

COLLEGE OF ARTS AND SCIENCES

DEAN OF THE COLLEGE OF ARTS AND SCIENCES

PROF. NIZAR HAMZEH

MISSION

The College of Arts and Sciences, under the mission of the University, is committed to cultivating lifelong learning that empowers men and women to pursue not only technical competency in professional fields, but also self-awareness, a sense of civic and moral responsibility, and breadth of vision in the tradition of the Liberal Arts Education.

The College offers excellent undergraduate programs leading to Bachelor's degrees (B.B.A., B.A., and B.S.). It expects to offer graduate education leading to Master's degrees in selected fields in the future.

VISION

The vision of the College is to become the premier college offering professional and liberal arts education for students from Kuwait, the Gulf and the Middle East, excelling in teaching and providing high-quality research and service.

STRATEGIC GOALS

The strategic goals of the College of Arts and Sciences are:

- ***Excellence in Education:*** To provide excellent and fully accredited professional and liberal arts education for students. Students should receive an excellent education that offers a balance between the goals of liberal arts education and specialization in specific fields, either in a Major in the Arts and Sciences or through participation in undergraduate program. The engagement of all its academic programs in achieving this goal is vital to the success of the College's mission and vision.
- ***Scholarly Research and Creative Work:*** To promote a high quality faculty and student research environment. Quality research and creative work are encouraged and supported by the College and the University, for the purpose of maintaining high standards of education, attracting high quality faculty and developing students' research skills.
- ***Leadership and Integrity:*** To foster within the University community the values of strong leadership, intellectual curiosity, ethical behavior, civic responsibility, mutual cooperation and social tolerance.

ACADEMIC DIVISIONS

The College of Arts and Sciences is administratively divided into four principal academic Divisions:

- Business and Economics
- Humanities and Arts
- Sciences and Engineering
- Social Sciences

COLLEGE OF ARTS AND SCIENCES

UNIVERSITY DEGREE REQUIREMENTS

American University of Kuwait is committed to a liberal-arts model of education (including business), through which students are encouraged to take courses and participate in activities that go beyond their selected fields of study or Major. To cultivate this breadth of knowledge, the University requires of all students a foundational set of General Education requirements upon which students build their University education. The University offers a wide range of specializations in the Arts and Sciences as well as opportunities for second Degrees, Double Majors, Minors and electives in a variety of disciplines (fields of study). AUK believes in strengthening the student's basic skills in writing and communication, logical reasoning, quantitative reasoning (through mathematics and statistics), and scientific reasoning. AUK's solid liberal arts and sciences curriculum is designed to instill in students the passion for life-long learning, academic excellence, and a sense of professionalism and leadership qualities.

To graduate with a Bachelor's degree (B.B.A., B.A., and B.S.), students must complete a minimum of 120 credit hours. The minimum 120 credit hours needed for the degree programs are composed of the General Education requirements and all Degree Program or Major requirements. Any remaining credit hours out of the minimum 120 credits that a student may have after the completion of all requirements may be used to complete a Minor in another discipline (field of study) or for free electives, or both. Students are encouraged to complete a Minor either in a field related to their Degree Program or Major, or in any other area of their interest. The Degree Programs and the University General Education requirements are detailed in the following pages.

The College of Arts and Sciences at the American University of Kuwait offers the following degrees:

- Bachelor of Arts in Communication and Media
- Bachelor of Arts in Economics
- Bachelor of Arts in English Language and Literature
- Bachelor of Arts in Graphic Design
- Bachelor of Arts in International Studies
- Bachelor of Arts in Social and Behavioral Sciences

- Bachelor of Business Administration in Accounting
- Bachelor of Business Administration in Finance
- Bachelor of Business Administration in Management
- Bachelor of Business Administration in Marketing

- Bachelor of Science in Computer Engineering
- Bachelor of Science in Computer Science
- Bachelor of Science in Information Systems

GENERAL EDUCATION: THE FIRST TWO YEARS AT AUK

All Bachelor's Degree programs include General Education. Each specific Degree program has further Degree Program or Major and Major-related requirements that are detailed in their respective sections of the Catalog.

To earn a Bachelor's Degree, students are governed by the following requirements including a set of General Education requirements. General Education courses should be completed in the first two years in order to have adequate advancement toward the Major. In addition, the following two courses of English (ENGL 101 and ENGL 108) should be completed in the first year.

General Education courses are designed to provide all students with a foundation of core knowledge upon which degree programs are built. Students should consult with their academic advisor before choosing and scheduling their General Education courses.

Students must successfully complete:

| Forty five (45) General Education credit hours in the following courses: | | |
|---|---------------------|-----------------------------------|
| Courses | Credit hours | Course Code |
| English Language Requirement | (6) | [E] |
| Oral Communication Requirement | (3) | [C] |
| Arabic Language and Culture Requirement | (6) | Language: [A] Culture: [K] |
| Mathematics Requirement | (6) | [M] |
| Computer Science and Information Systems Requirement | (3) | [T] |
| Health and Wellness Requirement | (1) | [F] |
| Essentials of Learning Requirement | (1) | [L] |
| Humanities Requirement | (6) | [H] |
| Social Sciences Requirement | (6) | [S] |
| Sciences Requirement | (7) | [P] |

Each General Education requirement will be noted in the Course Description listings with a course code. This course code designates which area the course satisfies with regards to General Education requirements.

Grades earned in courses numbered 099 and below are not averaged into the GPA, and the credit hours earned for these courses are not applied towards the total hours required for graduation.

GENERAL EDUCATION LEARNING OUTCOMES

After the first two years of taking General Education requirements, the student will have learned the following fundamental skills, values, and abilities:

- Critical Thinking
- Effective Communication
- Innovative Leadership
- Aesthetic Appreciation

- Cultural Awareness
- Ethical Standards
- Technological Literacy

- **Critical Thinking:** AUK graduates will be able to logically piece together processes and information using inductive and deductive reasoning, with relevant quantitative and qualitative data to construct an idea. They will be able to critically analyze information in order to make responsible decisions.

- **Effective Communication:** AUK graduates will be able to effectively communicate in a variety of media, (orally, electronically) and formally suited to any audience in English and in Arabic.

- **Innovative Leadership:** AUK graduates will become leaders in their societies, being able to recognize areas requiring strengthening, independently research creative methods of how to solve the issue, and recommend the changes in areas requiring reform.

- **Aesthetic Appreciation:** AUK graduates will be able to appreciate the arts, recognizing the balance between preservation of the past and the possibilities of the future. The students will understand the importance of the traditional as well as the necessity of the modern.

- **Cultural Awareness:** AUK graduates will be able to positively contribute to any society in which they work. They will be able to empathize with a variety of cultures and will be able to work efficiently with a heightened awareness of cultural implications. AUK graduates will be able to understand societal interactions, human behavior, and the dynamics of human relationships and will be able to utilize this knowledge within their societies.

- **Ethical Standards:** AUK graduates will be guided by the highest moral and ethical standards in conducting themselves in their societies. They will be able to use their learned appreciation of ethical theory to responsibly apply their methodology to the moral and civic standards of their society.

- **Technological Literacy:** AUK graduates will be able to compose, create, present, and send information through various technical channels, such as the Internet. Graduates will be able to use the latest technological devices in order to convey their quantitative and qualitative literacy and apply this to enhance their current careers, lives, and societies.

ADEQUATE ADVANCEMENT TOWARD THE MAJOR IN DEGREE PROGRAM

After the student spends his/her first two years completing the General Education requirements, the student will be able to obtain the skill set to be able to advance towards Degree Program or Major requirements. The student generally declares his or her Degree Program or Major after completion of the General Education Requirements, which is at the end of the second year (fourth semester) or at the beginning of the third year (fifth semester). Students may apply no more than 9 credit hours of general Education coursework toward their major and vice versa.

- **The General Education Requirement “D” Grade**

A student is considered to have passed a course, when he/she receives a passing grade of "A," "B," "C," or "P." The grade of “D” may satisfy only free electives or the General Education Requirements under the following restrictions:

- A student must have declared his or her Degree Program or Major with the 2006 – 2007 Catalog onward
- A student who may have received the “D” grade in a course taken during the Fall 2006 semester onwards
- The following General Education Requirements must be completed with a grade of “C” or better. (A “D” is not a passing grade for the following courses):
 - Arabic Language
 - Arabic Culture
 - English Language
 - Any course that is a prerequisite for a Major or Minor course, or a Major requirement, or in a degree program.

Students must receive at least a “C” in the entire core courses required for their declared Degree Program, Major and/or Minor. Students must have a “C” average for all degree electives and free electives. All students must have a minimum of 2.00 GPA to graduate.

- **Upper-Level Courses**

Students admitted to AUK for Fall 2008 and later are required to complete a minimum of 40 hours upper-level (300 or 400 level) courses. A minimum of 21 hours of the upper-level courses should be completed in residence at AUK.

GENERAL EDUCATION REQUIREMENTS

- **[E]: English Language Requirement (6 credit hours)**

Students can satisfy the English Requirement with a grade of “C” (2.00 GPA) or better by taking the following two courses:

- ENGL 101 Approaches to Critical Reading and Writing (3) [E]

This course should be completed by the end of the first year.

AND

- ENGL 102 Writing and Information Literacy (3) [E]

OR

- ENGL 204 Business Writing (3) [E]

This course is recommended for all Business and Economics Majors and should be completed by the end of the second year.

- **[C]: Oral Communication Requirement (3 credit hours)**

Students can satisfy the Oral Communication Requirement by taking the following course:

- ENGL 108 Public Speaking (3) [C]

- **Psychology** (PSYC) [S]
- **Political Science** (PLSC) [S]
- **Social and Behavioral Sciences** (SBSA) [S]

- **[P]: Science Requirement (7 credit hours)**

Students are required to take a total of seven (7) credit hours to fulfill the Science Requirement: One science course with a lab (4 credit hours) as well as one science course without a lab (3 credit hours). Students can take science courses from the following areas:

- **Biology** (BIOL) [P]
- **Chemistry** (CHEM) [P]
- **Environmental Studies** (ENVS) [P]
- **Natural Sciences** (NSCI) [P]
- **Physics** (PHYS) [P]

COLLEGE OF ARTS AND SCIENCES

INTERNSHIPS

An internship is a supervised experience where the student is able to gain professional knowledge and training in an occupation, either working directly in the occupation or as an apprentice to an employee of the occupation. Students involved in internships, or “interns,” are not always working in a paid position.

Students may be interested in participating in an internship for reasons relating to the student’s Degree Program or Major. Some degree programs require an internship while for other degree programs participation is strongly recommended. Internships are graded on a Pass/Fail basis.

The student interested in an internship must have satisfied the following prerequisites:

- The student must have declared his or her Degree Program or Major.
- The student must be either a Junior (3rd year, at least 60 earned credit hours) or a Senior (4th year, at least 90 earned credit hours).
- The student must be enrolled in a “470” (Internship) course while participating in the internship. Students must register for the “470” designation that is consistent with his or her Degree Program or Major. The following 470 courses are available for students to take: Accounting 470, Communication and Media 470, Computer Engineering 470, Computer Science and Information Systems 470, Economics 470, English Language and Literature 470, Finance 470, Graphic design 470, International Studies 470, Management 470, Marketing 470, Psychology 470, and Social and Behavioral Sciences 470.
- Enrollment in an internship course is restricted. Students must have permission from a faculty member who will serve as the internship supervisor to register for a 470 course designation. In most circumstances, the internship supervising faculty member is the student’s faculty advisor.
- The student must have a minimum grade point average of 2.0.
- The student is limited to a maximum of 6 credit hours of internship. Only 3 credit hours may be applied toward any one Degree program or Major if the Degree Program or Major requires an internship. If a student wishes to take another 3 credits of internship, the credits may be applied to another Degree Program, another Major, or towards a student’s free electives.

STEPS STUDENTS TAKE FOR INTERNSHIP APPLICATION

After the student has ensured that the AUK Internship prerequisites are satisfied, the student should follow the general steps for Internship:

(Each Division has distinct guidelines and steps for internships. The student is asked to consult each Division’s requirements located in the Degree Programs section of this catalog as well as in each Division’s documents, handbooks, and materials located in the Division Head’s office. Students are to consult with the specificities of their degree program and their Division.)

1. Students, with the support of the 470 instructor, identify appropriate internship opportunities that are related to his or her Major. The student will ensure that, during the application process, he or she has received approval from the 470 instructor to apply to various programs that are all required to be related to the student's Degree Program or Major.
2. The student is responsible for following the internship application guidelines. The process may include formal application, interview, presentation or competency exam.
3. Once the internship site has been secured, the student and employing supervisor will determine the number of hours, responsibilities, expectations, and learning outcomes of the experience, and contact information. The student is responsible for articulating the information about the internship to the 470 instructor. Students must keep in mind the number of credits awarded for the successful completion of the internship are based upon the number of hours worked.
4. It is the responsibility of the student to obtain an internship contract from the company or organization where he or she interns. It should be signed by the 470 instructor and the employer supervisor.
5. It is expected that the employer supervisor create and send an assessment of the student's progress to the 470 instructor.
6. The student should create or organize any reports, assessments, 470 instructor – employer supervisor meetings, projects, etc., relating to the internship as is required by his or her Degree Program or Major program and / or 470 instructor.
7. The final evaluation of the student is conducted by the “on-the-job” supervisor, who communicates his or her evaluation in writing to the student's 470 instructor. The evaluation letter will be used by the 470 instructor in determining whether or not the student receives a passing grade.
8. If the student receives a “pass,” he or she will earn the following credit hours:

Every 1 credit is equivalent to 40 or 42 work hours, thus:

- 3 credit hours for successfully completing 120 or 126 hours of supervised work
 - 4 credit hours for successfully completing 160 or 168 hours to 239 hours of supervised work
 - 6 credit hours for successfully completing 240 or 252 hours of supervised work.
9. All awarded credit hours are contingent upon the student being registered for the appropriate 470 internship course. If the student has not registered for the appropriate course and paid tuition for the course, the student may not be awarded credit hours.
 10. Some information about internships can also be found in the Student Success Center. The Student Success Center may also enhance the student's chances of success by providing assistance , like mock interviews, interview assessments, or résumé critiques

LOYAC INTERNSHIPS

AUK has signed an Agreement with the Lothan Youth Achievement Center (LoYAC), a Kuwaiti institution that assists students with identification and placement into internships with recognized local organizations/companies. This program is only open for academic credit to AUK students who have met the Internship prerequisites stated above. The following are steps for participation in the LoYAC program:

1. The student must complete an application form located on the LoYAC website (<http://www.loyac.org>).
2. LoYAC will provide internship opportunities to registered AUK students who have filled out an internship application form. LoYAC will ensure that the internship opportunities provided to the AUK student corresponds to the student's Degree Program or Major. The 470 instructor will verify that the internship opportunities provided to the AUK student corresponds to the student's Degree Program or Major.
3. Once LoYAC guides the student to an internship opportunity at a certain establishment, the student must apply at the establishment itself by presenting his or her resume and undergoing the interview process.
4. If the student successfully obtains the internship, he or she will have an AUK 470 instructor as well as an employer supervisor at the establishment where he or she interns. The student will be responsible for informing the AUK 470 instructor of the successful obtainment of the internship and must communicate all necessary information about the internship to the 470 instructor. LoYAC will be supervising the internship and will be creating assessment reports on the AUK student.
5. It is the responsibility of the student to obtain an internship contract from the company or organization where he or she interns. It should be signed by the 470 instructor and the employer supervisor.
6. LoYAC will be responsible for conducting at least one assessment of the student during the student's participation in the internship program and for communicating the assessment to the AUK 470 instructor.
7. The student should create or organize any reports, assessments, AUK 470 instructor – employer supervisor meetings, projects, etc., relating to the internship as is required by his or her Degree Program or Major program and / or 470 instructor.
8. The final evaluation of the student is conducted by the “on-the-job” supervisor, who communicates his or her evaluation via letter or personal communication to the student's 470 instructor. The evaluation letter will be used by the 470 instructor in determining whether or not the student receives a passing grade.
11. If the student receives a “pass,” he or she will earn the following credit hours:

Every 1 credit is equivalent to 40 or 42 work hours, thus:

 - 3 credit hours for successfully completing 120 or 126 hours of supervised work
 - 4 credit hours for successfully completing 160 or 168 hours to 239 hours of supervised work
 - 6 credit hours for successfully completing 240 or 252 hours of supervised work.
12. All awarded credit hours are contingent upon the student being registered for the appropriate 470 internship course. If the student has not registered for the appropriate course and paid tuition for the course, the student may not be awarded credit hours.