



**The 2006-2007 Doane College  
Lincoln Campus and  
Grand Island Campus  
Undergraduate Catalog**

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**Academic Calendar - 2006-2007**

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The Doane College Undergraduate Catalog is published annually at Crete, Nebraska.

Doane College reserves the right to make changes in the curriculum, course structure, calendar, graduation requirements, costs, or any of its policies without notice.

Doane College continues its policy of nondiscrimination on the basis of race, color, religion, sex, national origin, disability, age, marital status, or sexual orientation.

A photograph of a stone pillar with a plaque. The pillar is light-colored and has a decorative top. The plaque is shield-shaped and contains the text 'DOANE COLLEGE' in large letters, 'founded' in smaller letters, and '1872' in the largest font. The background is a clear blue sky.

**DOANE**  
**COLLEGE**  
founded  
**1872**

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# Introducing Doane College

## **Doane's Commitment to Nontraditional Students**

The Doane College degree program for nontraditional students was developed for individuals who can benefit from a combination of college classroom learning experiences, learning outcomes of previous formal education, and knowledge gained from work and life experience. This style of higher education creates opportunities for persons to make connections with life and work through a degree program and develops knowledge and skills for living and working with self-confidence.

This program is designed for a special student population, less defined by age than by a certain profile. Generally, students have been absent from involvement in formal education for some time, work full-time, and wish to be better educated and/or credentialed to take advantage of promotion opportunities, either in a current or future job. They recognize the changing nature of the work environment and are eager to develop knowledge and skills to meet those demands. Many wish to make a career change and/or simply to continue personal growth and development. The nontraditional student can be defined quite simply as a person whose full-time occupation is something other than that of student.

The orientation for nontraditional students begins with generalizations about learners who are the heart of Doane's traditional liberal arts college. Classes are small, with a strong focus on student-teacher interaction. To make that focus possible, the average class size is 20 students.

Faculty of Doane College believe that people are intrinsically motivated to learn, given the right college conditions and encouragement. Experience has taught us that great teachers are the key to learner motivation. We therefore seek, and ultimately keep, teachers who have an abundant knowledge of the subject they are teaching, who truly care that the people they teach are successful in their experience with formal education, and who have the talent to excite others to learn, share knowledge enthusiastically, and effectively manage the learning environment.

We believe that a college is a community, and individuals learn best when they feel they are an important part of that community. Our talented support services staff are held responsible for building that sense of community. They provide needed services at times convenient to the nontraditional student, and are held accountable for quality academic and personal counseling.

Though we build on the philosophical foundations of the small liberal arts college, we also know that there are characteristics of non-traditional learners that are unique to this student population. We know that 1) they have a psychological need to be self-directing, 2) they bring into any learning situation resources from their previous experience and training that are a rich resource for one another's learning, and 3) they are task-centered, problem-centered, and life-centered in their orientation to learning. With ongoing studies of the research in adult education and our own experience, we constantly work to deliver education in ways most appropriate for the nontraditional learner.

Students who complete Doane's degree requirements through this program are awarded the bachelor of arts or bachelor of science degree. Though nontraditional students attend classes in Lincoln or Grand Island, they are a welcome part of the body of students who

participate in Commencement exercises on the Crete campus.

The effort to develop quality programs of higher education for non-traditional students gives Doane College faculty and staff opportunities to grow and further develop their abilities to anticipate new conditions in the field of education and to change in ways that will enable the college to meet the diverse demands of society. We seek to be a part of the development of educated and competent persons, with the highest competence being that of continuous, self-directed, life-long learning.

### **History of Doane College**

For 134 years, Doane College has occupied a distinguished place among the liberal arts and sciences colleges of the Midwest.

The history of Doane College dates from 1857, when the General Association of Congregational Churches, in its first annual meeting at Fremont, Nebraska, reing at

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### **Doane College Presidents**

Doane College has been led by a succession of enlightened presidents. Doane's first president, David Brainerd Perry, served from the official founding of the college in 1872 until 1912. He was followed by:

Arthur B. Fairchild	1912-1914 ( <i>acting</i> )	David L. Crawford	1948-1954
William O. Allen	1914-1918	Donald M. Typer	1954-1966
John N. Bennett	1919-1925	Philip R. Heckman	1967-1987
Edwin B. Dean	1925-1936	Frederic D. Brown	1987-2005
Bryan S. Stoffer	1937-1942	Jonathan M. Brand	2005-
Bryant Drake	1942-1947		

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Fremont, Nebraska, resolved to lay the foundations of a literary institution of a high order in Nebraska. Fourteen years later, and after several unsuccessful attempts to establish Congregational schools across the state, an academy was founded in Crete on May 22, 1871.

The efforts of the local Congregational pastor and Thomas Doane, chief civil engineer for the Burlington and Missouri River Railroad, were instrumental in advancing the idea of the Academy.

On July 11, 1872, Doane College preempted the old Crete Academy. The college was officially incorporated at that time as a non-profit institution governed by an independent, self-perpetuating board of trustees. It has received continuous accreditation from the North Central Association of Colleges and Schools since 1913. The college is authorized to conduct all affairs considered essential to the liberal arts enterprise wherever it is car-

ried on, including teaching, research, academic study, and granting degrees.

Doane has maintained its relationship with the church, now called the United Church of Christ (UCC). Doane serves as the representative institution for the Nebraska, Rocky Mountain, Kansas-Oklahoma and South Dakota conferences of the UCC. Doane, although founded by Protestants, is open to students of every Christian denomination and adherents of other religions, as well as those who profess no formal religion.

### **Education for a Lifetime**

Throughout Doane's 134-year history, the college has provided students with dedicated faculty and quality programs. The highest priority for Doane College faculty is to continually improve the teaching and learning process. Faculty also are active with scholarly research and publication, community service, and college life.

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### **Mission**

As the college pursues its mission, students will demonstrate the ability:

- I. To read, listen, write and speak effectively.
  - I. To think critically.
  - III. To integrate theories with practice.
  - IV. To collect and process information by selecting methods to improve understanding and solve problems.
  - V. To use problem-solving skills effectively.
  - VI. To work with others.
  - VII. To act ethically and to lead responsibly.
-

## **The Purpose of Doane**

The purpose of Doane College is to educate students to serve and to lead in the state, the nation, and the world.

## **Mission Statement**

Doane College, a comprehensive college in the liberal arts tradition, offers an academic curriculum to stimulate inquiry, enhance knowledge, and promote examination and development of values and perspectives through majors and the liberal arts. The college prepares students by offering academic and cocurricular opportunities to develop abilities and skills needed in and out of the workplace. Doane also provides opportunities for students, faculty and staff to develop and practice leadership skills.

Doane College is a private, independent, coeducational college serving both traditional and non-traditional students.

The college continues its historical relationship with the United Church of Christ and its tradition of promoting free inquiry.

The college offers instruction in the liberal arts and related professional and pre-professional areas leading to the bachelor of arts, bachelor of science, and master's degrees.

At both the undergraduate and graduate levels, Doane is committed to student-centered education characterized by close student-teacher relationships.

The college serves students through residential campus programs, adult education programs, and graduate programs. Doane seeks to attract students, faculty and staff with diverse geographic, racial, ethnic, religious, economic and cultural backgrounds.

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## **Doane College Memberships**

College Entrance Examination Board  
Council for the Advancement and Support of Education  
Council of Independent Colleges  
American Association of Colleges for Teacher Education  
Association of Nebraska Interterm Colleges  
Association of Independent Colleges and Universities of Nebraska  
National Association of Independent Colleges and Universities  
National Association of Intercollegiate Athletics  
Great Plains Athletic Conference  
Nebraska Association of Colleges and Universities  
Nebraska Independent College Foundation  
Nebraska Independent College Library Consortium

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## **Accreditation Statement**

Doane College is accredited by The Higher Learning Commission and is a member of the North Central Association (NCA), 30 N. LaSalle Street, Suite 2400, Chicago, IL, 60602-2504. NCA may be reached by phone at 800.621.7440 or via the Internet: [www.ncacihe.org](http://www.ncacihe.org).

In addition, the Teacher Education unit at Doane College is accredited by the National Council for Accreditation of Teacher Education (NCATE), 2010 Massachusetts Ave., N.W., Suite 500, Washington, DC 20036; 202.466.7496. This accreditation covers initial teacher preparation programs and advanced educator preparation programs. Doane is also accredited by the Nebraska Department of Education, 301 Centennial Mall South, P.O. Box 94987, Lincoln, NE, 68509-4987; 402.471.2295; and by other standardizing agencies. The Division of Economics and Business is accredited by the Association of Collegiate Business Schools

and Programs (ACBSP), 7007 College Blvd., Suite 420, Overland Park, KS 66211; 913.339.9356.

Documentation of Accreditation may be viewed upon request in the Doane College President's Office.

## **Assessment Statement**

Doane values the participation of undergraduate and graduate students in its institution-wide program to assess student achievement. This program is part of the institution's responsibility to monitor student outcomes and assure the continuing quality of a Doane degree. Multiple strategies are used to gather information about student achievement throughout the college experience. Information collected as a part of the assessment program is used for assessment purposes only and is not used to evaluate individual performance. The college protects the confidentiality of data collected.

Froy Jensen

self-sufficiency

Independent decision making

accepting responsibility  
for one's self



# Admission, Orientation and Advising

## Requirements for Admission

The following steps are required for admission consideration:

1. Submission of an application for admission.
2. Payment of an application fee of \$20 for non-degree-seeking students and an additional program development fee of \$65 for degree-seeking students.
3. Submission of the high school transcript or proof of GED.
4. Receipt of transcripts from all schools attended since high school graduation (including trade or technical schools). All transcripts must be mailed directly.

Every applicant is considered equally, without reference to race, color, religion, sex, sexual orientation, national origin, disability, age or marital status.

All transcripts must be received prior to the end of the student's first term of enrollment. Until all transcripts are received, a student remains in "non-degree-seeking" status. Once the items listed above have been received and reviewed, the student will receive a letter indicating admission status.

If an applicant is currently on academic suspension from another college or university, the applicant

must inform the academic adviser of his/her suspension status at the previously attended institution(s). The applicant may then apply for admission as a non-degree-seeking student on probation. If an applicant is not on academic suspension, but the cumulative grade point average for the last 15 credits of the transfer work is below 2.00, the applicant's full academic record is reviewed to determine admission status or additional requirements needed for admission.

As a probationary student, he/she must complete a minimum of 12 semester credits within a minimum of four consecutive terms, beginning with the first available term. One of these 12 credits must be IDS 104, Reorientation to Higher Education, and nine of these credits must be graded. These credits may be completed through Doane or any appropriately accredited college or university. The courses completed to earn these credits must be approved by the Dean of Undergraduate Studies. After completion of the 12 credits, the applicant's record will be reviewed to determine admission status. Upon full admission, all credits successfully completed during the probationary period may be applied to degree requirements.

A student is ineligible to receive financial aid as a non-degree-seeking student or as a probationary

student. Financial aid is not available for the credits taken prior to full admission as a degree-seeking student.

### **Admission of International Students**

Doane College is authorized under federal law to enroll non-immigrant alien students.

Candidates for admission from foreign countries must present original and complete educational credentials. The ability to speak and write correct grammatical English is imperative. All applicants are required to take the test of English as a Foreign Language (TOEFL) and have the scores sent to Doane. If the credentials indicate satisfactory preparation for admission, acceptance may be granted.

Before a certificate of eligibility (i.e., Form I-20) may be issued, a student must be accepted as a full-time, degree-seeking student and provide evidence of financial support while enrolled at Doane College. That status of continuous, full-time enrollment must continue until the degree is granted. If, in any term, a student fails to enroll and attend classes, the Bureau of Citizenship and Immigration Services will be notified and the student will be suspended from the college. Under special extenuating circumstances, a student may appeal to the Vice President for Academic Affairs for a waiver of this policy.

At the beginning of each term, all costs for tuition, fees, and books must be paid in full. Students from foreign countries should be advised that immigration rules do not normally permit students to be employed while residing in this country. Doane regrets that financial assistance is not available for students who are not citizens of the United States or its possessions.

It is required that all international students carry health insurance. Students who cannot show evidence of health insurance will have the college-approved minimal policy added to their costs.

### **Orientation**

Any student admitted to Doane's Lincoln campus as a degree-seeking student is required to complete IDS 104 Reorientation to Higher Education during the first 12 credits of enrollment. This one-credit course is designed to help students understand the meaning of a liberal arts education and the organization and structure of college degree requirements. It also serves to build confidence in the student's ability to study and learn in a formal academic setting, and to diagnose current individual skill levels in the areas of writing, reading, and mathematics. Students continue to develop skills for note-taking, textbook analysis, time management, test-taking, and listening, and to understand college-level writing requirements. Upon meeting with an adviser, this requirement may be waived. Instances when this requirement may be waived include:

1. The student transfers 66 or more credits from other institutions.
2. The student has been enrolled in a community college, junior college, college, or university within the last five years.
3. The GPA for the most recently completed 66 semester credits is 2.50 or better on a 4.00 scale.

## **Advising**

Throughout the entire admission and reorientation process, a student is involved in intensive advising with a member of the professional advising staff. Before a student makes a decision to enroll, she/he has an initial meeting with an adviser. During that meeting, the adviser reviews transfer credit, discusses with the applicant his/her work and life experience, explores career possibilities, explains the program, and makes a “map” of coursework that will lead to degree completion. The advising staff makes every effort to build personal relationships with students and encourages them to seek help at any time. Time for advising is flexible and meets the scheduling needs of students.

## **Transfer of Prior Learning**

A student who has been admitted as a degree-seeking student may transfer credits to Doane for inclusion on the Doane College transcript. College credit may be transferred from a previously attended institution or from nontra-

ditional forms such as training in healthcare, business, industry, and the military. Credit is also awarded for life and work experiences and credit by examination. Only courses in which a grade of “C-” or better was earned will be considered for transfer. A student may earn a total of 36 credits through any one or combination of the following: credit by examination, learning portfolio, and correspondence credit. Students who transfer to Doane may use courses from a previously attended institution to meet requirements for a major at Doane College. If all major requirements are met using transferred coursework, the transfer student must enroll in a three- or four-credit senior level course in the major. This course must not be a duplication of any previous coursework and the student must earn at least a grade of “C.” Final determination of all transfer credit is made by the Registrar with the advice and consent of instructors in the appropriate academic disciplines.

## **Previous Coursework**

Previous coursework at the college level may be transferred into the Doane program. Official transcripts must be sent directly to Doane from all colleges attended. Doane accepts a maximum of 102 credits completed at other accredited colleges and/or universities. If an applicant has completed an associate’s degree, diploma, or professional certificate at an accredited two-year college or at an accredited and approved pro-

prietary school, the credits earned are accepted for transfer. A maximum of 66 semester credits may be accepted for transfer from a two-year college. Credit from institutions on the quarter system are accepted at the rate of two-thirds of a semester hour per quarter hour.

If a student did not complete a professional competency (i.e., associate's degree, diploma, or professional certificate), courses which appear on the transcript are evaluated individually. In this evaluation, a maximum of six credits is accepted in transfer for courses not normally offered at a four-year accredited college or university.

Credits transferred from another institution are entered on the Doane College transcript at no additional cost. The grade given is "P" (Passed). The credits count toward the total number of hours earned, but are not included in the GPA calculation.

### **Military Training and Educational Programs**

These programs have been reviewed and evaluated by the American Council on Education for the award of credit. Upon documentation of training, credit is awarded according to the recommendations in the American Council on Education's Guide to the Evaluation of Educational Experiences in the Armed Services or its guide to Non-Collegiate Sponsored Education. Doane accepts the ACE recommendations listed under the following headings: 1) lower-divi-

sion baccalaureate/associate degree, 2) upper-division baccalaureate, and 3) graduate degree. Six semester credits are the maximum awarded for any credit recommendations listed under the heading, "Vocational Certificate." The credit is entered on the Doane College transcript at no additional charge. The grade given is "P" (Passed). This grade does not figure into the grade point average and is considered ungraded credit.

### **Health Care Professionals**

Students may receive credit based on prior education in nursing, other health care training, and professional experience. Prior to consideration for such credit award, the following criteria must be met: 1) applicant must hold a current license, 2) applicant must be currently employed in the licensed field, 3) applicant must provide an official transcript of professional training and documentation of professional practice. The following formula is used to determine number of credits awarded:

- 15 classroom contact clock hours equal one semester credit.
- 40 laboratory/internship clock hours equal one semester credit.

A maximum of 102 credits toward the 132 required for graduation may be earned by completion of the professional diploma and/or documentation of professional practice. The credit is entered on the Doane College transcript at no additional charge. The grade given

is “P” (Passed). The credits count toward the total number of hours earned but are not included in the GPA calculation.

### **Learning Portfolio**

The Lincoln program and the Grand Island program offer a special learning portfolio program for individuals who have prior learning from work/life experience which cannot be documented through traditional methods. Depending on the assessed quality and quantity of learning from a student’s experience, as many as 36 credits may be documented through the portfolio process to apply toward a chosen degree program. The process includes the following steps:

1. Students complete a course entitled Education 280 “Higher Education for Adult Learners” for two semester credits. In this course, students focus on what they have learned in their lives to this point, how they have learned it, and how that learning can now fit into a structured program of formal education. They then receive all necessary instruction for developing a portfolio of learning.
2. The portfolio is submitted for review and evaluation for award of credit.
3. Following evaluation, students are eligible to receive any or all portfolio credits which have been approved at a cost of half

the Lincoln campus or Grand Island campus tuition rate at the time of payment. If credit is awarded, paid for, and recorded, the grade given is “P” (Passed). This grade does not figure into the grade point average and is considered ungraded credit. The credits count toward the total credits required for graduation, after the tuition is paid.

### **Advanced Placement (AP)**

The College Entrance Examination Board’s Advanced Placement Examinations are used by Doane College in awarding advanced academic credit to an incoming student who receives a grade of 5, 4, or 3. A student must request that the College Board send results directly to the Registrar at Doane. There is no additional tuition charge for AP credit which is accepted by Doane College.

### **Computer Competency Test-Outs**

Students with work experience using computers may choose to test out of select computer courses. Students, with guidance from their adviser, can select to test out for competency or credit, depending on whether the student needs the credit hours to reach the 132 minimum for graduation. After successful completion of a test, the course is entered on the Doane College transcript. If credit is awarded, the grade given is a “P” (Passed) and the student is billed at

one-half the current tuition rate for the course. The credits count toward the total number of hours earned, but are not included in the GPA calculation.

### **Dantes Subject Standardized Tests (DSSTs)**

Students who are qualified military personnel may establish credit through successful completion of selected subject examinations administered through the Defense Activity for Nontraditional Education Support. Students who plan to take a DSST must receive written approval from the Dean of Undergraduate Studies prior to taking the test. Only tests which are designated as Baccalaureate/Associate Level (B) or Baccalaureate Upper Division (BU) are approved. Tests which are designated as Technical Credit Level/Baccalaureate Level (T/B) are not approved.

### **College Level Examination Program (CLEP)**

College credits may be earned through successful completion of the subject CLEP examinations

and supplemental essay section. Credit is not awarded for the general examinations. These tests are administered at a regional CLEP testing center or by the Defense Activity for Nontraditional Educational Support (DANTES) for qualified military personnel. Students who plan to take a CLEP exam must receive written approval from the Dean of Undergraduate Studies prior to taking the exam.

### **ACT PEP**

Doane students have the opportunity to establish credit through successful completion of tests in the areas of arts and sciences, and business. Tests are administered at a regional test center or through the Defense Activity for Nontraditional Educational Support (DANTES) for qualified military personnel. Credit for ACT PEP tests is awarded according to the recommendations of the American Council on Education (ACE).