL ARCHEOLOGY*

LECTURE 3 CREDITS This course will analyze the methods and objectives of archeology in general and Syro-Palestinian archeology in particular. It will survey how archeological investigations in Israel and related countries over the last 150 years have shed light on the life and culture of ancient Israel during the first Temple period. Prerequisite: JST 300, its equivalent or permission of the instructor.

*JST 303 READINGS IN BIBLICAL NARRATIVE*

LECTURE 3 CREDITS Introduces the reading of simple biblical texts (if possible in Hebrew), with emphasis structure and vocabulary, and on reading biblical verse.

*JST 304 PENTATEUCH*

LECTURE 3 CREDITS A second course in reading biblical texts focusing on extended selections from the Pentateuch. In addition to beginning work in the commentary of Rashi and other classical and modern commentators, students are expected to survey the Pentateuchal narrative.



### *JST 305 TRADITIONAL JEWISH EXEGESIS OF THE BIBLE*

LECTURE 3 CREDITS Readings and analysis of selected original biblical texts and the important classical Jewish biblical commentators. The primary objectives of this class is for students to gain facility in reading Rashi and other medieval commentaries in translation and prepare them for reading the original text. They will learn to recognize the types of questions asked by biblical exegetes and to learn to ask those same questions for themselves. Each class begins with a close reading of the text, identifying the difficulties and fractures. The class turns to select medieval exegetes (primarily Rashi with select excerpts from Rashbam, Ibn Ezra, and other commentators) examining how they dealt with these problems, and on what sources they drew. The focus of the class is the uncovering Rashi's exegetical technique, why Rashi chose to comment on some verses and not others, what Rashi found difficult, how he used midrash, and what his relationship was to other commentators. An overview of Medieval Commentators, their lives, and historical milieus will be a *leitmotif* of this class.

### *JST 306 FORMER PROPHETS*

LECTURE 3 CREDITS Readings from the books of Joshua, Judges, Samuel I and II, and Kings I and II. The text will be studied in Hebrew with the application of historical and literary methods of analysis. May be repeated for credit with permission of the instructor.

### *JST 307 LATTER PROPHETS*

LECTURE 3 CREDITS Analysis of dominant themes in the latter prophets including the prophetic call, religion and social justice, and relations between the king and the cult. The works of Jeremiah, Isaiah, Ezekiel, and Amos are studied in the original text. May be repeated for credit with permission of the instructor.

### *JST 308 WISDOM LITERATURE AND THE WRITINGS*

LECTURE 3 CREDITS The great theologian of Conservative Judaism, Robert Gordis, said that if the Torah and Prophets are “God talking to man” then the Writings are “man talking to God.” This course will take that idea to heart. In the Song and Songs and the Wisdom Literature, two whole genres of expression are contained. The first is the erotic tone of Biblical society, as taken from its host cultures and developed separately.

### *JST 309 MYTHOLOGY OF THE BIBLE*

LECTURE 3 CREDITS Myths, a specialized genre of narrative, constitute an important component of both ancient and modern civilizations. Comprehending how they function in contemporary society enables us to recognize and appreciate their role in the past. Accordingly, this course begins by studying contemporary myths and contemporary discussions of mythmaking in various disciplines: religiology, bibliology, psychology, anthropology, and folklore. The course continues by investigating myths and mythmaking in ancient Israel within the broader cultural contexts of the ancient Near East and the ancient Mediterranean world through a study of original texts in translation.

### *JST 310 TOPICS IN FIRST TEMPLE JUDAISM*

LECTURE 3 CREDITS An advanced course on a subject at the discretion of the instructor, focusing on the period between 1500-586 B.C.E. Special attention will be paid to the themes of gender struggle, Priestly privilege and the movement towards Gnosticism.

### *JST 320 HISTORY OF THE RABBINIC PERIOD*

LECTURE 3 CREDITS A study of the Talmudic periods using a variety of historical, literary, and legal sources. Examination of the political history of the Tannaitic and Amoraic periods, including discussion of the various influences upon the Jewish religious experience during that time.

*JST 321 SURVEY OF RABBINIC TEXTS*

LECTURE 3 CREDITS Readings and analysis of texts in some of the basic genres of rabbinical literature. Among the types of texts examined are Mishnah, Midrash (halakhic and aggadic), Talmud, Codes, and Responsa. Some of the readings will be in the original text.

*JST 322 INTRODUCTION TO THE MISHNAH*

LECTURE 3 CREDITS The purpose of this course is to familiarize the student with the basic text of Rabbinic literature, the Mishnah, in English. The text of the Mishnah is surveyed, as well the history of the period of the composition of the Mishnah, and to examine some of the legal and ethical issues with which the early sages dealt, along with their methods of argumentation.

*JST 323 THE BABYLONIAN TALMUD*

LECTURE 3 CREDITS An introduction to the style and structure of the basic Talmudic sugya. This course will cover an introduction to Babylonian Aramaic, the basic types of Talmudic argumentation and an analysis of the technical skills necessary for the study of Talmudic text through the examination of a selected topic. Topics may include the Jewish holiday cycle, rabbinic attitudes toward jurisprudence, and the legal status of the Jewish woman.

*JST 324 JUDAISM AND GENDER*

LECTURE 3 CREDITS Feminist theory has generated new ways of discussing old texts. By focusing on gender as a mode of analysis, familiar texts appear in unfamiliar and interesting or disturbing new light. This course discusses both the theoretical and the textual aspects of using gender as a category of analysis within Talmudic literature. Using various literary approaches to the Talmudic texts (historicist, legal constructivist, social construction, new historicist), students will analyze a wide range of texts within a variety of these approaches to start answering the question: "What images of women emerge from the legal, religious, sexual, social, and political systems inscribed in Talmudic texts?" Prerequisites: JST 321 or one other Bible or Rabbinic text course.

*JST 325 CONTEMPORARY HALAKHIC PROBLEMS*

LECTURE 3 CREDITS An examination of the position of Jewish law as it relates to various contemporary issues. These may include capital punishment, issues in bioethics, political concerns, worker justice, divorce, birth control and abortion. The structure of the class will be at the discretion of the instructor.

*JST 326 TOPICS IN SECOND TEMPLE JUDAISM*

LECTURE 3 CREDITS An advanced course on a subject at the discretion of the instructor, focusing on the period between 520 B.C.E. and 500 C.E. The course material may concentrate on Rabbinic thought, legalism, the Apocryphal and Pseudepigraphic literature or the history of the Hellenistic, Roman and Byzantine periods in relation to their Jewish communities.

*JST 327 INTRODUCTION TO MIDRASH*

LECTURE 3 CREDITS Midrash is both a body of literature and a kind of hermeneutical methodology. This course will examine the nature of midrash and provide examples from across the corpus of the literature.

*JST 331 MEDIEVAL JEWISH HISTORY*

LECTURE 3 CREDITS An in-depth analysis of the position of the Jews in Christian Europe between the tenth and fourteenth centuries. Among topics to be discussed are Judeo-Christian relations, internal Jewish self-government, Jewish economic and social life and Jewish intellectual and religious creativity.

### *JST 332 CLASSICAL JEWISH PHILOSOPHY*

LECTURE 3 CREDITS An introduction to Jewish philosophy in its Classical period, from the Bible to the rise of Kabbalah. This course will ask whether philosophical ideas have any place in Judaism at all or are merely an expression of hubris and delusion. Particular attention will be paid to the classical exemplars of medieval Jewish philosophy, the mystical attack on philosophy in the 13th and 14th centuries and the ethical tradition of the late Middle Ages.

### *JST 333 INTRODUCTION TO KABBALAH*

LECTURE 3 CREDITS Jewish mysticism, commonly referred to as Kabbalah, is the product of thousands of years of esoteric speculation, revelatory experience, scholasticism, pietism and risk. This course will analyze the role of mysticism in Jewish history through analysis of the major theological ideas of classical Kabbalah and Hasidism. The tradition will be examined in terms of its historical development, its relationship to mystical experiences and its sacred literature. Attention will also be paid to the relationship of Kabbalah to other kinds of mysticism, in line with general issues in the study of religious mysticism. A film, Ansky's *The Dybbuk*, will be shown at a time agreeable to all class members.

### *JST 334 INTRODUCTION TO THE ZOHAR*

LECTURE 3 CREDITS An introduction to the Zohar, the vast classical work of Jewish mysticism, or Kabbalah. The class will survey the history of the text and review some of its popular presentations in English. The second half of the semester will be taken up with an in-depth study of a Zohar text, to be determined by the class and the instructor. The course will also stress the development of reading acuity in this seminal part of the Jewish canon.

### *JST 335 HASIDISM*

LECTURE 3 CREDITS This course will examine Hasidism as a historical movement and as a spiritual path, from its origins to the present day, beginning with the kabbalistic underpinnings of the movement and its attribution to the Ba'al Shem Tov. The role of the zaddik, Hasidic prayer and spirituality, and the great spiritual avatars of the movement, such as the schools of Habad, Bratzlav, Psiskhe, Kotzk, Rizhin and others, will be reviewed, as well as the social implication of the movement and its conflict with the Lithuanian rabbinical power structure. Of particular interest will be the reviews of Hasidism and European Consciousness in the writings of Buber and Scholem as well as an examination of contemporary Hasidic communities.

### *JST 336 ZEN AND HASIDISM*

LECTURE 3 CREDITS Zen Buddhism and Hasidism both entered the Western intellectual tradition in the post-war period. Superficially, both traditions represent popular movements devoted to religious spontaneity, mobility and devotionism. Both Zen and Hasidism are the products of multifaceted civilizations, and blend aspects of faith, culture, ethnicity and nationality. Zen, in particular, evolved as it crossed from nation to nation, incorporating prior religious traditions as well as assuming other characteristics of its new host cultures. Hence a study of Zen must be a study of its host cultures. Hasidism, on the other hand, changed only minutely from area to area, because the alienation of the Jews in Europe remained a constant in all of its host cultures. In each movement, a special conception of its history is related to its identity as a tradition within its mother religion. Each tradition's basic teachings on the primacy of enlightenment, the role of practice, the nature of the mind, and the limitations of language will be examined and compared, in order to better understand the spiritual commonalities of these two profound spiritual paths.

*JST 337 TOPICS IN MEDIEVAL JUDAISM*

LECTURE 3 CREDITS An advanced course on a subject at the discretion of the instructor, focusing on the period between 500 C.E. and 1848 C.E. The course may deal with either history or Jewish thought, always as defined in the turbulent context of the Middle Ages.

*JST 339 TOPICS IN JEWISH MYSTICISM*

LECTURE 3 CREDITS After an introduction to basic characteristics and trends in religious mysticism, this course explores developments in Jewish mysticism from the biblical period through the eighteenth century. Topics vary from year to year, and include the traditions of the Merkabah in prophetic and rabbinic literature, the Hasidism of medieval Germany, the Kabbalah of Abraham Abulafia, the Zohar of Moses de Leon, Lurianic Kabbalah, Sabbatianism, and eighteenth century Hasidism.

*JST 341 EMANCIPATION AND ASSIMILATION*

LECTURE 3 CREDITS An in-depth survey of the process of integration of Jews into the society of Western Europe from the eighteenth to the twentieth century, concentrating on developments in Germany and France. Topics include: religious change, national identification changes, urbanization, economic change, Jewish participation in the majority culture, and anti-Semitism and Jewish reactions.

*JST 342 JEWS IN EASTERN EUROPE*

LECTURE 3 CREDITS A study of the origin of Jewish settlements in Eastern Europe, Jewish life in the kingdom of Poland, the partitions of Poland and Jewish life in the successor states, Jewish policies of the Czars, East European Jewish Enlightenment, Modern Jewish ideological movements, Modern Hebrew and Yiddish cultures, the impact of Stalinism, the Holocaust, and Jewish activism and emigration.

*JST 343 JEWS IN THE MEDITERRANEAN WORLD: 1800-1900*

LECTURE 3 CREDITS A survey of Sephardic Jewry in the Modern period, with a focus on the limited number of contrasting non-Ashkenazic Jewish communities such as the Ladino-speaking Sephardim of Greece and Turkey, Moroccan Jewry, and Yemenite Jewry; differences in cultural and folk traditions; and political conditions, social change, and the impact of modernization and Western influence.

*JST 351 AMERICAN JEWISH HISTORY*

LECTURE 3 CREDITS A survey of American Jewish history, covering the various waves of immigration, the creation of basic Jewish institutional and denominational frameworks, and the Americanization process.

*JST 352 HISTORY OF MODERN JEWISH MOVEMENTS*

LECTURE 3 CREDITS Developments in Germany and the United States including the rise of Reform in Germany, the nature of liturgical reform, the relationship between theory and practice, the difference within German liberal Judaism, the reactions of various Orthodox groups to Reform, the relationship between German and American Reform, the rise of Conservative Judaism, the levels of religious practice today, and contemporary Jewish religious ideologies.

*JST 353 HOLOCAUST SEMINAR*

LECTURE 3 CREDITS Political and historical analysis of the Holocaust including the development of the anti-Semitic political tradition after 1880, the ideology of Nazism, the decline of the Weimar Republic and the rise of the Nazis, early patterns of anti-Jewish discrimination, Jewish reactions and emigration 1933-1939, the formulation and implementation of the Final Solution, attitudes and reactions of the German people, the residents of occupied Europe and the Allies, Jewish life in the ghettos, and the question of resistance.

*JST 354 HISTORY OF ZIONISM AND MODERN ISRAEL: 1881 TO PRESENT.*

LECTURE 3 CREDITS A discussion of the theoretical formulations of Zionist ideologies, the creation and progress of the Zionist movement, international developments leading to the creation of the State of Israel, and the relationship of the Diaspora and Israel.

*JST 355 TOPICS IN TWENTIETH CENTURY JEWISH THOUGHT*

LECTURE 3 CREDITS A study of the theological writings of one recent Jewish philosopher such as Kaplan, Buber, Rosenzweig, Rubenstein, Fackenheim, or Soloveitchik. Issues discussed include arguments for the existence of God, responses to religious skepticism, post-Holocaust theology, and the efficacy of prayer.

*JST 356 TOPICS IN MIDDLE EAST POLITICS*

LECTURE 3 CREDITS This course examines diverse aspects of Middle East politics. Analysis of nationalism as ideology in both Israel and the Arab world. Particular emphasis given to relationship between Israel and the Arabs. Case studies may vary by year.

*JST 357 JEWISH POLITICAL THOUGHT*

LECTURE 3 CREDITS Focus on the interplay between the political and the religious in Jewish thought. Topics include the sociopolitical dimension of prophecy (the prophet as lawgiver and as social critic) and of messianism (Zionist and anti-Zionist thought), the religious dimension of political exile (the metaphysical significance of Galut), and of Eretz Yisrael (the holiness of the Land).

*JST 361 SOCIOLOGY OF THE JEWISH PEOPLE*

LECTURE 3 CREDITS A discussion of basic sociological methods and their application to the study of the Jews. Included will be discussions of sociology of religion, patterns of Jewish socialization, varying Jewish value systems, family structure, etc.

*JST 362 MODERN ISRAEL*

LECTURE 3 CREDITS A survey of some of the sociological issues raised by modern Israeli society: the nature of society on the Kibbutz, relationships between Ashkenazim and Sephardim, religious and nonreligious groups, levels of religious practice, the position of Arabs and other minorities in Israeli society, the nature of Israeli value systems, and the position of women.

*JST 363 CONTEMPORARY JEWISH LIFE IN AMERICA*

LECTURE 3 CREDITS A sociological study exploring such topics as religious practice, communal structure and governance, surveys of value systems and attitudes, Jewish political behavior, and the social and economic structure of American Jewry.

*JST 364 TOPICS IN MODERN JUDAISM*

LECTURE 3 CREDITS An advanced course on a subject at the discretion of the instructor, focusing on the modern period from the emancipation of the Jews in the new European republics in 1848 to the present, "post-modern" period. Subjects may be drawn from history, theology or Jewish thought, or may be drawn from the social sciences.

*JST 366 JEWISH STUDIES PROSEMINAR*

LECTURE 1 CREDIT How does a Jewish Studies major make a living? In fact, the possibilities are quite rich in the present context. This one-credit seminar will explore the career possibilities that accompany the contemporary professional world of the American and international Jewish communities. Emphasis will be given to outside speakers and field-work.

*JST 399 INDEPENDENT STUDY*

1 – 3 CREDITS

*LS 100 INTRODUCTION TO LEGAL STUDIES AND LEGAL ETHICS*

This course explores the ways law shapes society and society shapes law. It provides students with an overview of the legal system as well as the range of professions within the law. The course will also explore definitions and concepts of law, differing perspectives of the law and legal system as well as criminal and social justice issues pertaining to the legal system. In addition, the class will explore the critical intersection points of race, ethnicity, class, gender, nationality, and sexual orientation with the law. A significant portion of the class will be devoted to issues of ethics in terms of the conduct and professionalism of those involved in the law or in the criminal justice system.

*LS 101 LEGAL RESEARCH AND WRITING*

Many professions and majors involve or require a form of research and writing specific to their discipline(s). This is certainly the case for legal studies or law related work. In order to be successful in any profession involving the law, a person needs to have the ability to conduct legal research, to analyze that research, and to convey that analysis in a specific written form. This course teaches students how to become informed about legal issues, how to develop their own analysis about those issues, and how to write successfully for a specific, legal audience.

*LS 321 U.S. IMMIGRATION POLICY*

LECTURE 3 CREDITS Examination of U.S. immigration policy by using political science/foreign policy theories, as well as tracing the historical development of the policy area from the colonial period to the present-day. Emphasis on contemporary events and issues including undocumented immigration, deportation, terrorism, the Dream Act, high-skilled immigration, and the U.S.-Mexico border.

*LS 328 THE JUDICIAL PROCESS*

LECTURE 3 CREDITS This course introduces students to the structure and function of both the federal and state court systems in the United States as well as gives students a greater understanding of how the American legal system and politics interact. The course reviews the basic legal theories of our judicial system, as well as the differences between the federal and state levels of courts. The texts and lectures will focus on methods of judicial selection in this country, the criminal justice system, the civil court process, the judicial socialization process, the role of lawyers in American society, and the role of the judicial system as a check and balance for government. The course also analyzes these concepts, actors and institutions from a variety of perspectives including theoretical, normative, and empirical approaches.

*LS 329 TOPICS IN U.S. POLITICS*

LECTURE 3 CREDITS This course focuses on different aspects of U.S. politics such as Congress, the Presidency. Topic varies each year. MAY BE REPEATED FOR CREDIT.

*LS 330 LAW AND SOCIETY*

LECTURE 3 CREDITS The course explores the intersection of law and politics and examines the reach of law into all aspects of American society and life from the family to community organizations to government agencies. Students address social, legal, and political issues at the national, state, and local levels on practical and theoretical terms through case studies drawn from current and historically significant events. In addition, the course provides students with the legal literacy necessary for success as community and business leaders and citizens. The course involves extensive student participation. Students with an interest in the study of politics, law, or contemporary society and those who want to understand what lawyers know and do should find the course valuable.

### *LS 331 CONSTITUTIONAL LAW*

LECTURE 3 CREDITS A study of U.S. constitutional law through analysis of Supreme Court cases. Topics include: separation and division of power, implied limitations on government, right of privacy, and equal protection. RECOMMENDED PREREQUISITE: POL 101. Partially fulfills the American History and Institutions requirement.

### *LS 342 INTERNATIONAL MIGRATION, COMPARATIVE IMMIGRATION POLICY, AND WORLD POLITICS*

LECTURE 3 CREDITS This class will focus on the explosion of human migration that has occurred around the world over the past few decades and its implications for global politics. Topics covered include refugee movements and politics, border politics and security, deportation, global migration governance, human smuggling, forced/survival migration, migration as a "weapon" of the weak, climate change and migration, security and migration, state migration policies, race and ethnicity, and U.S. immigration policy.

### *LS 351 TOPICS IN INTERNATIONAL RELATIONS*

LECTURE 3 CREDITS This course examines relationships between states in different areas of the world through the use of theoretical tools from the field of International Relations. Topics vary each year. Recent offerings have included The Politics of Oil and National Security. MAY BE REPEATED FOR CREDIT.

### *MAT 105 COLLEGE ALGEBRA AND INTRODUCTORY STATISTICS*

LECTURE 3 CREDITS In this course, learners will learn to apply concepts of combining like terms, using the distributive property, and factoring quadratic expressions. Learners will also learn to understand and apply algebraic methods to solve literal equations. Learners will be able to solve simultaneous linear equations as well as how to construct linear equations from slope and point information. Application problems will include geometric figure quantities, ratio and proportion, direct and indirect variation, and conversion of units. Finding the greatest common factor of a polynomial will also be included.

### ***MED 100 NARRATIVE***

LECTURE 3 CREDITS Introduces students to the basic structure, psychological function, and social role of narrative. Provides a representative survey of narrative methods across different historical periods, cultural contexts, and media formats.

### ***MED 120 THE CULTURE INDUSTRIES***

LECTURE 3 CREDITS Introduces students to the institutional structure and social role of the media. Provides a representative historical survey with a primary emphasis on the United States. Engages the complex dynamic between political and economic systems, technologies, and representation.

### ***MED 140 MEDIA PRODUCTION STRATEGIES***

LECTURE 3 CREDITS Introduces students to basic processes involved in planning and managing the production of media texts, including methods of communicating an initial creative vision, the determination of necessary resources and action steps, and the creation of a budget and executive schedule. Addresses a variety of formats and platforms.

### *MED 160 DIGITAL MEDIA*

LECTURE 3 CREDITS Introduces students to the history and technology of digital media devices, platforms, and systems, as well as basic techniques for creating and distributing digital texts across a variety of formats, including images, graphics, web and social media content, podcasts, and short videos.

### *MED 219 TOPICS IN TEXTUAL ANALYSIS*

LECTURE 3 CREDITS Allows for an exploration of thematic and/or timely issues related to textual analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: MED 100

*MED 220 MEDIA AND THE PUBLIC SPHERE*

LECTURE 3 CREDITS Develops students' understanding of the institutional role of the media, especially as it pertains to democratic governance in the United States. Explores the uses and potential of, as well as obstacles to, mediated deliberation in relation to elections, legislation, government policy, social movements, and/or activism and opposition, as well as the influence of the market on the above. Combines thematic and historical approaches. PREREQUISITE: MED 120

*MED 239 TOPICS IN STRUCTURAL ANALYSIS*

LECTURE 3 CREDITS Allows for an exploration of thematic and/or timely issues related to structural analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: MED 120

*MED 240 ECONOMIC AND LEGAL ASPECTS OF MEDIA PRODUCTION*

LECTURE 3 CREDITS Engages economic and legal issues normally encountered in the media production process, including financing, legal personality, intellectual property rights, budgeting, labor agreements, and revenue generation and distribution. Examines historical trends, ethical implications, case studies, and related career paths. PREREQUISITES: MED 120 & MED 140

*MED 259 TOPICS IN MEDIA PRACTICE*

LECTURE 3 CREDITS Allows for an exploration of thematic and/or timely issues related to practical knowledge. May be repeated with the consent of the Department Chair. PREREQUISITE: MED 140

*MED 279 - TOPICS IN EXPERIENTIAL ENGAGEMENT*

LECTURE 3 CREDITS Allows for an exploration of thematic and/or timely issues related to production arts. May be repeated with the consent of the Department Chair. PREREQUISITE: MED 160

*MED 260 - PRODUCTION ARTS I: AURAL AND VISUAL STORYTELLING*

LECTURE 3 CREDITS Develops students' understanding of the technical processes of media production by focusing on the creation of simple audio and visual narrative texts. Emphasizes the general production workflow and its application to distinct contexts of production. Allows students to hone technical and aesthetic skill sets through the planning and creation of media texts such as podcasts, infographics, photo narratives, and short videos. PREREQUISITE: MED 140 and MED 160

*MED 300 NARRATIVE CINEMA*

LECTURE 3 CREDITS Develops students' capacity for interpreting narrative cinema by focusing on the relation between narrative meaning and formal techniques. Explores how that relationship is shaped by historical context (e.g. hegemonic aesthetic and representational codes, political-economic frameworks of production) and personal artistic vision. Introduces major theories of cinematic analysis. PREREQUISITES: MED 100 & MED 140

*MED 319 TOPICS IN TEXTUAL ANALYSIS*

LECTURE 3 CREDITS Allows for the focused examination of thematic and/or timely issues related to textual analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: any textual analysis course at the 200 level

*MED 339 TOPICS IN STRUCTURAL ANALYSIS*

LECTURE 3 CREDITS Allows for the focused examination of thematic and/or timely issues related to structural analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: any structural analysis course at the 200 level

*MED 340 MEDIA DISTRIBUTION AND MARKETING*

LECTURE 3 CREDITS Engages issues related to media circulation including institutional structures and technologies, revenue models, and advocacy strategies and tactics. Examines historical trends, case studies, and related career paths while emphasizing networked digital media and related concerns. PREREQUISITE: MED 240



*MED 359 TOPICS IN MEDIA PRACTICE*

LECTURE 3 CREDITS Allows for the focused examination of thematic and/or timely issues related to practical knowledge. May be repeated with the consent of the Department Chair. PREREQUISITE: any practical course at the 200 level

*MED 379 - TOPICS IN EXPERIENTIAL ENGAGEMENT*

LECTURE 3 CREDITS Allows for the focused examination of thematic and/or timely issues related to production arts. May be repeated with the consent of the Department Chair. PREREQUISITE: any experiential course at the 200 level

*MED 360 - PRODUCTION ARTS II: SCRIPTS AND SCREENPLAYS*

LECTURE 3 CREDITS Develops students' understanding of written formats used for authoring audiovisual narratives and their role in the production process. Emphasizes professional formatting conventions and processes for developing production plans from written texts, as well as criteria for discerning their quality, the feasibility of producing them in audiovisual formats, and their likelihood for meeting typical metrics of success such as distribution, engagement, revenue generation, and social influence. Allows students to hone technical and aesthetic skill sets through authorship of simple narrative texts in multiple formats. PREREQUISITE: MED 260

*MED 419 TOPICS IN TEXTUAL ANALYSIS*

LECTURE 3 CREDITS Allows for advanced examination of thematic and/or timely issues related to textual analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: any textual analysis course at the 200 or 300 level

*MED 439 TOPICS IN STRUCTURAL ANALYSIS*

LECTURE 3 CREDITS Allows for advanced examination of thematic and/or timely issues related to textual analysis. May be repeated with the consent of the Department Chair. PREREQUISITE: any structural analysis course at the 200 or 300 level

*MED 459 TOPICS IN MEDIA PRACTICE*

LECTURE 3 CREDITS Allows for advanced examination of thematic and/or timely issues related to practical knowledge. May be repeated with the consent of the Department Chair. PREREQUISITE: any practical course at the 200 or 300 level

*MED 460 - PRODUCTION ARTS III: THE CINEMATIC SHORT*

LECTURE 3 CREDITS Further develops students' technical, aesthetic, and collaborative skill sets as they work in one or more teams to conceive, author, plan, and produce a short narrative cinema project. PREREQUISITE: MED 360

*MED 479 - TOPICS IN EXPERIENTIAL ENGAGEMENT*

LECTURE 3 CREDITS Allows for advanced examination of thematic and/or timely issues related to media practice. May be repeated with the consent of the Department Chair. PREREQUISITE: any experiential course at the 200 or 300 level

*MED 490 – CREATIVE PRODUCTION SENIOR THESIS*

LECTURE 3 CREDITS Facilitates the conceptualization and rigorous planning of a substantial creative media project. Students will identify and/or author appropriate source material, then employ it as the basis of a detailed project plan, including a production schedule, budget, and marketing and distribution plan. Successful students will finish the course with an executable plan. Pending instructor approval, some students may execute initial steps of their plan, such as the acquisition of legal personality and/or intellectual property rights, the solicitation and/or acquisition of financing, the attachment of personnel, and the establishment of a public brand presence during the semester. In rare cases, and pending instructor approval, some students may execute the production and even post-production stages of their project during the semester. PREREQUISITES: MED 300 & MED 460

### ***MED 498 - INTERNSHIP***

LECTURE 3 CREDITS Enables students to complete a professional internship related to the major. (Requires approval of the Department Chair and must adhere to AJU internship policies.) PREREQUISITE: senior standing

### ***MED 499 - INDEPENDENT STUDY***

LECTURE 3 CREDITS Enables students to develop and follow a course of study related to a topic that is pertinent to but not otherwise addressed within the major. (Requires approval of the Department Chair.) PREREQUISITE: senior standing

### ***MGT 503 MANAGEMENT OF HUMAN RESOURCES***

LECTURE 3 CREDITS The principles and effective practices in managing human capital for the rapidly changing workplace. Topics include creation and development of performance goals and priorities, supervision, hiring procedures, compensation, collective bargaining and labor law.

### ***MGT 504A ENTREPRENEURIAL LEADERSHIP AND MANAGEMENT: HARNESSING AND DEVELOPING INDIVIDUAL POTENTIAL***

LECTURE 3 CREDITS Theories of nonprofit management and leadership styles in organizational settings. Students identify and develop individual skills and the greater self-awareness needed to lead people and organizations in established nonprofits and new social ventures. Students will form effective strategies, enabling them to meet the challenges of leading others in times of change.

### ***MGT 504B ENTREPRENEURIAL LEADERSHIP AND MANAGEMENT: CREATING HIGH PERFORMING ORGANIZATIONAL CULTURES***

LECTURE 3 CREDITS Strategies and skills for successfully onboarding, developing, and retaining key staff members. Theories and practices will be explored to create and sustain volunteer leaders, philanthropists, and board members within healthy organizational cultures.

### ***MGT 505 SOCIAL ENTREPRENEURSHIP: VISION, DESIGN, EVALUATION***

LECTURE 3 CREDITS The knowledge and utilization of core business principles, organizational vision, design, and planning will be explored in depth. Blending theory and practicums students will learn methods and best practices for building and sustaining social ventures. Students will also be introduced to advanced strategies and practical techniques for evaluating organizational performance and managing change.

### ***MGT 506A THE NONPROFIT MANAGER'S TOOLKIT: MANAGERIAL FINANCE IN NONPROFIT ORGANIZATIONS***

LECTURE 3 CREDITS Practicum based seminar combining the theory and practice of basic accounting and cost accounting for the management of the nonprofit organization. Particular emphasis is placed on the understanding and analysis of financial statements for decision making and how to utilize them with real life applications

### ***MGT 506B THE NONPROFIT MANAGER'S TOOLKIT: ADVANCED MANAGERIAL FINANCE IN NONPROFIT ORGANIZATIONS***

LECTURE 3 CREDITS The tools and techniques for managing organizational finance, including planning and budgeting, techniques for monitoring compliance, cash flow analysis, resource allocation, time value of money, risk-return concepts, and project financing. PREREQUISITE: MGT 506A.

### ***MGT 506C THE NONPROFIT MANAGER'S TOOLKIT: PUBLIC POLICY, LAW AND TAXATION***

LECTURE 3 CREDITS A wide range of public policy and legal issues can affect the success of the nonprofit organization. This course includes an overview of government relations, public policy, taxation and available funding sources in the various public sectors.

*MGT 509A INVESTING IN A CAUSE: THE DONOR CYCLE AND THE PROFESSIONAL/LAY PARTNERSHIP*

LECTURE 3 CREDITS Successful fund raising requires the coordination of three primary partners: the donor, the governing board and the fundraiser. This course explores the stages of the normative donor cycle and the core functionalities and objectives of each stage. Additionally, this course examines the processes set forth to advance each donor within and beyond each stage. Emphasis is also placed on the fundraiser's role in creating and sustaining lay governance structures such as the board of directors and fund raising committees.

*MGT 509B ADVANCED FUNDRAISING*

LECTURE 3 CREDITS The experienced fund raiser understands the various techniques available for conducting a successful development effort with a special emphasis on selection, cultivation and stewardship of major organizational donors. This course will provide an overview of those techniques as well as an analysis of how and when to use them. Additional emphasis will be placed on the connection between major gifts and conducting annual, capital and heritage (planned giving) campaigns.

*MGT 510 ADVANCED SOCIAL ENTREPRENEURSHIP*

LECTURE 3 CREDITS Students master the skills and methodologies studied in MGT 505 by applying them to a range of practice case studies through the creation of a new nonprofit organization or a substantially new program in an existing one. By the end of the course, students present a proposal for their group capstone project.

PREREQUISITE: MGT 505.

*MGT 511 MBA COLLOQUIUM*

LECTURE 2 CREDITS The colloquium addresses the critical issues and trends in nonprofit management and leadership. Topics vary each semester and are selected to enhance the synthesis of MBA courses and to connect students with thought leaders and practitioners throughout the nonprofit sector.

*MGT 514 CAPSTONE PROJECT*

6 CREDITS Working in a group setting, all students are required to create a written comprehensive plan for a nonprofit organization demonstrating their mastery of all the various techniques included in the basic curriculum. These business plans may apply to a new enterprise or can relate to a serious rethinking of an existing enterprise. PREREQUISITE: MGT 510.

*MGT 531 CASES IN MISSION BASED VENTURES*

LECTURE 3 CREDITS The creation and management of new ventures requires nonprofit leaders that inspire, influence, manage and oversee people of different faiths, backgrounds, cultures and generations. This course delves into the basic belief and societal structures of major domestic religions, ethnic communities, social cultures and multigenerational mindsets. Special emphasis will be placed on case studies combining leadership and cultural intelligence to build sustainable nonprofit ventures.

*MGT 532 PUBLIC INNOVATION AND STRATEGIC ADVOCACY*

LECTURE 3 CREDITS Innovators involved in issues of social justice and community development will learn to navigate the mechanisms of civic advocacy in rapidly changing landscapes. Emphasis will be placed on how nonprofits currently and historically reshape the existing environments for greater social impact.

*MGT 540 STRUCTURE AND TRENDS OF THE AMERICAN JEWISH COMMUNITY*

LECTURE 3 CREDITS The sociological trends that characterize the contemporary American Jewish community. Students will become familiar with contemporary research on American Jewish life and its likely application to organizational mission, programs and management. The course also includes an introduction to the history and

current status of organized Jewish life in America, including major Jewish organizations, major Jewish religious movements, evolving demographics, and the new trend toward social entrepreneurship.

*MGT 541 SUSTAINABLE BUSINESS MODELS FOR THE JEWISH FUTURE*

LECTURE 3 CREDITS The needs of the Jewish community have changed dramatically over recent years. Evolving demographics and societal trends necessitate the creation and implementation of fresh business models. Building upon MGT 540, students will develop an adaptive business model that addresses current challenges with visionary direction.

*MGT 542 APPLIED JEWISH ETHICS IN THE NONPROFIT WORKPLACE*

LECTURE 3 CREDITS Students will explore best business practices based on thousands of years of Rabbinic tradition. Subject matter includes hiring practices, termination protocols, donor relations, gift acceptance, employee performance, board governance and client engagement.

*MGT 545 THE NONPROFIT MANAGER'S TOOLKIT: INTRODUCTION TO NONPROFIT ACCOUNTING*

LECTURE 3 CREDITS Practicum based seminar teaching basic accounting and cost accounting for the management of the nonprofit organization. Particular emphasis is placed on the understanding the theory and concrete skills of basic accounting. This course creates the important foundation for the following three managerial finance courses and builds a shared language between all members of the student class

*MGT 550 CAUSE MARKETING AND COMMUNICATIONS*

LECTURE 3 CREDITS Proven techniques for marketing the nonprofit organization include branding, building the organizational brand through social media and other modes of communication, and working with the media to promote organizational awareness in the community. The use of information technology and its applications to the management of the nonprofit organization will also be covered.

*MGT 570 GRANTSMANSHIP, AND PROGRAM ASSESSMENT*

LECTURE 3 CREDITS This intensive course will explore the intricacies of research and identification of funding opportunities, from making a case for a grant to assess and demonstrate measurable outcomes as required by today's funders. The second portion of the course includes in-depth skill building for successful program assessment across the nonprofit and social entrepreneurship sectors.

*MGT 572 THE FUTURE OF FUNDRAISING: NEW MODELS AND PLANNED GIVING*

LECTURE 3 CREDITS An advanced exploration of the skills required to raise revenue through the most current fundraising and nontraditional avenues, and the art and science of planned giving. Topics include cutting edge techniques crowdfunding and other digital fundraising, giving circles and more. The second portion of the course includes a "deep dive" into giving methods, tools, strategies and skills to facilitate donors' legacies. Students will hear from experts in these rapidly growing fields and learn to devise long term successful campaigns.

*NSC 101/101L BIOLOGICAL DYNAMICS I AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT An introduction to the science of biology and the variety of organisms in the biosphere. Topics presented include theories relative to the origin of life, cellular structure and function, evolution as a unifying principle in biology, and processes of inheritance. Laboratory experiences give students an opportunity to understand scientific methods of investigation. Lecture, three hours; laboratory, three hours.

*NSC 102/102L BIOLOGICAL DYNAMICS II AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT A continuation of the study of biology at the organism, population, and environmental levels. Included are topics dealing with the structures and coordination of functions of complex

multicellular organisms, biological factors that support community life systems, ecological interrelationships of plants and animals, and man's impact upon the environment. Lecture, three hours; laboratory, three hours.

#### *NSC 111/111L GENERAL CHEMISTRY I AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT The first part of a two semester sequence in General Chemistry with laboratory. This course covers the fundamental topics of chemistry such as atomic theory, atomic structure and the periodic table, molecular structure and bonding, introductory organic chemistry, structure and properties of solids, liquids, and gases, kinetic theory and colligative properties. Laboratory exercises emphasize the qualitative and quantitative aspects of scientific measurement. Lecture, three hours; laboratory, three hours.

#### *NSC 112/112L GENERAL CHEMISTRY II AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT A continuation of General Chemistry I, which includes laboratory. Topics include: chemical reactions, equilibria, kinetics, oxidation-reduction, metals, nonmetals, metalloids, radioactivity, thermodynamics and electrochemistry. Laboratory exercises will include quantitative analysis using gravimetric and titration techniques. Lecture, three hours; laboratory, three hours.

#### *NSC 120/120L PHYSICS I AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT A study of motion including force, conservation laws, vibratory motion, and wave motion; an introduction to light, field theory, electricity, magnetism, and quantum mechanics. Lecture, three hours; laboratory, three hours.

#### *NSC 121/121L PHYSICS II AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT A study of the properties of matter; thermodynamics, electrical circuits, optics, topics in astronomy, and relativity. Lecture, three hours; laboratory, three hours. PREREQUISITE: NSC 105/105L.

#### *NSC 200/200L ANATOMY AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT The study of the structure of the human body including skeletal, muscular and nervous systems. Functional relationships between these systems will be examined.

#### *NSC 201/201L PHYSIOLOGY AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT This multimedia based course presents a comprehensive treatment of the functions of the human body from a systemic perspective. The course covers nervous, cardiovascular, respiratory, renal, digestive, reproductive system functions and as time permits an introduction to the immune system. The laboratory is correlated with major lecture topics and affords the student with opportunities to explore EEGs, ECGs, muscle function, sensory systems etc. PREREQUISITES: GRADE OF C OR BETTER IN NSC 200/200L.

#### *NSC 203 BIOTECHNIQUES*

LECTURE AND LAB 3 CREDITS A hybrid course that will discuss the theory and practice of techniques fundamental to modern Biology. Basic lab skills such as solution preparation and dilution, pipetting, and the keeping of a laboratory notebook will be emphasized. Techniques involving the analysis and quantitation of proteins and nucleic acids will also be explored.

#### *NSC 205 GENETICS*

LECTURE 3 CREDITS This is a comprehensive exploration of the principles of classical and modern molecular genetics. The course emphasizes concept/content mastery and development of problem solving skills. It will include plant, animal and human genetics models as appropriate to the specific subject being studied. PREREQUISITES: GRADE OF C OR BETTER IN NSC 102L.

#### *NSC 206 CELL PHYSIOLOGY*

LECTURE 3 CREDITS A study of the organization of cells including cell specialization, chemical composition, regulation of metabolism, protein synthesis, membrane transport, and cellular genetics and the cell cycle. PREREQUISITES: GRADE OF C OR BETTER IN NSC 102L.

#### *NSC 210/210L ORGANIC CHEMISTRY I AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT Study of the reactions of hydrocarbons and organic compounds. Students will learn nomenclature and become familiar with reactions mechanisms, organic synthesis, infrared and nuclear magnetic resonance. Lecture, three hours; laboratory, three hours. PREREQUISITE: GRADE OF C OR BETTER IN NSC 112/112L.

#### *NSC 211/211L ORGANIC CHEMISTRY II AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT A continuation of Organic Chemistry I. Introduction to the chemistry of proteins, carbohydrates, lipids, and nucleic acids. Lecture, three hours; laboratory, three hours. PREREQUISITE: GRADE OF C OR BETTER IN NSC 210/210L.

#### *NSC 305/305L MICROBIOLOGY AND LAB*

LECTURE 3 CREDITS, LAB 1 CREDIT This is a lecture and laboratory based course devoted to the study of microorganisms (viruses, bacteria, protozoa and fungi). The course place emphasis on microorganisms of human medical importance (e.g. in depth study of selected diseases, their cause, diagnosis and treatment), but will also study microbes of much broader importance. In particular, we will study the following aspects of microorganisms: morphological types & defining characteristics, life cycles and ecology, microbial biochemistry and molecular biology and the occurrence of extremophile species. Also to be covered are basic immunology and antimicrobial control measures/therapeutics. PREREQUISITES: GRADE OF C OR BETTER IN NSC 205 AND NSC 206.

#### *NSC 309 MOLECULAR BIOLOGY*

LECTURE 3 CREDITS A detailed introduction to molecular biology, the course focuses on topics such as transcriptional regulation, RNA processing, DNA replication, DNA repair, and DNA recombination. Each is presented from both the view of prokaryotes as well as eukaryotes. Scientific journal articles highlighting class topics will be used to supplement lecture material. PREREQUISITES: GRADE OF C OR BETTER IN NSC 205 AND NSC 206.

#### *NSC 310 BIOCHEMISTRY*

LECTURE 3 CREDITS A study of protein structure and function, enzyme mechanisms, basic aspects of metabolic pathway and regulatory function. PREREQUISITES: GRADE OF C OR BETTER IN NSC 211/211L.

#### *NSC 403 IMMUNOLOGY*

LECTURE 3 CREDITS This course combines lectures and case history analysis to explore the cellular and humoral immune systems. The course focuses on innate immunity, acquired immunity, the primary and secondary immune response, the causes and consequences of hypo- and hyperactive immune responses. Cases from actual patients illustrate many of the course concepts and afford students with opportunities for problem solving experiences. PREREQUISITES: GRADE OF C OR BETTER IN NSC 205 AND NSC 206.

#### *NSC 405 DEVELOPMENTAL BIOLOGY*

LECTURE 3 CREDITS This course is a comprehensive study of the patterns and processes that underlie animal development. Topics will include the molecular level control of gene expression during development, the cellular basis of morphogenesis and pattern formation, molecular and cellular bases of the differentiation, induction and growth of embryos. In addition, this course will examine the phenomena of regeneration and remodeling as they

pertain to the development of appropriate organisms. PREREQUISITES: GRADE OF C OR BETTER IN NSC 205, NSC 206, and NSC 309.

#### *NSC 407 CASE HISTORIES IN ETHICS*

LECTURE 3 CREDITS Course offered at Cedars Sinai. Senior standing in the major is required. Students must make formal application for enrollment in this course, and be accepted by the BNS department on campus and by Cedars Sinai Medical Center (CSMC). Students explore issues in clinical ethics based on actual in-patient cases under the guidance of faculty from CSMC's Center for Healthcare Ethics. The course is held on site at CSMC. PREREQUISITES: GRADE OF C OR BETTER IN PHL 225.

#### *NSC 409 PRECEPTORSHIP*

6 CREDITS TOTAL This course is an internship/preceptorship within a research lab (6 credits) or a shadowing within a health professions setting (3 credits). Students are placed based on interest, career goals, and satisfactory completion of the freshman, sophomore and at least 1-2 upper division science courses that may be taken concurrently. Students must meet with the Department Chair and the Preceptorship advisor one semester prior to placement.

#### *PHL 225 BIOETHICS*

LECTURE 3 CREDITS The class begins with introductory sessions on the meaning of moral terms and the range of Western and Jewish moral theories. We discuss the ethical questions involved in the following topics and secular and Jewish approaches to them: (1) The physician-patient relationship: the duties of physicians and patients; models of the physician-patient relationship; the roles and responsibilities of nurses; truth-telling and confidentiality; informed consent; medicine in a multicultural society. (2) Contested therapies and biomedical enhancement. (3) Human and animal research. (4) The end of life: preparing for death, defining death, removal of life support in dying patients, aid in dying, suicide, organ transplantation. (5) The beginning of life: preventing pregnancy through birth control and abortion, embryonic stem cell research, artificial reproductive techniques, genetic testing and interventions. (6) The distribution of health care.

#### *PHL 512 INTRODUCTION TO JEWISH PHILOSOPHY*

LECTURE 3 CREDITS The course is an introduction to an understanding of Jewish philosophy, to some of the major thinkers in Jewish Philosophy, and an exposure to the methods of Jewish philosophy in ancient and medieval periods. It traces Jewish thought from the Bible to the Rabbis to the medieval period. It also covers major themes in Jewish philosophy, as illustrated by representative readings of modern and contemporary Jewish philosophers. The topics include God, the problem of evil, revelation, the authority of Jewish law, the ideology of modern Jewish religious movements, Jewish moral goals, concepts of salvation and afterlife, Zionism, and prayer. Students read various philosophers, compare their approaches to a given topic, and evaluate their views as to their philosophical soundness and their Jewish relevance. Through this pedagogy, students learn how to evaluate arguments.

#### *PHL 513 INTRODUCTION TO KABBALAH & HASSIDUT*

LECTURE 3 CREDITS Jewish Mysticism, commonly referred to as Kabbalah, is the product of thousands of years of esoteric speculation, revelatory experience, scholasticism, pietism and risk. This course will analyze the role of mysticism in Jewish history through analysis of the major theological ideas of classical Kabbalah. The second half of the course will carry the narrative into the world of Hasidism, which has been an important influence in Conservative Judaism practically since its inception. These traditions will be examined in terms of its historical development, its relationship to mystical experiences and its sacred literature. Attention will also be paid to the relationship of Kabbalah to other kinds of mysticism, in line with general issues in the study of religious mysticism. In the second part it will engage in learning primary chassidic teachings of Chassidic Rebbes that stem from the

conception of the movement till our generation. It will engage in close textual analysis of primary sources as a means of understanding the evolution of the Chassidic vocabulary and library. We will encounter the teachings of core voices in the Chassidic movement and explore the essence of their theology and spiritual legacy.

*PHL 551 DEVELOPMENT & THEOLOGY OF LITURGY*

LECTURE 3 CREDITS This class will examine Jewish liturgy through two prisms – a chronological survey of its development historically and diachronically by looking at the theology expressed in particular prayers, siddurim, and to be found in the structure of the liturgy itself.

*PHL 553 CONSERVATIVE JUDAISM: THEOLOGY, LAW, ETHICS I AND II*

LECTURE 4 CREDITS This course is an integration of the three primary areas in which Conservative Judaism's worldview and perspective offer a unique and important take on Jewish tradition and faith. Looking at the theological perspectives and insights of the leaders of the Movement, at the theories of law and their application, and at the pervasive impact of ethics, students will have a solid perspective with which to identify and through which they can face the issues confronting the Jewish world today.

*PHL 562 ISSUES OF JUSTICE*

LECTURE 2 CREDITS This course is designed to create a space within the curriculum at Ziegler in which the learning and conversation is centered on issues of justice. It will also focus students to develop a set of concepts or principles and a vocabulary, which can be transported, translated and deployed beyond the walls of this classroom and institution. The goal is to start a conversation here, which can also be engaged in outside this community and this institution. The direct practice of this course will be to engage issues of justice through and around sugyot in the Bavli.

*PHL 563 HALAKHAH OF LITURGY*

LECTURE 3 CREDITS This class will familiarize the student Jewish liturgy as an expression of halakhic priorities, categories, values, and parameters. Given that the Siddur begins as a teshuvah and is an exemplar of rabbinic rules of prayer, this course will illumine the halakhic dynamic that launched the Siddur and continues to shape its contours and its development.

*POL 100 INTRODUCTION TO POLITICAL SCIENCE AND POLITICAL THEORY*

LECTURE 3 CREDITS An overview of the field of political science. Introduces students to major political theorists and major concepts in political science; how political scientists study politics, including the role of values and beliefs; sub-fields of political science; and writing in political science.

*POL 101 INTRODUCTION TO U.S. POLITICS*

LECTURE 3 CREDITS Introductory course in U.S. politics which provides an overview of the governmental institutions and political process of the U.S. political system, including political attitudes, the policymaking process, and analysis of critical issues. Partially fulfills the American History and Institutions requirement.

*POL 320 AMERICAN POLITICAL DEVELOPMENT*

LECTURE 3 CREDITS American Political Development (APD) is a sub-discipline within American Politics focused on explaining changes in the U.S. political system that have transformed fundamental characteristics of American politics. APD emphasizes the roles of political culture, ideas, institutions (the executive, Congress, the courts, and state and local governments) and political agents (political parties and interest groups) in shaping the long-term development of political conflict and public policy. This course will examine key concepts, analytical tools, and texts at the center of developmental inquiry.



*POL 323 PUBLIC POLICY*

LECTURE 3 CREDITS This course introduces the intricacies of American public policymaking including an examination of the process of public policy and the political context in which policies are developed.

*POL 329 TOPICS IN U.S. POLITICS*

LECTURE 3 CREDITS This course focuses on different aspects of U.S. politics such as Congress, the Presidency. Topic varies each year. MAY BE REPEATED FOR CREDIT.

*POL 350 THE POLITICS OF FOOD*

LECTURE 3 CREDITS This course introduces students to current issues and dilemmas regarding food production, distribution, and consumption, and the implications for peoples around the globe. The course will examine critically the two dominant food production paradigms in today's work, the industrial, globalized food model and the organic/slow food/grow local model. Linkages will be made to a variety of ethical issues, including ones that deal with the preparation of kosher food.

*POL 352 COMPARATIVE POLITICS*

LECTURE 3 CREDITS An introduction to the comparative method and theoretical frameworks in comparative politics, focusing on Europe and the Third World. The course examines features common to all political systems, such as party systems and regime types, explores contrasting theories of political change and development, and looks at current issues confronting advanced industrial and less developed nations.

*POL 360 WHAT IS A NATION-STATE*

LECTURE 3 CREDITS The main political actor in our contemporary world is the nation-state. We tend to take them for granted today, but they have only been in place for a few centuries and there is no reason to suspect they will remain indefinitely. This course evaluates the origins and sustainability of nation-states, especially focusing on their rise and early history of nation-states in the sixteenth through eighteenth centuries. It will evaluate theoretical works and historical case studies on the emergence and formation of nations and nationalism.

*POL 361 METHODS IN POLITICAL SCIENCE*

LECTURE 3 CREDITS This course is an introduction to political science research. Unlike much reporting in the news media and arguments made by politicians, interest groups, and lobbyists, students learn how to systematically analyze politics and form a plan to study a political question; how to find evidence most appropriate for answering this question; and how to assess this evidence, using qualitative or quantitative methods, to see how it answers the question. Topics include the logic of inference, creating measures from concepts, some basic statistical methods (requiring only simple high school algebra), and comparison of in-depth qualitative case studies. Students also learn to conduct basic data analysis using statistical software, and to present their findings by creating visually appealing graphics. Upon completing this course, students will have gained a handy set of research tools they can use to analyze political questions and for work in graduate school or corporate and government jobs.

*POL 362 THE GREAT MINDS OF POLITICAL SCIENCE VIDEO LECTURES*

LECTURE 3 CREDITS This class will watch and discuss conversations, interviews, and lectures of some of the greatest "thinkers" over the past fifty years to examine how prominent scholars engage some of our most difficult political problems and issues. Speakers include Francis Fukuyama, Linus Pauling, Steven Pinker, Theda Skocpol, and Kenneth Waltz, to name but a few of them. Political issues and topics range from poverty, democracy, foreign policy, terrorism, science and politics, the Obama presidency, and world order to women and politics. Readings will also be assigned with the video lectures.

*POL 363 FILM AND POLITICS*

LECTURE 3 CREDITS This course will analyze important political topics and themes by discussing how they are explored in major motion pictures. It will examine the political messages transmitted through the films and the political values that they convey. Examples of themes covered include crime and punishment; capitalism; democracy, socialism, and other forms of governmental forms; the individual and the state; and war.

*POL 364 POLITICAL PHILOSOPHY AND THEORY*

LECTURE 3 CREDITS This course examines a number of questions, including human nature and its impact on how we structure political institutions, the relationship of the individual to society, and the role of ideologies and values in politics. Classical philosophical texts will be used.

*POL 365 AMERICAN POLITICAL THOUGHT*

LECTURE 3 CREDITS This course surveys American political thought from the colonial era to the present. Political ideas may embody abstract principles, but they are also tied to the political world: they reflect social concerns and shape governing institutions and political practices. In particular, we will examine the influence of different strains of political thought in America and its contribution to conceptions of American democracy. By utilizing the original writings and closely examining these documents, students should be able to trace current political debates and ideas to the origin of these thoughts. The political principles of the American Founding Fathers, influenced by Lockean social compact theory and British constitutionalism, shaped and guided American political institutions until well into the nineteenth century. Those principles were challenged and rejected by American Progressivism, which derived its fundamental tenets from post-Lockean European sources.

*POL 366 TOPICS IN POLITICAL THEORY*

LECTURE 3 CREDITS This course will focus on a particular subset of political theory or the ideas of particular political thinkers. MAY BE REPEATED FOR CREDIT.

*POL 257 OR POL 357 TOPICS IN POLITICS & GLOBAL STUDIES*

LECTURE 3 CREDITS This course examines various topics in Politics & Global Studies field. MAY BE REPEATED FOR CREDIT.

*POL 356 THIRD WORLD LITERATURE AND FILM*

LECTURE 3 CREDITS This course explores issues in Third World politics and development as exemplified through literature and film. The course utilizes material from a variety of less developed regions, including Africa, South and East Asia, the Middle East and Latin America. The course traces the history of the Third World, from the onset of colonialism to the post-colonial era. Topics include colonialism and its legacies, the process of modernization, and the struggle for democratic politics and economic development.

*POL 367 CONTEMPORARY WORLD POLITICAL ISSUES AND CRISES*

LECTURE 3 CREDITS In this course, students focus on analyzing the news by critically examining current domestic and international issues. Stress is also placed on putting the news in historical context as well as on exploring each issue from diverse points of view.

*LS, GS, OR POL 390 HONORS THESIS*

LECTURE 3 CREDITS Students who have excelled in their course work may write an honors thesis in their senior year, with prior approval and in consultation with the chair of the department.

*LS, GS, OR POL 398 POLITICAL INTERNSHIP*

3 CREDITS

*LS, GS, OR POL 399 INDEPENDENT STUDY*

3 CREDITS

*PRS 501 SENIOR SEMINAR/SENIOR INTERNSHIP I*

SEMINAR 3 CREDITS This workshop gives graduating senior an opportunity to reflect on their internship experiences. It also prepares them for the job search and interviewing process and other final aspects of leaving school and entering the professional world of the rabbi. The students are given an opportunity to assimilate the experiences they have accumulated over their five-year program in rabbinical school. They are also given the specific tools needed to be effective in a job interview, to write a resume, to be aware of the elements of the job search process, from application to contract negotiation.

*PRS 505 FIELD PLACEMENT*

0 CREDITS This Field Placement is an introduction to the rabbinic roles in Jewish federations and a variety of other Jewish agencies. Under the supervision of a mentor, students observe and learn about the work rabbis perform in Jewish organizations as well as the nature of rabbinic relationships with staff and lay people.

*PRS 506 FIELD PLACEMENT II*

0 CREDITS This Field Placement is an introduction to the rabbinic roles in congregations, educational institutions, and Jewish agencies. Under the supervision of a mentor, students observe and learn about the work rabbis perform in these diverse Jewish organizations as well as the nature of rabbinic relationships with staff and lay people.

*PRS 507 SYNAGOGUE SKILLS SEMINAR*

SEMINAR 1 CREDIT Students are required to obtain a certain skills set each year prior to ordination in insure that they have the necessary skills to be shlichei tzibbur and baalei koreh of Torah, Haftarat and Megillot.

The skills that students are expected to acquire each year are sequentially determined based on level of difficulty and frequency of appearance in the synagogue service. They are skills the students will use as they participate in the Ziegler Minyanim.

*PRS 508 FIELD PLACEMENT III*

0 CREDITS *Same as PRS 506*

*PRS 510 HOSPITAL CHAPLAINCY*

1 CREDIT This training course is an intensive educational experience that will provide an introduction to religious counseling in a hospital setting. Supervised experiences in pastoral counseling will be supplemented by class sessions dealing with methods of pastoral counseling as well as the issues of illness and healing.

*PRS 520 PASTORAL COUNSELING I*

LECTURE 2 CREDITS This course covers some basic aspects of psychology essential to understanding the challenges of rabbinic counseling (the unconscious, transference, and counter-transference); effective strategies in dealing with mental illness and the mental health system; pastoral counseling to the sick, dying and bereaved; and drug addiction and alcoholism.

*PRS 521 PASTORAL COUNSELING II*

LECTURE 3 CREDITS This course will address issues of group process (e.g., on boards and committees); rabbinic counseling on family life (marriage and parenting); understanding and helping non-normative congregants (divorced, childless, homosexual); conversion and intermarriage; and mental health for the rabbi and the rabbinic family.

*PRS 530 ADVANCED HOMILETICS I*

LECTURE 3 CREDITS An important element of a rabbi's work is effective public speaking. This course allows the students to draw on the vast corpus of knowledge and experience they have gained while in rabbinical school to write derashot and sermons. It also refines the public speaking skills they have acquired up until this point. The course also gives the students the opportunity to critique a variety of forums (synagogue services, published sermons, sermons they have heard, etc.). This helps the students to critique and improve their own public homiletical skills. Throughout the course of two semesters, students will draw upon a variety of traditional and modern sources to create and deliver sermons and derashot. The course helps students to understand the art of rabbinic speaking including subject matter, style, resources, and how to deal with difficult topics. The Professor and classmates critique these presentations. Students also review synagogue services, write a prayer commentary or an original prayer, and rabbinic letters.

*PRS 552 JEWISH LIFECYCLES*

LECTURE 3 CREDITS This seminar explores the integration of the academic, professional and personal dimensions of begin a rabbi. It focuses on the life-cycle rituals, with special emphasis on the concept of Covenant implicit in each of them. Students explore the role of the rabbi at the key moments of personal, family and communal life, and how rabbis bring together the wisdom of the tradition with the insights of contemporary theories of individual and family psychology.

*PSY 100 INTRODUCTION TO PSYCHOLOGY*

LECTURE 3 CREDITS This is a survey course in which all major areas of psychological study are examined. Topics include: brain function, sensation and perception, child development, personality, learning, memory and intelligence, social behavior, psychological disorders, and approaches to therapy. Emphasis is placed on understanding basic psychological processes, an introduction to the major theories in psychology, and relating course content to daily experiences.

*PSY 150 NARRATIVE*

LECTURE 3 CREDITS INTRODUCES STUDENTS TO THE BASIC STRUCTURE, PSYCHOLOGICAL FUNCTION, AND SOCIAL ROLE OF NARRATIVE. PROVIDES A REPRESENTATIVE SURVEY OF NARRATIVE METHODS ACROSS DIFFERENT HISTORICAL PERIODS, CULTURAL CONTEXTS, AND MEDIA FORMATS.

*PSY 210 PHYSIOLOGICAL PSYCHOLOGY*

LECTURE 3 CREDITS An examination of the relationship between physiology and behavior. Topics include: the role of integrative activities, receptor and effector processes in relation to neuromuscular structure and function, the biological bases of behavior and human cognitive processing, the brain and psychopharmacology. This course may include laboratory work. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 220 RESEARCH METHODS*

LECTURE 3 CREDITS This course covers basic experimental design and research, and paradigms used in psychology. Included are issues of reliability, validity, and ethics involved in conducting human research. The lab is required. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY220L RESEARCH METHODS LAB*

LAB 1 CREDIT This laboratory accompanies the Research Methods class and involves a student project.

*PSY 270 NEW VENTURE MANAGEMENT AND ORGANIZATIONAL BEHAVIOR*

LECTURE 3 CREDITS In this course, learners will obtain an introduction to current business structures practices. Topics covered include for profit and nonprofit management, ethical management, planning and performance, and social issues in business, with a focus on behavior of—and in—the entrepreneurial firm. Prerequisites: MAT 103, BUS 103, BUS 104, BUS 105, BUS 106, or instructor permission.

*PSY 295 PROFESSIONAL SEMINAR*

LECTURE 1 CREDIT A weekly colloquium with a major focus on career development for psychology students. In addition to presentations by current faculty covering topics such as careers in psychology, applying to graduate school and preparing for interviews; frequent outside speakers make presentations on a wide variety of topics including: autism, family relations, health, stress, coping, serious disorders, educational therapy, music therapy, and more. This class may be repeated for credit.

*PSY 311 DEVELOPMENTAL PSYCHOLOGY II*

LECTURE 3 CREDITS The life cycle from adolescence through adulthood is explored including physical, emotional, cognitive, and social changes. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 312 THE EXCEPTIONAL CHILD*

LECTURE 3 CREDITS The study of children with special needs, including, autism, learning disabilities, retardation, or being identified as gifted. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 314 CHILD ABUSE*

LECTURE 3 CREDITS This course will be an overview of issues related to child abuse and its outcomes. The major types of child abuse will be defined, described and discussed. A multidisciplinary approach to the problem will be used examining the physical, neurological, psychological, and behavioral outcomes of abuse. The etiology of child maltreatment will be discussed including the role of dysfunctional families. The effects of trauma on development, cognitive changes and attachment in the context of child maltreatment will be discussed.

*PSY 320 COGNITIVE PSYCHOLOGY*

LECTURE 3 CREDITS This course offers an overview of cognitive processes. These include concept formation, attention, memory, imagery, language, problem solving, and thinking. Topics may also include an historical review of the topic and treatment strategies for cognitive problems. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 330 LEARNING THEORIES*

LECTURE 3 CREDITS This course focuses on the acquisition of behavior, operant and classical conditioning, and the application of behavioral principles to changing behavior. PREREQUISITE PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 340 SOCIAL PSYCHOLOGY*

LECTURE 3 CREDITS An exploration of group influence on human behavior. Topics include intergroup behavior, attitude formation, prejudice, conformity, persuasion, altruism, and aggression. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 345 PAS PRACTICUM*

LECTURE 1 CREDIT Students in this class will be trained to be facilitators for the annual Prejudice Awareness Summit (PAS) focusing on reducing prejudice and bullying and increasing tolerance in middle school students. The PAS is held on campus in the Spring of each year.

*PSY 350 PERSONALITY THEORIES*

LECTURE 3 CREDITS Classical and modern theories of personality formation are examined in this course. Classical and modern psychoanalytic theories, behaviorism, biological, cognitive, humanistic, and existential theories of personality will be studied. Theories are compared and contrasted in order to clarify their implications for personality formation. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 360 ABNORMAL PSYCHOLOGY*

LECTURE 3 CREDITS An exploration of modern conceptions of abnormal behavior and psychopathology. Included are discussions of the history of concepts of abnormal behavior, modern definitions of pathology, biological and environmental causes of pathology, and the available treatment for the various disorders. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 361 TESTS AND MEASUREMENTS*

LECTURE 3 CREDITS This course covers how various psychological constructs are measured including measures of personality, intelligence, and other traits and abilities. Test construction and issues of reliability and validity of are examined. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 370 ORGANIZATIONAL BEHAVIOR*

LECTURE 3 CREDITS Formal organizations such as companies, schools, religious institutions, and governments can be understood through principles of social psychology and management theories. The focus is analysis of specific institutions using contemporary management and social psychological theories, examining work performance, leadership, goal attainment, and work environments. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR

*PSY 380 HEALTH PSYCHOLOGY*

LECTURE 3 CREDITS This course focuses on how psychological processes affect physical health, stress, psychological factors that affect wellness and the delivery of treatment, and doctor patient relationships. Theories of changing health behaviors and current research in this field are covered. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 381 HUMAN SEXUALITY*

LECTURE 3 CREDITS An overview of the physiology, psychology and sociology of human sexuality. Emphasis is on psychosocial aspects of sexual attitudes and behaviors, normal sexual behavior, sexual dysfunction, and treatment of sexual dysfunctions. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 382 CROSS-CULTURAL PSYCHOLOGY*

LECTURE 3 CREDITS An overview of the study of culture and how different cultures understand psychological processes such as personality, social behavior, child development, mental health, and therapy. PREREQUISITE: PSY 100 OR PERMISSION OF THE INSTRUCTOR.

*PSY 390 SELECTED TOPICS IN PSYCHOLOGY*

LECTURE 3 CREDITS These courses covers topics in psychology that have a more specialized focus than the general courses listed above.

*PSY 397 INTERNSHIP*

1-3 CREDITS Involves field placement (three hours per unit per week) and requires a written product. Several settings are available involving children or adults. With Department Chair approval, up to six Internship credits may be taken by a student during the student's tenure as a Psychology major. PREREQUISITE: At least junior status.

*PSY 398 ADVANCED RESEARCH PRACTICUM*

3 CREDITS This course involves participation in research. Under supervision of the instructor, students will help conduct a review of the literature, develop a research design for the project, create the research instruments, collect data, input data into statistical software and analyze results. PREREQUISITE: ENROLLMENT IN THIS COURSE REQUIRES PERMISSION OF THE INSTRUCTOR.

*PSY 410 INTRODUCTION TO COUNSELING*

3 CREDITS This course will provide an overview of the therapeutic process, different theoretical models of counseling, an introduction to counseling skills, ethical issues in the practice of psychotherapy, and an overview of the issues related to the practice of psychotherapy. PREREQUISITE: PSY 100 Introduction to Psychology and at least junior status.

*PSY 498 SENIOR HONORS THESIS*

3 CREDITS Open to advanced students with permission of the Department Chair. Students should apply late in the Spring Semester of their junior year or in the first 10 days of the Fall semester of their senior year. Work involves conducting research, a major review of the literature on a specific topic or participating in a project with a faculty member. See Department Chair for paper requirements. PREREQUISITE: 3.5 GPA.

*PSY 499 INDEPENDENT STUDY*

1-3 CREDITS

*RAB 507 INTRODUCTION TO HALAKHAH*

LECTURE 3 CREDITS This course is an introduction to the nature of Jewish law, as reflected in classical Jewish sources and in modern practice, with special attention to the practices of the Conservative movement. Specific topics covered include: The Sabbath, Festivals and Fast Days, Laws of Dietary Laws and a combination of relevant modern legal issues students must be familiar with. Students are presented with an overview of the structure of the literature of the halakhah. They are required to read specific passages from various halakhic texts, which are then synthesized through class discussion. Students are also responsible for doing independent reading of Klein (see below), which they are tested on throughout the semester. At various points throughout the semester students are also introduced to the major legal texts of the tradition and taught to navigate their pages.

*RAB 509 INTRODUCTION TO MISHNAH & TOSEFTA/BEIT MIDRASH*

LECTURE 6 CREDITS The first Rabbinics text course is an introduction to Mishnah and Tosefta. The student learns how to parse a Mishnaic text-literally in regards to syntax and grammar of Rabbinic Hebrew; and also how to understand the style and sense of Mishnah. The same is true for Tosefta. The student then learns to understand the relationship between Mishnah and Tosefta in individual chapters. Chapters of Mishnah from various tractates and orders are studied, and the student is taught to recognize technical terms, and to be able to distinguish between layers or voices in a Mishnaic text. The student is also trained to use the popular dictionaries often utilized in rabbinic literature. At the same time the student acquires an overview of the historical background of these texts, and discussions of the development of Mishnah and Tosefta from secondary literature. This discussion is brought to bear in the classroom when appropriate. Students prepare for their classes in hevruva while supervised in the Beit Midrash.

*RAB 510 TALMUD WITH RASHI /BEIT MIDRASH*

LECTURE 6 CREDITS The first in the sequence of Talmud course begins the process of introducing the student to the argumentation, syntax, language, and thought process of a Talmudic sugya. This is the course in which major emphasis is placed on Aramaic grammar; dividing of sugyot into questions and answers; understanding the way language functions: Aramaic vs. Hebrew; identifying the layers of sugyot (tannaitic, amoraic, stammaitic); beginning to understand Talmudic rhetoric, i.e. “technical terms”; and beginning to understand Rashi and his method.

*RAB 511 TALMUD WITH RASHI I/BEIT MIDRASH*

LECTURE 6 CREDITS Building on and, to some extent, assuming the students’ knowledge of sugyot from RAB 510, this course continues the above description (RAB 510) and seeks to add the following goals: Enhance the student’s ability to handle Talmudic texts; give the student a better understanding of Talmud by teaching within one chapter of one tractate rather than selected sugyot; introduce the student to the commentaries of the Tosfetan school.

The student will acquire an understanding of the Toseftan project: what it is and how it differs with Rashi’s project. The student will gain a specific understanding of how a Tosafot commentary works: What are the technical terms; what are the types of questions the Tosafot asks and why; and an appreciation of the Tosafot school and the cultural context of that school of commentary is supplied through secondary readings.

*RAB 512 TALMUD WITH COMMENTARIES II/BEIT MIDRASH*

LECTURE 6 CREDITS Building on the students’ engagement with Rashi and Tosafot, this fourth rabbinics-text course introduces the student to the more sophisticated and complicated legal and theoretical argumentation of the medieval commentators. Especial emphasis is placed on the pre- and post-Toseftan Spanish commentary tradition. At the same time, the student is made aware of the ways in which contemporary academic commentators grapple with some of the same sugyot and issues in different ways and with different methodologies.

*RAB 524 INTRODUCTION TO MIDRASH*

LECTURE 3 CREDITS This is a shiur in important sections of the midrashim included in the anthology Midrash Rabbah, with an eye to the later collection Pirkei de-Rabbi Eliezer. It covers selected readings in Genesis Rabbah and Pirkei de-Rabbi Eliezer. Individual sections of Bereshit Rabbah are read, with an eye to analyzing the use of language in the classical Midrash, the proem, use of quotations from Tanakh, etc. Selections from the work Pirkei de-Rabbi Eliezer are also read. There is an emphasis on the structure of the given midrashic homily, with much emphasis on acquisition of reading skills. The class is taught in seminar format, with classroom participation. Each student prepares and presents materials for a given week’s lecture. There is also a final exam.

*RAB 536 TEACHING RABBINIC TEXTS AS SPIRITUAL MENTORING I*

LECTURE 2 CREDITS This course is guided to enable rabbis-to-be the use of primary sources as spiritual mentors. During the studying process, students are expected to define for themselves their roles as rabbis and teachers while articulating the strengths and weakness of different models of leadership. The primary tool for achieving these goals is in-depth learning of rabbinic and chassidic sources. We will allow the text to function as a spiritual mentor and in such a way experience the power of such engagement with text in a direct manner. We will observe how different texts avail themselves to alternate modes of leadership and intervention. The sources with both support and challenge us as we progress. A second venue of exploration will be based on personal presentations and the presence of TEXT in our lives. The emphasis will be on the texts that have molded us into being the person we are today.

*RAB 537 TEACHING RABBINIC TEXTS AS SPIRITUAL MENTORING II*

LECTURE 2 CREDITS Continuation of RAB 536.



*RAB 538 TALMUD SYNTHESIS/BEIT MIDRASH*

LECTURE 3 CREDITS This course is an integration of high-level Talmud study with selected sugyot (Talmudic passages) that are: 1) directly relevant to current trends in modern Judaism and, 2) the foundational sources for essential areas of Jewish thought and law. Topics may include but are not limited to: Authority in halakhah, Theodicy, verbal deception, communal hierarchy and more. Special attention will be paid to both the literary structure of the passages studied as well as traditional Talmudic paradigms. Each student will be expected to present an original comprehensive analysis of one sugya during the course of the semester related to a pertinent topic in Jewish life. This course will be a combination of hevruta study in the Beit Midrash and class time going over the passages previously prepared.

*RAB 543-02 TOPICS IN HALAKHAH LEMAASEH (TAKEN IN ISRAEL)*

LECTURE 3 CREDITS This course will provide a Bekkiyut style of study of Halakhah using one particular Code as its primary text (i.e. Arukh ha-Shulchan, Mishnah Berurah, Shulchan Aruch, or other). The course will address topics in daily halakhah such as Shabbat, Yom Tov (Regalim and High Holidays), Kashrut, Niddah, Marriage/Divorce, or Aveilut.

*RAB 548-01 Poskim I (Taken in Israel)*

LECTURE 3 CREDITS Through the study of specific halakhic issues, this course will provide an introduction to the process of halakhic development grounded in the Talmud, but with emphasis on the codes of law from the medieval period including: Maimonides, Tur, and Shulhan Aruch, each with its subsequent commentators. Each code will be studied from the perspective of its construction, style, and purpose, and the different codes will be compared and contrasted.

*RAB 548-02 POSKIM II (Taken in Israel)*

LECTURE 3 CREDITS Continuation of Poskim I

*RAB 551 READINGS IN RABBINICS*

LECTURE 6 CREDITS The purpose of this course is to give the students an introduction to rabbinic literature in Hebrew. Emphasis is placed on gaining familiarity with the language and style of the material covered. Particular attention will be paid to the differences between Mishnaic Hebrew on the one hand, and classical Biblical Hebrew and Modern Hebrew on the other hand, in terms of grammar, syntax, style, and vocabulary. Students will also be exposed to Rashi script and increase ability to read fluently.

*RAB 551 READINGS IN RABBINIC TEXTS I (6-YEAR STUDENTS ONLY)*

LECTURE 6) The purpose of this course is to give the students an introduction to rabbinic literature in Hebrew. Emphasis is placed on gaining familiarity with the language and style of the material covered. Particular attention will be paid to the differences between Mishnaic Hebrew on the one hand, and classical Biblical Hebrew and Modern Hebrew on the other hand, in terms of grammar, syntax, style, and vocabulary. Students will also be exposed to Rashi script and increased ability to read fluently.

*RAB 571-04 TALMUD RISHONIM I (Taken in Israel)*

LECTURE 6 CREDITS As the foundation of yeshiva study, Talmud courses will meet four times a week, with the sessions divided between Beit Midrash preparation and classroom instruction. The course will integrate the study of the Talmudic sugya and its components, associated tannaitic sources and relevant manuscripts, along with classical medieval commentaries.

*RAB 571-05 TALMUD RISHONIM I (Taken in Israel)*

LECTURE 6 CREDITS Continuation of RAB 571-04 Talmud Rishonim I

*RAB 574 ADVANCED MIDRASH (TAKEN IN ISRAEL)*

LECTURE 3 CREDITS During the second year of the Ziegler School program, students take a one semester course which includes exposure to major works of Midrash and to secondary approaches to the study of Midrash. During the Israel year, students will take two semesters of Midrash which will continue to delve deeper into Midrashic texts and their structures while also exploring the interrelations between the text and the interpretive process. (Students may opt to take one semester of this course.)

*RAB 575 TEACHING RABBINIC TEXTS*

LECTURE 2 CREDITS Jewish education is a serious issue today - getting Jews learning may be the make or break issue facing Conservative Judaism's future. This course will take the students' mastery of rabbinic literature and offer paths to apply this mastery and love in teaching it to laypeople. Special attention will be paid to choosing appropriate texts, presentation of materials, creating successful learning environments, and how to introduce our laity to the beauty of rabbinic literature. Classes will be a mixture of the professor modeling the teaching the selected rabbinic texts from our major literary sources (Talmud, Midrash, Kabbalah, Codes etc.) and students presenting a model class designed for laypeople. Learning will emanate from hands-on teaching and thoughtful critique by classmates and professionals.

*RAB 584 SPECIAL TOPICS IN TALMUD*

LECTURE 3 CREDITS This course will examine the interesting, and at times, challenging texts while continuing to develop skills and a sense of ownership of the material, deepening the understanding of Talmud and Rabbinic Judaism. Students will examine how the rabbis dealt with the issues of their world and discuss how these issues and coping techniques apply to the contemporary world and to the rabbinate.

*RAB 591 MISHNAH LAB*

LAB 0 CREDITS The primary goals of this class are to assist RAB 509-01 students to successfully complete their semester of Mishnah and Tosefta learning, and to advance to beginning Talmud study in the Spring semester. The course will work closely with the Mishnah-Tosefta teachers to determine student needs and how to best assist in accomplishing these goals.

*RAB 592 TALMUD LAB*

LAB 0 CREDITS The purpose of this course is to give the students who are studying first year Talmud texts and opportunity to study the language arts of Babylonian Jewish Aramaic. In a sense, it is a continuation of the Aramaic Intensive class from the beginning of the semester. Upon completion of the course, the student should be familiar with the grammatical forms of Babylonian Jewish Aramaic, and the basic elements of syntax and style.

*TSM 583 BIBLE COMMENTARIES FROM THE HASIDIC/YESHIVA WORLDS (PRACTICAL)*

LECTURE 3 CREDITS Bible Commentaries from the Hasidic and Yeshiva Worlds: An Introduction to the Divrei Torah from the Hasidic rabbinical tradition as well as those that emerged from the Lithuanian Yeshivot. This course is also intended to provide students with knowledge of the content of each of the weekly parshiot and with a practical opportunity to master the skill of the D'var Torah as applied in various settings. Students will be expected to prepare texts in Hebrew for each session.

*TSM 585 APPLIED JEWISH THEOLOGY*

LECTURE 3 CREDITS This course will expose students to the most significant issues of Jewish theology as articulated by classical and modern thinkers including revelation, the nature of God, prayer, suffering and justice. It will help enable students to form a personal theology which shapes teaching and preaching in the everyday work-life of a rabbi.

*TSM 587 THE HISTORY OF ANTI-SEMITISM*

LECTURE 3 CREDITS There is a widespread consensus in the Jewish community and in the media, among political analysts and social activists that antisemitism is on the rise today. Future Rabbis must know how to analyze the problem, understand its scope, its roots, what is unique about contemporary antisemitism and how it is both similar and different than previous manifestations of antisemitism. They must also be able to speak knowledgeably to the Jewish community, to fellow clergy, to political and intellectual leadership and to the general community about the problem and can be done about it.

*TSM 593 JUDAISM AND BIOETHICS (JEWISH THOUGHT)*

**LECTURE 3 CREDITS This course explores the ethical issues involved in the following topics through secular and Jewish approaches to them: (1) The physician-patient relationship: the duties of physicians and patients; models of the physician-patient relationship; truth-telling and confidentiality; informed consent; medicine in a multicultural society. (2) Contested therapies and biomedical enhancement. (3) Human and animal research. (4) The end of life: preparing for death; defining death; removal of life support in dying patients; aid in dying; suicide; organ transplantation. (5) The beginning of life: preventing pregnancy through birth control or abortion; artificial reproductive techniques; embryonic stem cell research; genetic testing and interventions. (6) The distribution of health care.**

*TSM 595 CONCENTRATION PROJECT*

3 CREDITS As in the current curriculum, in fall of Year Five, students have the option to complete a final project, subject to the approval of the Ziegler Steering Committee. That project will be text based, demonstrating both mastery of the field and also ability to apply the rich textual heritage of that field to the spiritual, ethical, practical and historical concerns of today's Jews. It can be a research paper, a creative project, an annotated curriculum, or a comprehensive exam on an agreed body of reading. Parameters for the culminating project will be set by the Steering Committee in dialogue with the student, and will be designed to demonstrate understanding, recall, mastery, the use of primary texts, and synthetic creativity.

# AJU Administration

CONTACT INFORMATION FOR EACH MEMBER OF AJU'S ADMINISTRATION MAY BE FOUND ONLINE  
UNDER THE AJU DIRECTORY <https://www.aju.edu/about-aju/our-campuses/aju-directory>

## LEADERSHIP

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Chief Academic Officer – Dr. Robbie Totten  
Chief Development Officer – Catherine Schnieder  
Chief Financial Officer – Adrian Breitfeld  
Chief Innovation Officer – Rabbi Sherre Hirsch  
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Vice President & Abner & Roslyn Goldstine Dean's Chair – Rabbi Dr. Bradley Artson  
Vice President, Maas Center for Jewish Journeys – Rabbi Adam Greenwald  
Rector – Rabbi Dr. Elliot Dorff  
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Senior Director of Assessment, Institutional Research and Registrar Services– Danielle Sassman  
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## OFFICE OF STUDENT AFFAIRS

Ombudsperson – Dr. Robbie Totten

## TITLE IX

Title IX Coordinator – Kathy Spira

## COLLEGE OF ARTS AND SCIENCES

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Chair, Biology – Dr. Robbie Totten  
Chair, Business – Dr. Robbie Totten  
Chair, Jewish Studies – Dr. Pinchas Giller  
Chair, Media Arts – Dr. Robbie Totten  
Chair, Psychology – Dr. Sue Kapitanoff

## SCHOOL FOR JEWISH EDUCATION AND LEADERSHIP

Dean – Dr. Rachel Lerner  
Director of Early Childhood Education Program – Dr. Tamar Andrews  
Assistant Director of Early Childhood Education Program – Sharon Bacharach, L.C.S.W.  
Department Coordinator, Tamika DeCambra

## SCHOOL OF ENTERPRISE MANAGEMENT AND SOCIAL IMPACT

Dean – Dr. David Groshoff

## ZIEGLER SCHOOL OF RABBINIC STUDIES

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Associate Dean – Rabbi Cheryl Peretz  
Colen Distinguished Lecturer, President Emeritus – Dr. Robert Wexler  
Administrative Assistant – Rob Evans  
Admissions Coordinator – Ben Richards

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Wagner Program – Dr. Margaret Altschul

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Department Coordinator, Tamika DeCambra

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Director of Dining Services, Familian Campus - Jeff Stuart

Director of Facilities - Russell Dion

Mail Room Manager - Julio Fuenes

Mikveh Manager - Katie London

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