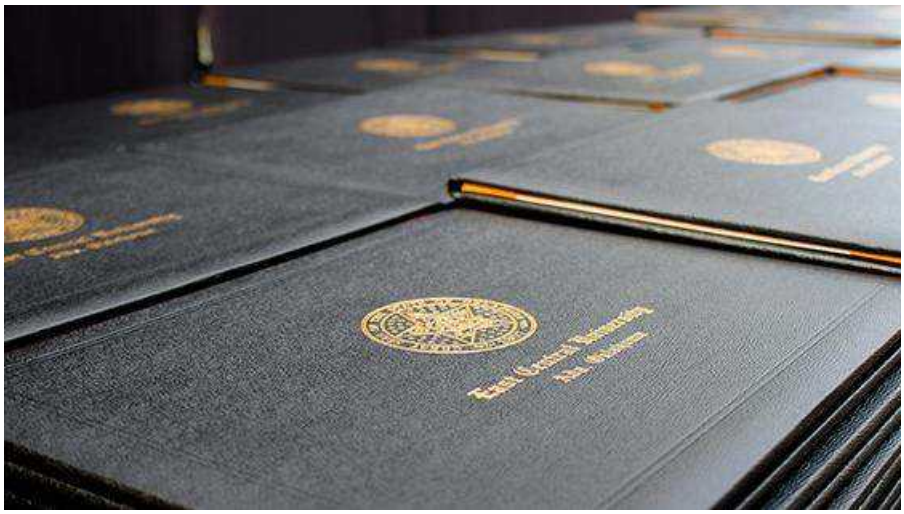

# EAST CENTRAL UNIVERSITY


**1100 E. 14TH STREET**
**ADA, OKLAHOMA 74820-6999**
**TELEPHONE (580) 332-8000**
**FAX (580) 559-5432**
**academic_affairs@ecok.edu**
**www.ecok.edu**


## CATALOG 2022-2023
## FALL 2022

**Announcements in the catalog concerning regulations, fees, curricula, or other matters are subject to change without notice.**
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### Affirmative Action Compliance Statement

East Central University, in compliance with all applicable Federal and State law, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, sexual orientation, genetic information, or veteran status in any of its policies or procedures, including but not limited to admission, employment, financial aid, and educational services. Inquiries, complaints and requests for accommodation under Title IX, the Rehabilitation Act, and other non-discrimination policies should be directed to Employment Services Director, 1100 E. 14th, Adm 160, Ada, OK 74820, (580) 559-5217

### Americans with Disabilities Statement

"East Central University, in compliance with all applicable Federal and State laws and regulations, does not discriminate on the basis of race, color, national origin, gender, age, religion, disability, status as a veteran, or special disabled veteran in any of its policies, practices, or procedures." This includes but is not limited to admission, employment, financial aid, and educational services.

East Central University is committed to providing equal access to University programs and services for all students. Under university policy and federal and state laws, students with documented disabilities are entitled to reasonable accommodations. If any member of the class has a documented disability requiring academic accommodations, he or she should report to the Office of Testing and Accessibility Services. A student seeking reasonable accommodations originating from a documented disability must register with the Office of Testing and Accessibility Services so that said accommodations may be provided.

### Admission of Nonimmigrant Aliens

Consonant with the Immigration and Nationality Act (PL 87-195), East Central University is authorized under Federal law to enroll nonimmigrant alien students.

### Curricula Changes

The University reserves the right to recommend changes in curricula, degree requirements, course offerings, and all academic regulations at any time. All changes must be approved by the Oklahoma State Regents for Higher Education and the Regional University System of Oklahoma board.

### Catalog Changes

In an effort to ensure accuracy, East Central University reserves the right to make changes to curricula, degree requirements, course offerings, program descriptions, and all academic regulations within the ECU Catalog at any time, with the most up-to-date version of the ECU Catalog being posted on the ECU website. This version of the ECU Catalog was published on August 1, 2022.

### Fee Changes

Tuition and fees stated in this catalog are those in effect at the time of printing. Tuition and fees are subject to change at any time. Changes must be approved by the Oklahoma State Regents for Higher Education and the Regional University System of Oklahoma.

### Student Responsibility

The student is responsible for knowing and meeting the various regulations and procedures set forth in the University Catalog.

### University E-mail Communication

East Central University assigns all students, faculty, and staff an official University e-mail account and recognizes the ECU e-mail account as an acceptable method of official communication. Students, faculty, and staff are required to read the official e-mail from this account on a regular basis. Failure to read the official communication in a timely manner does not absolve the account holder from knowing and complying with the content of the official communication. The University is not responsible for and does not support personal devices which connect to or which download information from university systems.

### Accreditation and Affiliation

Accredited by:

The Higher Learning Commission as a Master's Degree granting institution (1922-34; 1947). The Higher Learning Commission's website is www.ncahlc.org and its phone number is (800) 621-7440.

Accreditation Commission for Education in Nursing, Inc., 1978
Accreditation Council of Business Schools and Programs, 2004
Council for Accreditation of Counseling and Related Educational Programs, 2014
Council on Rehabilitation Education, 1992
Council on Social Work Education, 1984
National Association of Schools of Music, 1996
Council for the Accreditation of Educator Preparation, 2020
National Environmental Health Science and Protection Accreditation Council, 1975
Oklahoma State Regents for Higher Education, 1948

Approved by:

American Bar Association (for Legal Studies Program)
Collegiate Officer Program
Oklahoma Board of Nursing
Oklahoma Council on Law Enforcement Education and Training
Oklahoma State Board of Education for Teacher Education

Member of:

Accreditation Commission for Education in Nursing, Inc.
American Association of Colleges for Teacher Education
American Association of Colleges of Nursing
American Association of State Colleges and Universities
American Council on Education
Association of Continuing Higher Education
Conference of Southern Graduate Schools
Council of Baccalaureate and Higher Degree Programs
Council of Graduate Departments of Psychology
Council of Graduate Schools in the United States
Council on Social Work Education
National Board for Certified Counselors
National Council on Rehabilitation Education
National League for Nursing
Oklahoma State System of Higher Education
Teacher Education Council of State Colleges and Universities



# Section I
# INTRODUCTION TO

# THE UNIVERSITY

## HISTORY AND FUNCTIONS

East Central University was established by legislative act in 1909 as one of three regional state normal schools founded that year in the eastern half of Oklahoma, that part which had been Indian Territory before the founding of the State in 1907. Three similar institutions had been established earlier in Oklahoma Territory, which became the western half of the new state. The six institutions for many years served virtually identical purposes in the state's program of higher education.

The normal school program consisted of four years of preparatory or high school work, and two years at the college level. Graduates of the normal schools were awarded lifetime licenses for teaching in the public schools of the state. In 1919 the six state normal schools were authorized to increase their college programs to four years of teacher education and to confer bachelors degrees. At that time they were designated teachers' colleges. In 1939 they were authorized to expand their programs to include degree programs in Arts and Sciences as well as Education, and the designation was changed to Oklahoma state colleges.

In 1954 East Central University and the other Oklahoma state colleges were authorized to offer their first graduate work in a fifth-year program for teachers leading to the Master of Teaching degree. In 1969, the state colleges were authorized to change the name of this advanced degree from Master of Teaching to Master of Education. Other masters degrees have since been added.

In 1974 the Oklahoma State Legislature officially changed the name of East Central from East Central State College to East Central Oklahoma State University and in 1985 the official title became East Central University. The academic schools of the University are the following: the Harland C. Stonecipher School of Business; the College of Education and Psychology; the College of Health and Sciences; the College of Liberal Arts and Social Sciences; and the School of Graduate Studies.

As a unit in the state's system of higher education receiving principal support from public taxation, East Central University has sought to serve the needs of the people of the state in a democratically responsive manner. The Oklahoma State Regents for Higher Education have specified the following functions for the senior universities of the state:

1. Offering undergraduate study in several fields leading to the bachelors degree;
2. Offering a limited number of programs leading to the first professional degree when appropriate to an institution's strengths and the needs of the state;
3. Offering graduate study at the masters level, primarily in teacher education and in selected fields related to Oklahoma's human resource needs;
4. Responsibility for extension and public service in the assigned geographic regions;
5. Responsibility for institutional and applied research in those areas related closely to their program assignments;
6. Responsibility for regional programs of economic development;
7. Responsibility for offering associate degrees when not in close proximity to a community college;
8. Responsibility for offering certificate programs as specifically authorized;
9. Responsibility for offering programs of statewide impact; and
10. Admitting students in the top one half of the class as defined in State Regents Policy. All of these functions except number seven have relevance for East Central University.

# Shared Horizons
# Strategic Plan for 2019 - 2024

## MISSION

We educate and empower students to understand and transform our world.

## VISION

We aspire to be first choice because of who we are.

## CORE VALUES

- We are humble, kind, generous, and care for our students and one another.
- We go the extra mile to provide an exceptional experience for students and those we serve.
- We are forward-thinking, adaptable, and open to new ideas.
- We commit to solving problems, whether our own or others'.

### ACADEMIC PROGRAMS

**Goal 1: Achieve academic excellence through innovative programming, outstanding faculty, continual assessment, a flexible learning environment, and community engagement.**

Strategy 1: Increase the number of courses and programs offered using instructional technology and distance learning to better serve current ECU students and to reach additional populations.

1) The Learning House On-Line program array has been executed.

2) Classrooms used for teaching online support e-learning initiatives with powerful wi-fi in every classroom (support mobile devices, synchronous web-based capabilities, etc.).

3) Twenty-four-hour help desk activated by 2020.

4) Twenty-four-hour computer lab implemented by 2020 (HLC quality initiative).

Strategy 2: Identify and implement new, relevant academic programs and seek opportunities to expand existing programs to meet student demand and projected workforce needs for the region, state and nation.

1) Establish at least one new on-the-ground program to address the projected workforce needs for the region, state and nation; and student interests.

Strategy 3: Review all existing academic programs to ensure relevant and rigorous content, appropriate delivery format, and mode of assessment.

1) Program reviews incorporate an examination of local, regional, and national employment trend data to direct changes to the program's future direction.

2) General Education is reformed based on Association of American Colleges & Universities (AAC&U) and state of Oklahoma recommendations for preparing students for the 21st century.

3) Seniors will score "very much" or "quite a bit" on NSSE question covering their coursework developed their ability to think critically and analytically.

4) Seniors will score "very much" or "quite a bit" on NSSE question covering their acquisition of job- or work-related skills.

5) Seniors will score "very much" or "quite a bit" on NSSE question covering their ability to solve complex real-world problems.

6) Syllabi have assignments linked to student learning outcomes.

7) Incoming freshmen participate in a first-year experience using active learning strategies or pedagogy that promotes student engagement.

8) Students participate in at least two high impact practices as defined by AAC&U before they graduate (study abroad, service learning, undergraduate research, etc.).

Strategy 4: Enhance faculty development opportunities targeted toward improving the daily teaching-learning process and reward faculty for incorporating high-impact practices into the classroom and curriculum.

1) Faculty teaching blended and online courses use Quality Matters or The Learning House best practices.

2) Faculty participate in at least one university-sponsored professional development activity per year.

3) Discipline-specific performance indicators for scholarship and creative achievement for the Faculty Performance Evaluation and tenure/promotion are developed by departments and adopted by Faculty Senate and Administration.

4) Faculty participate in more professional activities (Source: Department-at-a-Glance).

5) The total number of faculty pursuing grants/external funding increases.

### ENROLLMENT, RETENTION, AND STUDENT SUCCESS

**Goal 2: Achieve strong undergraduate and graduate enrollments and high rentention, graduation, and job placement rates.**

Strategy 1: Develop and implement integrated retention, student support, and success programs.

1) A comprehensive enrollment management plan is developed. The plan addresses all aspects of recruitment, retention and student success including tasks, targets and timelines.

2) Increase the number of underrepresented and at-risk student populations.

3) Students participate in ECU Career Fairs (Source: Career Center attendance sheets).

4) Undergraduate alumni respondents are employed in a field relevant to degree or are pursuing an advanced degree within two years of graduation (Source: alumni survey).

5) Undergraduate alumni respondents who received Title IV funding indicate a salary increase of 6% over baseline within two years of graduation (Source: alumni survey).

Strategy 2: Strengthen planning, management, and implementation of recruitment and enrollment.

1) Total UNDG headcount enrollment is 3,080 students.

2) Total GRAD headcount enrollment is 920 students.

3) Total enrollment is 4,000.

4) The one-year retention rate is 60% (Source: IPEDS).

5) The two-year retention rate is 50% (Source: IPEDS).

6) The four-year graduation rate is 32% (Source: IPEDS).

7) The six-year graduation rate is 43% (Source: IPEDS).

**INSTITUTIONAL CULTURE AND WORK ENVIRONMENT**

**Goal 3: Create and nurture an inclusive, dynamic and engaging experience for all stakeholders.**

Strategy 1: Recruit and retain highly qualified faculty and staff to contribute ECU's aspirations.

1) ECU employee recruitment plan is developed by fall 2019 with tasks, targets and timelines completed by fall 2020; steady progress in recruitment made thereafter.

2) ECU employee retention rates by job category is identified by fall 2019 and a plan to increase retention with tasks, targets and timelines is completed by fall 2020; steady progress in retention is made thereafter.

3) A comprehensive diversity and engagement plan is developed with tasks, targets, and timelines completed by fall 2020; steady progress is made in diversity and engagement thereafter.

Strategy 2: Create a competitive salary program (with a funding plan) for faculty and staff.

1) Employee salaries are at least 90% of CUPA for our established peer group with consideration for years of service by fall 2024.

2) Compensation for directors, coordinators, and department chairs, brought up to the average of chairs at peer RUSO schools.

3) Faculty and staff will rate "compensation, benefits, and work/life balance" on Great Colleges to Work for Survey as very good.

Strategy 3: Determine best practices for informing and engaging the community.

1) A comprehensive community engagement plan is developed with tasks, targets, and timelines completed by fall 2020; steady progress is made in community engagement thereafter.

2) Increase participation of community members in ECU sponsored events.

3) Increase the number of co-sponsored ECU/community events.

Strategy 4: Diversify faculty and staff to reflect the racial/ethnic diversity of the region.

1) Increase the number of faculty and staff from underrepresented populations to more accurately reflect Oklahoma and ECU student demographics (Faculty Profile).

**COMMUNICATON**

**Goal 4: Create a culture of effective communication to raise the profile among the internal and external stakeholders we serve.**

Strategy 1: Create and implement a communication plan that pro vides for a clear means of top-down, bottom-up, and lateral communications among administration, faculty, staff, and students, and among colleges, schools, departments, and other campus units.

1) Document management system implemented to facilitate student and employee record keeping and streamline work flow.

2) ECU's respondents to the Great Colleges to Work For survey will indicate that they Strongly Agree or Agree that ECU is effectively communicating.

Strategy 2: Create and implement a communication plan to timely and effectively disseminate information about ECU to the greater Ada community, alumni, employers, and other interested stakeholders.

1) Surveys with external constituents will indicate knowledge and impact of ECU on community and state.

2) Measurable increase in positive engagements (e.g. likes, shares, retweets, etc) across all of ECU's digital communication platforms.

Strategy 3: Maintain and regularly redesign and refresh the website.

1) Website analytics (e.g. traffic and source, bounce rate, top pages, conversions, and conversion rates) indicate im proved visitors' experience.

2) Intranet website analytics and surveys indicate improved satisfaction of ECU employees to find resources.

**FINANCIAL AND PHYSICAL RESOURCES**

**Goal 5. Acquire, manage, and leverage resources to achieve ECU's mission, vision, and goals.**

Strategy 1: Formulate a tuition and fee structure that is both strategic and competitive.

1) Refined mandatory payment plan instituted to increase the percentage of students signed up to pay balance and pre-enroll for the next semester.

2) Students graduating from ECU will be below the national average on student-loan debt.

3) Opportunities created for more students to work between 15-20 hours per week on campus.

Strategy 2: Develop and implement a comprehensive fundraising plan to support students and strategic initiatives.

1) An alumni membership program is developed with tasks, targets, and timelines completed by fall 2020; steady progress is made toward achieving the targets.

2) Increase alumni engagement.

3) Annual giving campaign is developed including appropriate staffing, tasks, targets, and timelines by fall 2019; steady progress is achieved thereafter.

4) President's Circle annual giving doubled.

5) Increase giving to current scholarships or establish new endowed scholarships.

6) Increase ECU Foundation endowment.

7) New constituency-based partners established for strategic fundraising initiatives related to facilities and/or existing and/or new programs (e.g., E-sports, Engineering, Nursing, etc.).

8) External grant funding dollars to support strategic initiatives increased.

Strategy 3: Develop IT master plan to address critical areas required for programming.

1) An IT Master Plan is developed that includes all identified strategic technology needs from the ECU strategic plan as well as IT operational strategies and addresses a funding source for the need/project, timelines, and resources needed; steady progress is achieved thereafter.

2) Classroom technology upgraded each year, resulting in a complete classroom technology refresh by 2024.

3) IT provides priority support and services towards the implementation of The Learning House partnership for program management of online programs.

4) IT completes at least 80% of the projects initially included in the IT Master Plan.

Strategy 4: Maintain a system of monitoring the financial health of the university.

1) Dashboard is created with "up-to-date" items to display CFI, Primary Reserve, Viability, Return on Net Assets, Net Operating Revenues and CFI scores show continual signs of strong financial health.

Strategy 5: Implement the 2015 comprehensive facilities plan.

1) Recommendations of Campus Master Plan 2015 implemented, in consideration of campus growth, to address needs in Academic, Administration, Student Activities, Athletics, and Residence Life spaces to address safety and accessibility facility needs, deferred maintenance program, and campus beautification.

2) Master plan and annual capital projects updated to support new and expanded programs.

# TO THE PROSPECTIVE STUDENT

East Central University is an accredited, tax-supported part of the Oklahoma System of Higher Education, directed by the Oklahoma State Regents for Higher Education. East Central University students wishing to continue their education elsewhere in undergraduate, graduate, or professional schools readily transfer their academic credits from East Central University either within or outside of Oklahoma, and East Central University accepts academic credits transferred from accredited institutions.

The University grants bachelors degrees in many of the traditional academic disciplines. East Central University's graduate training culminates in the masters degree. The University prepares students to follow many occupations and educates them in a broad background of general studies. It prepares students to enter professional and graduate schools and to obtain from various agencies authorizations such as nursing licenses, teachers certificates, and military commissions. The University offers special training not available at many institutions. It frequently examines its offerings and changes them to suit the needs of the times.

The University requires students to take certain courses expected of the educated person, and allows them to choose other courses for their own satisfaction. Courses are conducted in many ways including the traditional lecture method, laboratory work, workshops, individual study, private instruction, educational tours, online, experiential learning, off-campus settings and other appropriate ways.

Ada, the location of East Central University, is the commercial, industrial, service, and medical center for a substantial metropolitan and rural area. A national research laboratory and the seat of the tribal government are in Ada. The city shares the prosperity of its cement, plastic, petroleum, and cattle industries, along with thriving large and small businesses.

Information about attending East Central University may be obtained by contacting the Admissions Office. Campus visits are encouraged to help students obtain first-hand knowledge about areas of academic interest. This catalog may be used as a resource in answering questions concerning many aspects of East Central University.

# OFFICIAL UNIVERSITY COMMUNICATIONS

The University has established email as an official means of communication and assigns all students a University email account for this purpose. Since communications may be time-critical, students are required to read all University email messages frequently and respond to them as may be necessary.

Some information may be sent by US Postal Service or by campus mail. These means are also considered official communication.

All communications sent via these official means are valid and binding regardless of a student's adherence to this policy.

Students enrolled in online courses are expected to have basic operational skills in using Blackboard, internet web browsers, Microsoft Office 365, generic computer technical skills, and programs listed by the instructor in the course syllabus. Any issues running programs are expected to be taken care of promptly by the student by contacting IT (ECU, Blackboard or additional IT resources listed in your syllabus) at the linked and listed contacts in the Blackboard course shell. Students should reference the course syllabus in the first week to assess and ensure compliance with additional electronic expectations or programs such as webcam requirements, Respondus programs, or other technology requirements.



## Section II
## GENERAL INFORMATION OF

# THE UNDERGRADUATE DIVISION

## INSTITUTIONAL ADMISSION AND RETENTION

Anyone planning to attend East Central University must apply online at the university's admission website. The student must support his or her application with the following records:

A. an official high school transcript;

B. all official transcripts, including all military transcripts, showing his or her records at each institution (any institution of higher education) in which he or she has enrolled;

C. an official report of his or her American College Testing Program (ACT) test scores or, if he or she attended high school out of Oklahoma, a record of an approved similar battery of tests.

These records should be filed in the Office of Admissions and Records at least two to four weeks before registration. If the records are in a different language, they must be submitted in authenticated English translations (see *International Student Admission* for more information). Undergraduate students applying to East Central University for the first time must pay an application fee before forms will be processed.

If an applicant is accepted for admission as a beginning freshman (a student with six or fewer attempted credit hours, excluding remedial [0-level courses] or pre-college work and excluding credit hours accumulated by concurrently enrolled high school students), the applicant must attend a freshman advisement and enrollment session before registration. A current immunization record or immunization waiver must be on file at that time.

# INSTITUTIONAL ADMISSION AND RETENTION POLICY (OSRHE Policy 3.9, 5/21)

## 3.9.3 Admission of First-Time Freshmen: Curricular Requirements

Students must meet the criteria for both the high school curricular requirements and the high school performance requirements as defined in the following sections. Students meeting both the high school curricular and the high school performance requirements are eligible for admission. This section includes curricular requirements for regular admission.

A. High School Curricular Requirements for Admission to Programs Leading to AA, AS and Baccalaureate Degrees.

| Units (Years) | Course Areas |
|---|---|
| (4) | English (grammar, composition, literature; should include an integrated writing component) |
| (3) | Lab Science (Biology, chemistry, physics or any lab science certified by the school district; General science with or without a lab may not be used to meet this requirement.) |
| (3) | Mathematics (from algebra I, algebra II, geometry, trigonometry, math analysis, pre-calculus, statistics and probability (must have completed geometry and Algebra II), calculus, Advanced Placement statistics) |
| (3) | History and Citizenship Skills (including one unit of American history and two additional units from the subjects of history, economics, geography, government, non-Western culture) |
| (2) | Additional units of subjects previously listed or selected from: computer science, foreign language, any Advanced Placement course, psychology, sociology, or any liberal arts and sciences course (as defined in the Undergraduate Degree Requirements policy) taken via concurrent enrollment at a State System institution that is not being utilized to fulfill any area previously listed. |
| 15 | Total Required Units |

Computer science courses (one or more units) that meet the State Regents' guidelines for high school curricular requirements may satisfy the postsecondary system wide computer proficiency graduation requirement (see the S*tate Regents' Undergraduate Degree Requirements* policy).

In addition to the above requirements, the following subjects are recommended for college preparation:
2 additional units: Fine arts - music, art, drama, and speech
1 additional unit: Lab science (as described above)
1 additional unit: Mathematics (as described above)
4 Recommended Units.

While these curricular requirements will normally be met by students in grades 9 through 12, advanced students who complete these courses in earlier grades will not be required to take additional courses for purposes of admission.

The remaining units required by the State Board of Education for high school graduation may be selected from courses to meet students' individual needs and interests.

Additionally, 70 O.S. § 11-103.6 outlines the curricular units or sets of competencies that are required to graduate from an Oklahoma public high school. By virtue of this statute, high school courses that satisfy college admission requirements, which are subject to State Regents' approval, also satisfy specific college preparatory/work ready curricular high school graduation requirements. Therefore, if a high school or the Oklahoma Department of Career and Technology Education wishes to determine if a course will satisfy a college admission curricular requirement, which fits within one of the legislatively defined college preparatory/work ready curricular subject areas, but is not explicitly detailed therein, it shall require State Regents' approval. Additional information regarding the course review process may be found in the *Academic Affairs Procedures Handbook*.

B. Curricular Deficiencies

1. Baccalaureate Programs

Students must meet all basic academic skills curricular requirements (English, mathematics, and science) to be admitted to baccalaureate programs at research or regional institutions. Students with a deficiency in a non-basic academic skills course (excludes English, mathematics, and science) who present an ACT reading subject score at or above the specified level or who score at the designated level on any approved secondary institutional reading assessment instrument may be admitted as a regular admission student. These students will be required to complete an additional three-hour collegiate course in the relative subject area to make up the high school deficiency (see the State Regents' *High School Curricular Requirements* policy). Other exceptions are noted in the special admission options outlined later in this policy. If an institution admits students with one or more curricular deficiencies to a baccalaureate program utilizing the alternative admission category, the institution must provide the means to satisfy those deficiencies (see the State Regents' *High School Curricular Requirements* policy) and the student must successfully remediate basic academic skills course requirements within 24 college level hours attempted. Students continuously enrolled in courses designed to remove deficiencies may be allowed to continue enrollment beyond the 24 hour limit.

2. Associate in Arts and Associate in Science Programs

Students lacking curricular requirements are admissible into AA or AS programs but must remediate curricular deficiencies in the basic academic skills at the earliest possible time but within the first 24 college-level hours attempted. Students continuously enrolled in courses designed to remove deficiencies may be allowed to continue enrollment beyond the 24 hour limit. In addition, students must remove curricular deficiencies in a discipline area before taking collegiate level work in that discipline.

3. Associate in Applied Science Programs

Students entering AAS degree programs or other certificate programs must remove high school curricular requirement deficiencies before taking courses in the same field as part of an AAS degree or certificate program. Students admitted under this provision may not transfer into an AA, AS or baccalaureate program without first removing the high school curricular deficiencies.

Students may remove curricular deficiencies as detailed in the

State Regents' *High School Curricular Requirements* policy. The institution's president or the president's designee may allow a deserving student who failed to remediate a basic academic skills deficiency in a single subject to continue to enroll in collegiate level courses in addition to remedial course work beyond the 24-hour limit providing the student has demonstrated success in collegiate courses to date. Such exceptions must be appropriately documented.

Students pursuing admission to AA, AS, AAS, or baccalaureate degree programs may not count remedial/ development courses toward satisfaction of degree program requirements.

C. Applied Courses

The use of applied courses to meet the high school curricular requirements is to be considered an an alternative. College bound students are encouraged to take courses currently specified in the State Regents' *Institutional Admission and Retention* policy.

One year of Principles of Technology may substitute for one of the currently required lab science courses providing that students taking the course also successfully complete a lab science course listed in the State Regents' *Institutional Admission and Retention* policy. Additionally, the Principles of Technology course must be taught by a teacher certified or endorsed in physics who has completed the specialized training to instruct the course.

### 3.9.4 Admission of First-Time Freshmen: Performance Requirements

Students must meet the criteria for both the high school curricular requirements and the high school performance requirements as defined in the following sections. Students meeting both the high school curricular and the high school performance requirements are eligible for admission. This section includes performance requirements for regular admission which includes three options for admission: standardized tests, high school GPA in all courses plus class rank, or high school GPA in the State Regents' 15-units of required high school core courses.

The ACT score used for admission purposes is the composite score without the writing component. The SAT score used for admission purposes is the combined critical reading and math scores without the writing component. Students utilizing a test other than ACT will have their scores converted to ACT equivalents. The high school class rank is one more than the number of students in the high school graduating class who have a high school GPA greater than the student in question.

A GED recipient's high school class must have graduated to be eligible for admission. The president or the president's designee may allow exceptions on an individual student basis. Any exceptions, including subsequent student academic performance, will be reported to the State Regents upon request. The University of Oklahoma (OU) is authorized by the State Regents to also require a minimum average standard GED score for automatic admission.

The high school GPA used for admission purposes in option 2 is the unweighted average of all grades ("A" equating to 4.00 and "D" equating to 1.00) taken in the 9th through 12 grades. The GPA used for admission purposes in option 3 shall add a standard weighting (1.0) to The College Board's Advanced Placement courses and the International Baccalaureate Organization's higher-level courses (an "F" remains zero).

While the State Regents strongly support the initiation of honors courses, honors weighting will not be used in the calculation of either high school GPA because there is no equitable mechanism to include the honors premium.

The exact standardized test scores and high school GPA will vary over time, and may differ at each institution. The high school GPA will be defined annually to correspond to the rank in class. The ACT score equivalent to these percentages will be determined based on the average of the preceding three years' ACT scores of graduating seniors if available. Oklahoma test data will be used. The concordance table used to set the equivalent SAT score is updated regularly.

First-time entering students must also meet entry-level assessment requirements before enrolling in college-level courses. See the State Regents' *Student Assessment and Remediation* policy for more information.

A. Minimum High School Performance Criteria for Admission of First-Time-Entering Students at Regional Universities

Any individual who:

1. is a graduate of a high school accredited by the appropriate regional association or by an appropriate accrediting agency of the home state or has achieved a high school equivalency certificate based on the GED;
2. has met the curricular requirements as set forth in part 3.9.3 of this policy;
3. has participated in the ACT program or a similar acceptable battery of tests; and
4. meets the following criteria is eligible for admission to either of the regional universities in the State System.

| **Minimum Performance-Based Admission Standards: Regional Universities** | | |
|---|---|---|
| Option 1: Standardized Tests | ACT or SAT (ECU=20 ACT) | Top 50% |
| OR | | |
| Option 2: High School Performance A | High School GPA (All Courses) and Class Rank (ECU=2.7 and upper half) | Top 50% |
| OR | | |
| Option 3: High School Performance B | High School GPA in State Regents' Required 15-unit H.S. Core (ECU=2.7) | Top 50% |

### 3.9.5 International Student Admission and Admission of Non-native Speakers of English

International undergraduate students are required to meet equivalent academic performance standards as listed in section 3.9.4 above. Additionally, both first-time undergraduate and graduate students for whom English is a second language shall be required to present evidence of proficiency in the English language prior to admission, either as first-time students to the system or by transfer from another non-system college or university. The State Regents adopted this policy to ensure that students will have a reasonable chance to succeed at a higher education institution based on their ability to comprehend, read, and write the English language.

Students must meet one of the standards described below to demonstrate their competency in English. Institutions may not waive this admission requirement as part of the alternative admissions category within the State Regents' general policy on admission.

A. First-Time Undergraduate and Graduate Students

1. Standardized Testing. Students must meet the minimum score set by the State Regents on either the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) Examination.

   Results of the TOEFL taken at international testing centers and special testing centers will be accepted at all State System colleges and universities. Results of the TOEFL administered at institutional testing centers shall not be accepted by colleges and universities other than the administering institution.

2. Intensive English Program (IEP). Students must meet a minimum score set by the State Regents on the TOEFL administered at a special testing center or an international testing center or on the IELTS Examination. In addition, after achieving the required score and immediately prior to admission, successfully complete a minimum of 12 weeks of study at an IEP approved by the State Regents. At least two-thirds of the 12 weeks must be instruction at an advanced level. A list of State Regents' approved IEPs can be found in the State Regents' *Academic Affairs Procedures Handbook*.

3. High School Performance. Undergraduate students must have successfully completed the high school core requirements in or graduate from high school where English is the primary language in a country where English is a primary language and demonstrate competency through the *High School Curricular Requirements* policy.

4. Graduate students may satisfy the English language requirement by completing a baccalaureate or graduate degree from a college or university where English is the primary teaching language in a country where English is a primary language and that is recognized by professional organizations in the U.S. involved in admissions and international education.

5. Institutional Discretion. In extraordinary and deserving cases, the president or the president's designee may admit a student in lieu of the above requirements. In these situations, the applicant must have demonstrated proficiency in the English language by some other means prior to admission. Such exceptions must be appropriately documented and reported to the State Regents annually.

| **Undergraduate Students with Standardized Testing:** | |
|---|---|
| **TOEFL Test** | **Minimum Score** |
| Internet-Based | 61 |
| Computer-Based | 173 |
| Paper-Based | 500 |
| **IELTS Test** | **5.5** |
| **Graduate Students with Standardized Testing** | |
| **TOEFL Test** | **Minimum Score** |
| Internet-Based | 79 |
| Computer-Based | 213 |
| Paper-Based | 550 |
| **IELTS Test** | **6.5** |

| **Undergraduate Students with IEP:** | |
|---|---|
| **TOEFL Test** | **Minimum Score** |
| Internet-Based | 48 |
| Computer-Based | 140 |
| Paper-Based | 460 |
| **IELTS Test** | **5.0** |
| **Graduate Students with IEP:** | |
| **TOEFL Test** | **Minimum Score** |
| Internet-Based | 61 |
| Computer-Based | 173 |
| Paper-Based | 500 |
| **IELTS Test** | **5.5** |

B. Undergraduate Transfer Students

*See Undergraduate Transfer and Articulation Policy* (3.11.3), subsection C, for details concerning non-native speakers of English student transfer procedures.

### 3.9.6 Special Admission

Students admitted must meet curricular standards as defined in section 3.9.4, and must meet the high school performance criteria as defined in section 3.9.4. The only exceptions are students admitted in the following special admission categories.

A. Special Non-Degree Seeking Student

Students who wish to enroll in courses without intending to pursue a degree may be permitted to enroll in no more than nine credit hours without submitting academic credentials or meeting the academic curricular or performance requirements of the institution of desired entry. Retention standards will be enforced. Once a student has completed the designated number of hours, the student is required to meet the formal admission or transfer criteria for the institution of desired entry in order to enroll in additional course work. (This provision is not intended to be limited only to first-time-entering students.)

The president or the president's designee may allow non-degree-seeking students to exceed this initial nine credit-hour limit on an individual student basis. Such exceptions may be made for non-degree-seeking students only who meet the retention standards and must be appropriately documented and reported to the State Regents annually.

B. Alternative Admission

Research and regional institutions may admit 8 percent of the number of previous year's first-time freshmen or 50 students (whichever is greater) without the students having met the State Regents' high school curricular or performance admission requirements. Institutions admitting students

through the alternative admission category must have formally established admission criteria on file at the State Regents' office. The criteria must be oriented to identifying those students who:

1. have a reasonable chance for academic success;
2. have unusual talent or ability in art, drama, music, sports, etc; or
3. are educationally or economically disadvantaged and show promise of being able to succeed in a program or curriculum at the institution where they desire to enroll.

Institutions should use interviews as a part of the mechanism for admitting students in this program. Students wishing to enter under the alternative admission category should be given the opportunity to convince the institutions of their ability through this interview process. In addition, the institution must have implemented programs designed to assist first-year students making the transition to college both academically and socially.

The objective of these procedures and programs is to increase the success rate of students as measured by the increase in the retention and graduation rates of all students and particularly minority students.

It is intended that the alternative admission opportunities be equitably utilized and proportionately represent different types of students of unusual talent or abilities who do not otherwise meet State Regents' admission standards. Waivers shall not be awarded in significant disproportion for scholarship athletes. It shall be used to promote the system goal of social justice.

C. Adult Admission

1. Students who are 21 years of age or older or on active military duty may be admitted based on criteria established at the campus level and submitted to and approved by the State Regents. For students admitted under the adult admission category, the campus must consider the probability of the academic success of the student. Related to the curricular requirements, students admitted under the adult admission category must demonstrate proficiency to the satisfaction of the entering institution in the curricular area the student desires to pursue. Institutions will be required to submit an annual report of those students admitted in this category to the State Regents.

2. Any student who:

   a. is not a high school graduate but whose high school class has graduated; and

   b. has participated in the ACT program or similar battery of tests is eligible for admission to any of the community colleges in the State System.

   Students utilizing a test other than ACT will have their scores converted to ACT equivalents. A GED recipient's high school class must have graduated to be eligible for admission. The president or the president's designee may allow exceptions on an individual student basis. Any exceptions, including subsequent student academic performance, will be reported to the State Regents upon request.

D. Home Study or Non-Recognized Accredited or Unaccredited High Schools

An individual who is a graduate of a private, parochial, or other nonpublic high school which is not accredited by a recognized accrediting agency is eligible for admission to an institution in the State System as follows:

1. The student must have participated in the ACT or SAT program and achieved the requisite final composite score, as defined by the State Regents, for admission to the institution the student wishes to attend as defined in section 3.9.4 above. OU is authorized by the State Regents to require a minimum high school GPA, class rank, or GED average standard score along with a requisite finacomposite score.

2. The student's high school class of his or her peers must have graduated. The president or the president's designee may allow exceptions for GED recipients on an individual student basis. Any exceptions, including subsequent student academic performance, will be reported to the State Regents upon request.

3. The student must satisfy the high school curricular requirements for the institution to which the student is applying, as certified by the school or for home study, the parent.

E. Opportunity Admission Category

Students who have not graduated from high school whose composite standard score on the ACT without the writing component places them at the 99th percentile of all students using Oklahoma norms, or whose combined critical reading and mathematical score on the SAT without the writing component places them at the 99th percentile of all students using national norms may apply for full enrollment at a college or university of the State System. The college or university will determine admissibility based on test scores, evaluation of the student's level of maturity and ability to function in the adult college environment, and whether the experience will be in the best interest of the student intellectually and socially.

F. Correspondence Study Enrollment

Admission to the institution is not required for enrollment in correspondence work. However, academic credit for correspondence work will not be applicable toward a degree until such time as the student has been formally admitted to the institution and has secured the approval of the appropriate academic officers for such credit. Students who desire to apply credit for correspondence courses must make the necessary arrangements with the school where credit is to be applied. Completed courses will appear on the student's official transcript and be designated as correspondence study.

G. Summer Provisional Admission Program (Research and Regional Universities)

1. Student Admission Requirements

Applicants for the Summer Provisional Admission Program must meet the following criteria to be considered for admission:

a. Be a first-time-entering student.

b. Graduate from an accredited high school or achieve a high school equivalency certificate based on the GED. The student's high school class of his or her peers must have graduated. The president or the president's designee may allow exceptions for GED recipients on an individual student basis. Any exceptions, including

subsequent student academic performance, will be reported to the State Regents upon request.

c. Meet the State Regents' curricular requirements for admission.

d. Have a minimum composite ACT of 18 or a minimum high school grade-point average of 2.5 to be admitted to a research university; or have a minimum composite ACT of 17 or a minimum high school grade-point average of 2.5 to be admitted to a regional university.

e. Participate in assessment for placement purposes. If the need for developmental education is indicated, the student must successfully complete the developmental education prior to entering this provisional program.

The final admission decision will be made by the appropriate institutional officials based on the applicant's academic performance and potential for success.

2. Program Requirements

a. Enrollment is restricted to the summer session immediately following the student's high school graduation.

b. Each student is required to register for a minimum of two summer session core academic courses (at least six hours), exclusive of credit by examination or correspondence study. Students must take one course in each of the first two categories listed below:

English: Either of the introductory college-level English courses unless the student through advanced standing credit or concurrent enrollment has previously acquired such credit. If such credit has previously been earned, then the student may take an additional course in one of the categories listed below.

Mathematics: College algebra or the equivalent unless the student through advanced standing credit or concurrent enrollment has previously earned such credit. If such credit has previously been earned, then the student may take an additional course in one of the categories listed below.

Students testing out of the introductory English and/or Mathematics courses must select courses from the following categories:

Social Science: A college-level course approved for general education credit.

Natural Science: A college-level introductory lab science course approved for general education credit.

Humanities: A college-level course approved for general education credit.

c. It is expected that these courses will be taught with equivalent rigor in presentation, assignments, and grading as the same courses taught during the regular semesters. Institutions are encouraged to use regular faculty members.

d. Students admitted in this program will be required to participate in academic support programs designed to enhance their success. Such services should include academic tutoring, mentoring opportunities, career counseling, diagnostic testing, etc.

e. To continue, the provisionally admitted student must complete a minimum of six credit hours in the summer as specified above with no grade lower than a "C." Such students will be admitted as a regular university student in the subsequent semester.

f. A provisionally admitted student who does not meet the academic requirements previously detailed will be unable to enroll for further work at the university until such time as the student is eligible for regular transfer admission as detailed in the State Regents' *Undergraduate Transfer and Articulation* policy.

H. Summer Provisional Admission Program: Curricular Deficiencies (Regional Universities)

Regional university students meeting performance requirements may take a maximum of two course deficiencies in the summer term prior to the regular semester of desired entry. If the college-level course(s) (are) successfully completed with at least a "C" or equivalent, the student will be admitted.

I. Concurrent Enrollment of High School Students

The admission and retention standards for concurrent enrollment students are detailed within the State Regents' *Concurrent Enrollment* policy

### 3.9.7 Admission by Transfer

Refer to page 14 of ECU Catalog, *Undergraduate Transfer and Articulation Policy (3.11.3)*.

### 3.9.8 Retention Standards

In keeping with this philosophy of maximizing student success, institutions are strongly urged to initiate or strengthen programs which will assure that students experiencing academic difficulties will be provided appropriate academic assistance. Such specially designed programs should include, but not be limited to, academic and career counseling, tutoring opportunities, study skills sessions, and diagnostic testing as appropriate. Students on academic notice or academic probation should be required as a condition for continued enrollment to participate in these special academic support services. These programs should be available to all students who feel participation will enhance their academic performance and success.

A. GPA Requirements

All students must maintain a 2.0 GPA for the duration of the college experience with the exception of freshmen on academic notice and academic probation. A student will be placed on academic probation if the following requirements are not met:

| Credit Hours Attempted | GPA Requirement |
|---|---|
| 0 through 29 semester credit hours | 1.7 |
| Greater than 29 semester credit hours | 2.0 |

Students with fewer than 30 credit hours, with a GPA of 1.7 to less than 2.0, will be placed on academic notice. All courses in which a student has a recorded grade will be counted in the calculation of the GPA for retention purposes excluding any courses repeated, reprieved or renewed as detailed in the State Regents' *Grading* policy, developmental education, and physical education activity courses.

Any student not maintaining satisfactory progress toward the academic objective as indicated above will be placed on probation for one semester. At the end of that semester, the student must have a semester GPA of 2.0 in regularly-graded course work, not to include activity or performance courses, or meet the minimum GPA standard required above, in order to continue as a student. Students not meeting either of these criteria will be immediately suspended and may not be reinstated until one regular semester (fall or spring) has elapsed.

Students suspended in the spring semester may attend, at the discretion of the suspending institution, the summer session immediately following spring suspension. However, such students may enroll only in core academic courses which meet the general education requirements or degree requirements. The student's transcript will note suspension at the end of the spring semester. For students who fail to achieve retention standards after the summer session, the phrase "suspension continued" should be entered on the transcript at the end of the summer session. Only students under first-time suspension status at the suspending institution are eligible. To continue in that fall semester, such students must achieve a 2.0 semester GPA or raise their GPA to the required level.

B. Suspension of Seniors

An institution may allow a student with 90 or more hours in a specified degree program who has failed to meet the GPA of 2.0 or the semester GPA of 2.0 to enroll in up to 15 additional semester hours in a further attempt to achieve the GPA requirement. During this 15 hours of enrollment, the student must achieve a minimum 2.0 semester GPA during each enrollment or raise the GPA to 2.0 or above. This senior suspension exception can be exercised only once per student.

C. Academic Suspension Appeals

Institutions have the discretion to establish an academic suspension appeals procedure. Such procedures should allow appropriate discretion in deserving cases. Academic suspension appeal procedures should require that the suspended student document any extraordinary personal circumstances that contributed to the academic deficiencies. Such events must be highly unusual such as the death of an immediate relative; a serious illness; severe financial distress; direct, significant work conflicts; unexpected, substantial family obligations; or personal crisis. Such appeals decisions should be made only following the thoughtful deliberation of an appropriate committee which may include faculty, students, and administrators. Any institutional policies and procedures developed for the appeal of academic suspension decisions must be submitted to and approved by the State Regents. Annual reports detailing all decisions concerning appeals requests will be submitted to the State Regents.

D. Readmission of Suspended Students

Students who are academically suspended by an institution will not be allowed to reenter the suspending institution for at least one regular semester (fall or spring) except as noted above. Institutions should develop policies and procedures to guide the readmission of suspended students. Such policies should include the provision that suspended students can be readmitted only one time. Such students are readmitted on probationary status and must maintain a 2.0 GPA average each semester attempted while on probation or raise their GPA to the designated level. Should a reinstated student be suspended a second time from the same institution, the student cannot return to the suspending school until such time as the student has demonstrated, by attending another institution, the ability to succeed academically by raising the GPA to the retention standards.

E. Reinstatement of Suspended Students at System Institutions

It is the intent of the State Regents that public higher education opportunities be provided for all citizens with the ability and desire to use these public services. As previously stated, students will not be permitted readmission to the suspending institution for a minimum of one regular semester (fall or spring). However, research indicates that many times students suspended from one institution may succeed in a new academic environment if given the opportunity. As such, institutions may develop a special admission procedure, subject to State Regents' approval, for students who are suspended from other system institutions and who would otherwise qualify for admission to the reinstating institution. Such students would be admitted at the discretion of the receiving institution and such admission would be probationary. Institutions admitting such students should provide the appropriate academic services to facilitate their success.

### 3.9.10 Non-Academic Criteria for Admission

A. In addition to the academic criteria used by institutions in the State System as the basis for student admission, institutions shall consider the following non-academic criteria in deciding whether a first-time applicant or a transfer student shall be granted admission:

1. Whether an applicant has been expelled, suspended, denied admission or denied readmission by any other educational institution.
2. Whether an applicant has been convicted of a felony or convicted of any lesser crime involving moral turpitude.
3. Whether an applicant's conduct has been such that if, at the time of the conduct in question, the applicant had been a student at the institution to which application is made, the course of conduct would have been grounds for expulsion, suspension, dismissal or denial of readmission.

B. If the institution finds that an applicant has any of the above, then the institution shall deny admission to applicant if it decides that any of the events described indicates the applicant's unfitness, at the time of application, to be a student at the institution to which application is made.

If an applicant is denied admission on any of the foregoing grounds, there must be substantial evidence supporting the basis for denial. In addition, the applicant must be afforded adequate procedural safeguards, including the following:

1. Be advised of the ground of the denial.
2. Be informed of the facts which form a basis of the denial.
3. Be afforded an opportunity to be heard.

Institutions should establish a hearing committee or some other appropriate mechanism to guarantee the proper administration of the procedural safeguards outlined above.

# CONCURRENT ENROLLMENT POLICY
# (OSRHE Policy 3.10, 5/21)

## 3.10.3 Eligibility Requirements

A. Admission

A junior or senior high school student may be admitted provisionally to a college or university in the State System. Minimum standards for State System institutions are outlined in the tables below. The ACT score is the final composite score without the writing component and the SAT score is the composite score without the essay component.

A State System institution that wishes to admit a junior or senior high school student, who does not meet one of the applicable criteria detailed below, may submit a request for an exception to allow the student to enroll in a specific course in which the student has demonstrated exceptional ability. An institution shall grant admission to such a student only if the request for an exception is approved by the Chancellor.

1. Students from Accredited High Schools

Students from accredited high schools shall meet one of the criteria listed in the table below. Acceptable exams include:

a. A national ACT or an acceptable national preparatory ACT instrument that is listed in the *Academic Affairs Procedures Handbook*;

b. One residual ACT per year (from November 1 to October 31), which is only valid at the institution at which it was administered; or

c. A national SAT or an acceptable national preparatory SAT instrument that is listed in the *Academic Affairs Procedures Handbook*.

| | | |
|---|---|---|
| ACT/SAT at 50th Percentile<br><br>(ECU=20 ACT) | OR | Unweighted High School GPA 3.0<br>and<br>Class Rank - top 50% |

2. Home Schooled Students and Students from Unaccredited High Schools

Home schooled students and students from unaccredited high schools shall have completed enough high school coursework to be equivalent to an individual who is classified as a junior or senior at an accredited high school and meet the applicable criterion in the table below. Acceptable exams include:

a. A national ACT or an acceptable national predictive model ACT instrument that is listed in the *Academic Affairs Procedures Handbook*;

b. One residual ACT per year (from November 1 to October 31), which is only valid at the institution at which it was administered; or

c. A national SAT or an acceptable national predictive model SAT instrument that is listed in the *Academic Affairs Procedures Handbook*.

| |
|---|
| ACT/SAT at 50th Percentile<br><br>(ECU=20 ACT) |

3. All students must have a signed form from the high school principal or counselor stating that he/she is eligible to satisfy requirements for graduation from high school (including curricular requirements for college admission) no later than the spring of the senior year. Students must also have written permission from a parent or legal guardian.

B. Course Placement and Enrollment

1. Curriculum Requirements

At minimum, concurrent students shall demonstrate college readiness in a particular subject area to be eligible to enroll in a college level course in the corresponding subject area. A high school student not demonstrating college readiness in science reasoning, mathematics, or English will not be permitted enrollment in the corresponding college subject area. A student who is unable to demonstrate college readiness in reading will not be permitted enrollment in any other collegiate course (outside the subjects of science, mathematics, and English). Concurrent enrollment students are prohibited from enrolling in any form of developmental education, including any configuration in which developmental education is embedded within a credit bearing course. A concurrent student shall demonstrate college readiness by:

a. Attaining the requisite subject score on an acceptable ACT exam;

b. Attaining the requisite subject score on an acceptable SAT exam; or

c. Satisfying an entry level assessment and course placement measure that is in accordance with the institution's State Regents approved assessment plan.

2. Workload

A high school student admitted under the provision set forth below may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 19 semester credit hours. A student may enroll in a maximum of nine semester-credit-hours during a summer session or term at a college or university of the State System without the necessity of being concurrently enrolled in high school classes during the summer term. For purposes of calculating workload, one-half high school unit shall be equivalent to three semester-credit-hours of college work. Non-academic high school units are excluded from the workload calculation. Students wishing to exceed these limits may petition the selected higher education institution. The appropriate higher education officials will evaluate the student's academic performance and potential for success in determining the student's load, which may not exceed the number of semester-credit-hours 50 percent greater than the number of weeks in the applicable semester/term. The college should provide appropriate academic advising prior to and continuing throughout the student's enrollment.

3. Academic Calendar

Concurrent enrollment students shall be subject to the higher education institution's academic calendar.

4. Continuing Enrollment

High school students concurrently enrolled in college courses may continue concurrent enrollment in subsequent semesters if they achieve a college grade point average (GPA) of 2.0 or above on a 4.0 scale. Therefore, a concurrent student who fails to achieve the requisite 2.0 college GPA shall not be eligible for concurrent enrollment at any State System institution. Additionally, congruous with the State Regents' Grading policy, if a concurrent enrollment student's college GPA falls within a range that requires one to be placed on academic probation, the academic probationary status shall be notated on the academic transcript. Following high school graduation, a student who has been concurrently enrolled as a high school student may be admitted to the original institution of concurrent enrollment or another institution in the State System if the student meets the college or university's entrance requirements, including the high school curriculum requirements, and subject to the State Regents' retention standards.

### 3.10.4 Dual Credit

Pursuant to 70 O.S. §628.13, when a student earns college credit through concurrent enrollment, school districts shall provide academic credit for any concurrently enrolled higher education courses that are correlated with the academic credit awarded by the institution of higher education. Academic credit shall only be transcripted as elective credit if there is no correlation between the concurrent enrollment higher education course and a course provided by the school district.

### 3.10.5 Collegiate Experience

Concurrent enrollment must include opportunities for high school students to achieve college credit through a collegiate experience. The collegiate experience is evidenced by the rigor and learning outcomes of the course, the qualifications of the faculty delivering the course, and the student's readiness for college. The collegiate experience can be present on- and off-campus and may include:

A. High school students enrolled in a course on a college or university campus with collegiate students including online delivery off-campus.

B. High School students enrolled in an off-campus college or university course, which does not include collegiate students, and offered under the parameters prescribed within the off-campus concurrent enrollment section of this policy.

### 3.10.6 Off Campus Concurrent Enrollment

A. Institutional Requirements

A higher education institution offering an off-campus concurrent course shall have direct oversight of all aspects of such a course. Therefore, a higher education institution that wishes to engage in off-campus concurrent enrollment shall meet the following standards.

1. Course Offerings and Student Expectations

a. Off-campus concurrent enrollment courses shall be the same catalogued courses offered oncampus at the sponsoring higher education institution. Additionally, the course syllabus and student learning outcomes in an off-campus concurrent enrollment course shall be identical to the course syllabus and student learning outcomes that are used when the same course is taught on the sponsoring higher education instituition's campus.

b. Off-campus concurrent enrollment courses shall be of the same content and rigor as the courses offered on-campus at the sponsoring higher education institution.

c. Students enrolled in off campus concurrent enrollment courses shall be held to the same standard of achievement as students in on- campus courses.

2. Off-Campus Geographic Service Areas

a. Consistent with the "home rule" standard in 3.17.13, the primary criterion is that each state institution will have first priority for offering concurrent enrollment services within its approved service area. No institution shall deliver concurrent enrollment services at any site whose location is closer to another institution than the institution desiring to offer the service unless requested by a high school in a shared geographic service area as stipulated below in 3.10.6.A.2.c.

b. When two-year and four-year institutions share a geographic service area, the institution that is closer geographically to the high school campus is the institution that will provide concurrent enrollment services to the high school at the providing institution's approved tuition waiver reimbursement rate. Consistent with 3.17.4.D.1, institutions may offer approved on-campus concurrent enrollment courses within their geographic service area without separate approval by the State Regents.

c. In a shared geographic service area, if the two year institution is closer geographically, but the school district prefers services from a four-year institution, the school district has the option to invite the four-year institution to provide concurrent enrollment services for the district or specified high school. The State Regents will provide the two-year institution's tuition waiver reimbursement rate to the four-year institution for concurrently enrolled students and the school district must fund or secure funding for the difference between the two-year enrollment tuition waiver reimbursement rate and the four year tuition waiver reimbursement rate. This arrangement will be at the four-year institution's discretion, contingent on the institution's available resources to enter into such an agreement and the school district's resources to fund the difference to make up the four-year institution's tuition waiver reimbursement rate.

d. Consistent with 3.17.4.D.2., an institution may offer approved on-campus concurrent enrollment courses outside its geographic service area without separate approval by the State Regents provided that an institutional off-campus agreement exists with the institution closer to the class site and is on file at the State Regents' office. Courses outside an institution's geographic service area shall be for a specified time period as outlined in the off-campus agreement.

3. Faculty Qualifications

a. Faculty teaching off-campus concurrent enrollment courses shall meet the academic requirements for faculty and instructors teaching in the sponsoring higher

education institution as required by the Higher Learning Commission.

b. The appropriate academic administrator at the sponsoring higher education institution shall review credentials and recommend all faculty for approval prior to allowing such individuals to teach an off-campus concurrent enrollment course.

4. Orientation and Professional Development

a. Before teaching an off campus concurrent enrollment course, faculty shall participate in an orientation provided by the sponsoring higher education institution.

b. The sponsoring higher education institution shall provide the faculty teaching the off-campus concurrent enrollment course with professional development opportunities that may include, but need not be limited to: pedagogy, instructional design, course management, and student engagement strategies.

5. Evaluation

a. A faculty member teaching an off-campus concurrent course shall be evaluated in a manner consistent with the sponsoring higher education institution's guidelines for student evaluation of faculty.

b. A faculty member teaching an off-campus concurrent enrollment course shall be evaluated in accordance with the sponsoring higher education institution's policy for evaluation of instruction.

6. Memorandum of Understanding

A state system institution shall create a memorandum of understanding (MOU) with each off-campus location it utilizes to offer a concurrent enrollment course. The MOU shall detail the various expectations, obligations, and responsibilities of both the off-campus entity and the sponsoring higher education institution. A senior level administrator from the off-campus entity and sponsoring higher education institution shall sign the MOU and each entity shall retain a copy of it for record keeping purposes.

## 3.10.7 Early College Programs

A. Institutional Requirements

A higher education institution offering an early college in high school program shall have direct oversight of all aspects of such a program. Therefore, a higher education institution that wishes to engage in early college programs shall meet the following standards.

1. Targeted Admissions Design

a. Early college programs shall be designed with the intent of providing the opportunity to earn a credential beyond high school to traditionally underserved student populations.

b. Students from traditionally privileged populations may benefit as part of an early college program, they should not be the primary beneficiaries of such a program.

c. Institutions must clearly demonstrate the targeted underserved population is receiving the primary benefits of the early college program.

2. Program Design and Benefit to Students

a. An early college program must ultimately lead to a meaningful credential to students to earn in conjunction with their high school degree. Key benefits to such a program should include an overall decreased cost of degree and decreased time to degree for targeted population of program participants.

b. Institutions must clearly demonstrate and report detailed explanations of the discrete benefits the student will have gained after completing the early college program.

3. Student Support

a. Before implementing an early college program, an institution should build a strong partnership with participating high schools.

b. Before implementing an early college program, an institution should carefully design support services for students in the program and readiness tools to ensure the student has requisite educational, emotional and maturity skills necessary for success in college level work while in high school.

c. In recognition of developmental and preparational differences between early college participants and traditional concurrent students, institutions should implement policy and practice to mitigate future negative consequences for students, academically or otherwise, as much as practically possible.

d. Institutions must provide traditional support systems vital to college success to early college student participants.

4. Cost of Participation

a. Institutions must not ask student participants to assume the cost of tuition.

b. Institutions should pursue options to reduce or eliminate cost for student fees and books for participants.

c. Before implementing an early college program, institutions must provide a comprehensive plan detailing how the program will be financed, including plans to assure access and eliminate any financial burden for student participants.

d. If institutions rely on potential supporters and financial partners to finance the early college program, firm written commitments must be in place before the program is launched.

### 3.10.8 Reporting

A. State Regents' staff will use the Unitized Data System (UDS) to annually report the following to the State Regents:

1. Number of all concurrent enrollment credit hours attempted and completed;
2. Average grade point average of all concurrent enrollment students;
3. Number of concurrent enrollment credit hours attempted and completed by students who specifically participated in off-campus concurrent enrollment courses; and
4. Average grade point average of concurrent enrollments students who specifically participated in off-campus concurrent enrollment courses
5. Number of concurrent enrollment credit hours attempted and completed by students who specifically participated in an early college program.
6. Average grade point average of concurrent enrollment students who specifically participated in an early college program.
7. Number of degrees or certificates awarded to students who specifically participated in an early college program.
8. Demographic information demonstrating targeted underserved populations benefitting from and being served by an early college program.

B. To ensure a commitment to meeting the requirements in the off-campus concurrent enrollment section of this policy, institutions that conduct off-campus concurrent enrollment shall annually submit:

1. A copy of each signed off-campus concurrent enrollment MOU; and
2. A list of all faculty teaching off-campus concurrent enrollment, including the courses taught as well as his/her academic qualifications.

## Financial Aid Satisfactory Academic Progress Policy (SAP)

Federal regulations require that all recipients of federal financial must maintain satisfactory academic progress toward a degree. This policy must be as stringent as our policy for non-recipients of federal student aid, therefore, this policy is applied to all students. Students applying for assistance through the following programs: Federal Pell Grant, Federal SEOG, Federal Work Study, Oklahoma Tuition Aid Grant (OTAG), Oklahoma's Promise (OHLAP), Perkins Loan, Direct Subsidized Stafford Loan, Direct Unsubsidized Stafford Loan, Direct Parent PLUS Loan, and Direct Graduate PLUS Loan must meet THREE requirements to maintain their financial aid eligibility at ECU:

1. GPA (quality of work)
2. Pace (amount of hours earned/amount of hours attempted)
3. Maximum hours (allowed to complete a degree)

These three requirements are summarized in the following chart. Failure to meet ALL of these minimum academic standards will result in the loss of financial aid eligibility. Students are expected to know, based on this Satisfactory Academic Progress Policy, when they may be placed on financial aid warning, probation, or suspension. Satisfactory academic progress is reviewed at the end of each academic semester once grades have been posted.

| Undergraduate Classes | | Graduate Classes | |
|---|---|---|---|
| Total Hors Attempted from all Institutions | 1-30 | 31- up | All |
| Minimum Cumulative GPA<br><br>Each student must meet a minimum cumulative grade point average to remain eligible for federal student aid. Zero level courses and repeat courses will not count in the calculation of the GPA. | 1.70 | 2.00 | 3.00 |
| Minimum % of Total Hours Successfully Completed (Pace)<br><br>Students must successfully complete and pass 67% of all<br><br>courses they attempt. (See Grades) All transfer, zero level, and repeat hours are included in this calculation. | 67% | 67% | 67% |
| Maximum Total Hours Attempted Allowed for Earning a Degree<br>Students must complete their degree program within an allotted time frame to remain eligible for financial aid. The chart indicates the time frame in which a degree must be acquired. Be aware that hour limits are cumulative; therefore, all hours from all institutions attended will be included, even if a student did not receive federal student aid. The Financial Aid Office recommends that students who have attempted 150 hours toward their first Bachelor's degree contact the Admissions & Records Office to complete a degree check to ensure they are taking the courses necessary to complete their degrees. (See Grades) Once students reach their maximum time frame for their specific program, they are no longer eligible for federal student aid, except by appeal. (Students must be accepted into a graduate program to receive aid for graduate hours.) | 186- Bachelor Degree<br><br>240- 2nd Bachelor Degree | | 48 - 1st Master's Degree<br><br>Education 48<br><br>Human Resources 54<br><br>HR Counselor 90<br><br>Rehab Counselor 90<br><br>Criminal Justice 54<br><br>Psych Services 90<br><br>80 - 2nd Masters including 48 for 1st Masters |

# UNDERGRADUATE TRANSFER AND ARTICULATION POLICY (OSRHE Policy 3.11, 10/19)

## 3.11.3 Admission of Transfer Students From Degree-granting Institutions

A. Admission by Transfer within the State System

Undergraduate students entering a State System institution by transfer from another State System institution must meet one of the following:

1. Students originally meeting both the high school curricular requirements and academic performance standards of the institution to which the student wishes to transfer must have a GPA high enough to meet the institution's retention standards as defined in the State Regents' *Institutional Admission and Retention* policy.

2. Students originally meeting the high school curricular requirements but not the academic performance standards of the institution to which the student wishes to transfer must have a GPA high enough to meet the institution's retention standards based on at least 24 attempted semester credit hours of regularly graded (A, B, C, D, F) college work.

3. Students originally meeting the performance but not the curricular requirements of the institution to which the student wishes to transfer must have a GPA high enough to meet that institution's retention standards as defined in the State Regents' *Institutional Admission and Retention* policy and must also complete the curricular requirements before transferring.

4. A student originally meeting neither the curricular nor the performance requirements of the institution to which the student wishes to transfer must have a GPA high enough to meet the institution's retention standards based on at least 24 attempted semester credit hours of regularly-graded (A, B, C, D, F) college work and must also complete the curricular requirements of the institution to which the student wishes to transfer before transferring.

B. Admission by Transfer from Non-State System, Degree-granting Institutions

Undergraduate students wishing to transfer from non-State System institutions to an institution in the State System may do so by meeting the entrance requirements of the receiving institution as outlined in the State Regents' *Institutional Admission and Retention* policy; and also meet the following:

1. Transcripts of record from colleges and universities accredited by the HLC or other regional associations will be given full value.

   a. Each undergraduate applicant must be in good standing in the institution from which the applicant plans to transfer.

   b. Each undergraduate applicant must have made satisfactory progress (an average grade of "C" or better or meet this policy's current retention standards, whichever is higher) in the institution from which the applicant plans to transfer.

2. Transcripts of record from degree-granting institutions accredited by a national association are subject to review and may transfer on a course-by-course basis.

   a. Each applicant must meet the conditions of 1.a and 1.b above.

3. Transcripts of record from degree-granting institutions not accredited by a regional or national association may be accepted in transfer when appropriate to the student's degree program and when the receiving institution has had an opportunity to validate the courses or programs.

   a. Each undergraduate applicant must meet the conditions of 1.a and 1.b above.

   b. Each undergraduate applicant who meets 1.a and l.b above will also be required to validate the transferred credit by successful completion (an average of "C" or better) of 12 or more semester credit hours at the awarding institution.

C. Non-native Speakers of English

Transfer students who are non-native speakers of English must meet the same transfer admission standards as outlined in 3.11.3 subsection A or B, dependent upon their educational background or have attended a college or university where English is the primary teaching language in a country where English is a primary language and that is recognized by professional organizations in the U.S. involved in admissions and international education for a minimum of 24 semester credit hours with passing grades and also meet other transfer requirements.

Student with less than 24 hours from a college or university where English is the primary teaching language in a country where English is a primary language and that is recognized by professional organizations in the U.S. involved in admissions and international education must meet the language requirements for first-time undergraduate students.

D. Transfer Probation

Students who do not meet the academic criteria including curricular requirements in section A or B above, but have not been formally suspended, may be admitted as transfer probation students. Institutions may develop policies and procedures, subject to State Regents approval, to guide the admission of transfer students who do not meet the requirements. Such policies should include that these students are admitted on probation and must maintain a 2.0 GPA average each semester while on probation or raise their GPA to the designated level, as detailed in the State Regents' *Institutional Admission and Retention* policy. Any transfer probation student with curricular deficiencies must remove the deficiencies within the first 12 hours of enrollment. Additionally, it is expected that institutions will provide the appropriate academic support services to assist such students in achieving academic success.

E. Higher Standards

The University of Oklahoma (OU) and Oklahoma State University (OSU) are authorized by the State Regents to assume higher standards for admission by transfer. Standards for the admission of students as stated above are considered

minimum. Institutions may request higher standards.

### 3.11.4 Transfer of Course Work Within the State System from Degree-granting Institutions

The following guidelines for transfer of students among institutions have been adopted for the State System.

A. A student who has completed the prescribed lower-division requirements of a State System institution developed in accordance with the standards set forth in the State Regents' *Undergraduate Degree Requirements* policy may transfer into a baccalaureate degree program at any senior institution of the State System and be assured of completing his or her program in sequential fashion. Senior institutions may, with the approval of the State Regents, require that transferring students complete additional general education work for the degree. However, such additional work shall be programmed as a part of the upper division requirements of the senior institution in order that any student shall be able to complete a baccalaureate program in a number of semester hours equal to the total specified for graduation published in the receiving institution's official catalog.

B. It is understood, however, that it might be necessary for certain students to take additional courses in general education to meet minimum professional certification requirements as defined by the state. It is also understood that the completion of these requirements does not preclude requirements of senior institutions of particular GPAs for admission to professional departments or fields.

C. It is further understood that it is the responsibility of the transferring institution to provide adequate counseling to enable a student to complete during the freshman and sophomore years those lower-division courses which are published prerequisites to pursuit of junior level courses of his or her chosen major disciplinary field.

D. The baccalaureate degree in all Oklahoma senior-level institutions shall be awarded in recognition of lower-division (freshman and sophomore) combined with upper-division (junior and senior) work. If a student has completed an AA or AS degree, the lower-division general education requirement of the baccalaureate degree shall be the responsibility of the institution awarding the associate degree, providing the general education requirements specified herein are met. If, for any reason, a student has not completed an associate degree program prior to his or her transfer to another institution, the general education requirements shall become the responsibility of the receiving institutions. However, the receiving institution will recognize general education credit for all transfer courses in which a reasonable equivalency of discipline or course content exists with courses specified as part of general education at the receiving institution, provided that there is an appropriate correspondence between the associate degree and the baccalaureate degree being sought.

E. If a student has completed general education courses at a baccalaureate degree-recommending institution within the State System, the receiving baccalaureate institution will recognize general education credit for all courses in which a reasonable equivalency or discipline or course content exists with courses specified as part of general education at the receiving institution, provided that there is an appropriate correspondence of disciplinary study.

F. Lower-division programs in all state institutions enrolling freshmen and sophomores may offer introductory courses which permit the student to explore the principal professional specializations that can be pursued at the baccalaureate level. These introductory courses shall be adequate in content to be fully counted toward the baccalaureate degree for students continuing in such a professional field of specialization. The determination of the major course requirements for a baccalaureate degree, including courses in the major taken in the lower division, shall be the responsibility of the institution awarding the degree. However, courses classified as upper-division courses generally taken by sophomores at senior institutions, even though taught at a community college as lower-division courses, should be transferable as satisfying that part of the student's requirement in the content area.

G. Courses offered at the freshman or sophomore (1000 or 2000) level at baccalaureate degree-recommending institutions may be offered at a community college provided that such courses are included in the community college's approved instructional program.

H. Other associate degrees and certificates may be awarded by institutions for programs which have requirements different from the aforementioned degrees, or a primary objective other than transfer. Acceptance of course credits for transfer from such degree or certificate programs will be evaluated by the receiving institution on the basis of applicability of the courses to the baccalaureate program in the major field of the student. Each receiving institution is encouraged to develop admission policies that will consider all factors indicating the possibility of success of these students in its upper division.

I. Each baccalaureate degree-recommending institution shall list and update the requirements for each program leading to the baccalaureate degree and shall publicize these requirements for use by all other institutions in the State System. Each baccalaureate degree-recommending institution shall include in its official publications (whether print or electronic) information stating all lower-division prerequisite requirements for each upper-division course. All requirements for admission to a university, college, or program should be set forth with precision and clarity. The degree requirements in effect at the time of the student's initial full-time enrollment in any State System college or university shall govern lower-division prerequisites, provided that the student has had continuous enrollment in the State System as defined in the official college or university publications.

J. Institutions are encouraged to publish, distribute, and keep current transfer guides. The transfer guides should include institutional procedures for the evaluation of course equivalency and a description of the appeals process. A system wide course transfer matrix is maintained online and updated annually by the State Regents.

K. Credit for prior learning, once recorded at a State System institution, is transferable on the same basis as if the credit had been earned through regular study at the awarding institution. See the State Regents' *Credit for Prior Learning* policy.

L. State System institutions may determine course equivalencies through various methods, including articulation agreements, institutional evaluation of individual courses, as well as through the Course Equivalency Project. Courses listed under the same Common Course category on the Course Equivalency Project Matrix shall be accepted by all institutions listed in that category as equivalent for the academic year during which those institutions' courses are listed. By participating in the same process as State System institutions, independent degree-granting institutions based in Oklahoma may list courses on the Course Equivalency Project Matrix.

1. The Course Equivalency Project Matrix is updated each academic year. Detailed information regarding the process may be found in the *Academic Affairs Procedures Handbook*.

2. The Course Equivalency Project Matrix is updated each academic year. Detailed information regarding the process may be found in the *Academic Affairs Procedures Handbook*.

3. Courses listed on the Course Equivalency Project Matrix satisfy content requirements for all courses listed within the same Common Course category; however, all degree requirements listed in the State Regents' *Undergraduate Degree Requirements* policy must be met before the degree may be awarded.

### 3.11.5 Transfer of Course Work from Oklahoma Technology Centers Through the Statewide Articulation Agreement

State System institutions may accept transfer credit for Oklahoma technology centers as part of a Cooperative Agreement Program (CAP) throught the Statewide Articulation Agreement. The purpose of the Statewide Articulation Agreement is to expand, not outsource through contractual arrangement (see *Contractual Arrangements Between Higher Education Institutions and Other Entities* policy) or prior learning assessment (see C*redit for Prior Learning* policy), student access to Oklahoma's educational opportunities. The Statewide Articulation Agreement includes a list of technical courses which meet technical major degree requirements at participating State System of Higher Education institutions, and which will be accepted in transfer from Oklahoma technology centers towards a college technical certificate, an associate in applied science degree, or a technology baccalaureate degree. The Statewide Articulation Agreement strengthens the education and training programs that lead to employment in occupational and technical fields in Oklahoma.

A. Principles. The Statewide Articulation Agreement will:

1. Adhere to academic educational standards and policies as specified by the State Regents for Higher Education and the ODCTE.

2. Inform students about the participating higher education institutions offering technical certificate and degree programs for which technical courses from an Oklahoma technology center are listed on the Statewide Technical Course Articulation Matrix. These courses may be applicable for technical degree major requirements or technical degree major electives, but not as general elective credit.

3. Facilitate articulation with an uninterrupted sequence of learning experiences for technology center students.

4. Provide students who are enrolled in technology center courses and programs included on the Statewide Technical Course Articulation Matrix the opportunity to continue their educational careers in higher education.

5. Ensure the efficient use of public resources and expand access to educational services.

B. Requirements for College Course Transfer Credit

1. Students who successfully complete Oklahoma technology center courses and/or programs listed on the Statewide Technical Course Articulation Matrix may earn college transfer credit in only those technical courses approved under the conditions listed below. Students must:

   a. Provide an official transcript from the technology center that includes all essential elements to document the completed technical course(s). Essential elements of a transcript are detailed in the State Regents' *Academic Affairs Procedures Handbook*.

   b. Achieve a minimum passing grade, as determined by the accreditation, licensure, or other programmatic requirements of the State System institution, for technical course work listed on the Statewide Technical Course Articulation Matrix, clearly documented on an official technology center transcript.

   c. Be admitted to the participating State System institution. Technical course credit earned through the Statewide Technical Course Articulation Agreement will be posted on the official college transcript as a grade of "S" or "P" at the receiving institution. All technical credit awarded through the Statewide Articulation Agreement shall be appropriately identified by source and method on the official college transcript.

C. Procedures

1. The institutional President must submit a "letter of intent" to initiate a new request for courses to be added to the Statewide Technical Course Articulation Matrix. The Chancellor will then inform the other institutional Presidents of this request and provide the opportunity to request copies of the new technical course request when received, as well as submit comments, questions and protests. Institutions will have 45 calendar days from the date of the systemwide "letter of intent" to request a copy of the new course request for review. The "letter of intent" does not entail a commitment on the part of an institution to add courses to the Statewide Technical Course Articulation Matrix or on the part of the State Regents to approve the proposed courses. The "letter of intent" will be active for a period of six months and must be received by the Chancellor at least 30 days prior to the new course request. The "letter of intent" must indicate the academic program into which the credit will be accepted, a listing of both the technology center courses being proposed for transfer as well as the higher education courses which the content satisfies, and the name and location of each technology center where the proposed courses are being taught. The "letter of intent" will remain active for six months following the receipt of the "letter of intent." If the institution's request to add new courses to the Statewide Technical Course Articulation Matrix is not received during the six month time period following the receipt of the "letter of intent," a new "letter of intent" must be initiated. After being received, requests to add new courses to the Statewide Technical Course Articulation Matrix not acted upon by the State Regents within one year will be declared

# IN-STATE/OUT-OF-STATE STATUS OF ENROLLED STUDENTS POLICY (OSRHE Policy 3.18, 5/21)

## 3.18.1 Purpose

Oklahoma statute 70 O.S., Supp. 2003, §3218.2 authorizes the State Regents to establish tuition and fees charged at public institutions to in-state/out-of-state postsecondary students. This policy statement establishes definitions, principles, criteria, and guidelines to assist institutional officials in the classification of postsecondary students as in-state/out-of-state students. Also, the policy statement should be helpful to prospective students in the determination of their in-state/out-of-state status prior to enrollment or for those out-of-state students seeking to be reclassified as in-state. Determination of in-state status for purposes of attendance at an institution in the state is based primarily on domicile as defined below.

Since 1890, it has been public policy in Oklahoma to provide comprehensive, public higher education opportunities for citizens to improve themselves, to upgrade the knowledge and skills of the Oklahoma work force, and to enhance the quality of life in Oklahoma generally. Therefore, residents of Oklahoma are afforded subsidies covering a portion of their educational costs at state colleges and universities. Out-of-state students are also provided educational subsidies, although at lower levels than those provided for permanent in-state students.

Out-of-state tuition waivers provide Oklahoma institutions the ability to attract and graduate out-of-state students with academic abilities and talents who contribute to the economic development, vitality and diversity of the state's campuses. Additionally, Oklahoma institutions located near the state's borders are especially sensitive to serving demographic areas where population, tax dollars, property ownership, etc., cross state borders frequently. Out-of-state tuition waivers allow institutions to serve the community and surrounding area to the benefit of the institution and its students without detriment to Oklahoma residents.

## 3.18.2 Definitions

The following words and terms, when used in the Chapter, shall have the following meaning, unless the context clearly indicates otherwise:

"Dependent Person" is one who is under the care, custody, and support of a parent or legal guardian.

"Domicile" is a person's true, fixed, permanent home or habitation. It is the place where he or she intends to remain and to which he or she expects to return. A person can have more than one residence, but only one domicile. Domicile has two components -- residence and the intent to remain. When these two occur, there is domicile.

"Documented foreign national" is a person who was born outside the jurisdiction of the United States (U.S.), is a citizen of a foreign country, and has not become a naturalized U.S. citizen under U.S. law, but has entered the U.S. by way of legal documentation such as a visa.

"Full-Time Professional Practitioner or Worker" is a U.S. Citizen or Lawful Permanent Resident who has come to Oklahoma to practice a profession on a full-time basis, conduct a business full-time, or work on a full-time basis.

"Full-Time Student" is an undergraduate student enrolled in a minimum of 12 credit hours per semester in an academic year or a minimum of six credit hours in a summer session. A full-time graduate student is one enrolled in a minimum of nine credit hours per semester or as required by the institution.

"Home of Record" is the location where the reservist enlisted, reenlisted, or was commissioned into the military.

"Independent person" is one who is responsible for his or her own care, custody, and support.

"In-state" status is a classification for a postsecondary student who has lived continuously in Oklahoma for at least 12 months not primarily as a postsecondary student and has established domicile in Oklahoma or meets requirements associated with in-state status including sections 3.18.4, 3.18.7 and 3.18.9. Students classified upon admission as in-state are eligible to apply for state scholarship and financial aid programs.

"Lawful permanent resident" is a naturalized alien who has been granted official immigration status as a lawful permanent resident of the U.S. This is evidenced by a lawful permanent resident card (also called a "green card").

"Out-of-state" status means an individual does not meet in-state requirements defined in this policy unless otherwise allowed by exceptions or provisions in policy.

"Out-of-state tuition waiver" is the portion of tuition that is waived in excess of that paid by students classified as in-state. This is referred to as "Nonresident Tuition Waiver" in State Regents' *Fiscal* policy.

"Undocumented student" is a person who was born outside the jurisdiction of the U.S., is a citizen of a foreign country, and has not become a naturalized U.S. Citizen under U.S. Law and has entered the U.S. without documentation. Refer to 3.18.6

"Uniformed services" means the Army, Navy, Air Force, Marine Corps, Coast Guard, National Oceanic and Atmospheric Administration, and Public Health Service.

"U.S. Citizen" is a person born in the United States, a U.S. Territory or former U.S. Territory or who has been granted citizenship by the U.S. Government.

## 3.18.3 Principles

As part of the admissions process, institutions are responsible for determining students' in-state/out-of-state status consistent with this policy. Administrators interview students, review documentation and are in the best position to determine whether the student may be classified as in-state. Each institution must designate an appropriate administrative official (most often the Admissions Officer) as responsible for administration of this policy. Clarification and additional information including documentation examples and frequently asked questions are in the *Academic Affairs Procedures*

*Handbook*.

The burden of proof to establish in-state status shall be upon the student. Since residence or domicile is a matter of intent, each case will be judged on its own merit by the appropriate administrative official(s) consistent with this policy. Mere assertion by a student such as checking "In-State" on the application for admission is insufficient. The appropriate administrative official must review relevant documents, consider the policy principles and procedures, circumstances, and documentation to determine in-state status. While no set criteria, documentation, or set of circumstances can be used for this purpose, the principles outlined below guide the process.

A. Attendance at a postsecondary educational institution, albeit a continuous and long-term experience, does not establish in-state status. Therefore, a student neither gains nor loses in-state status solely by such attendance.

B. Students attending an Oklahoma college or university may perform many objective acts, some of which are required by law (i.e. payment of taxes), and all of which are customarily done by some out-of-state students who do not intend to remain in Oklahoma after graduation, but are situational and necessary and/or voluntary (i.e. registering to vote, obtaining a driver's license). Such acts and/or declarations alone are insufficient evidence of intent to remain in Oklahoma beyond the college experience.

C. An out-of-state student attending an Oklahoma college or university on more than a half-time basis is presumed to be in the state primarily for educational purposes.

D. An individual is not deemed to have acquired in-state status until he or she has been in the state for at least a year primarily as a permanent resident and not primarily as a student and has established domicile. Likewise, an individual classified as in-state shall not be reclassified as out-of-state until 12 months after leaving Oklahoma to live in another state.

E. Unless residency has been established in another state, an individual who resided in Oklahoma at the time of graduation from an Oklahoma high school and has resided in the state with a parent or legal guardian for two years prior to graduation from high school will be eligible for in-state status and as allowed in 3.18.7 and 3.18.8.

F. Each spouse in a family shall establish his or her own status on a separate basis. Exceptions include the following: when an out-of-state status individual marries a person with in-state status, the out-of-state individual may be considered in-state after documentation of the marriage and proof of domicile are satisfied without the 12 month domiciliary waiting period, and as provided in sections 3.18.7 or 3.18.8.

G. Initial classification as out-of-state shall not prejudice the right of a person to be reclassified thereafter for following semesters or terms of enrollment as in-state provided that he or she establish domicile as defined in this policy. Institutions must establish procedures for students to appeal out-of-state status classification.

H. Institutions may, but are not required, to waive out-of-state tuition (also known as Nonresident Tuition Waiver) in accordance with current State Regents' *Tuition and Fees* policy 4.18.5.B that allows any institution in the State System to waive a portion of the out-of-state tuition which amount shall not exceed the difference between out-of-state tuition and the amount paid by in-state students.

I. When a student transfers from one institution to another, the institution to which the student transfers is not bound by the in-state/out-of-state classification previously determined and may request documentation to determine the student's in-state/out-of-state status.

### 3.18.4 Dependent and Independent Persons

A. The legal residence of a dependent person is the postsecondary student's parents or the residence of the parent who has legal custody or the parent with whom the student habitually resides. If the student is under the care of those other than the parents, the legal residence is that of the student's legal guardian.

B. In-state/out-of-state classifications of postsecondary students with extenuating circumstances (e.g., divorced parents with joint custody when one parent or legal guardian lives out-of-state and/or claimed as a dependent on a tax return, etc.) may be considered on a case-by-case basis. Guidance for administrative officers charged with classifying students will be provided in the procedures manual.

C. A dependent person may establish independent person status through circumstances including, marriage, formal court action, abandonment by parents, etc. To qualify, a dependent person must have completely separated from the parental or guardian domicile and prove that such separation is complete and permanent. Additionally, the individual must provide evidence that they are responsible for their housing and living expenses. Mere absence from the parental or guardian domicile is not proof of its complete abandonment. If an applicant can provide adequate and satisfactory evidence of independent status and domicile, they may be granted in-state status.

D. If an independent person can provide evidence of coming to Oklahoma to establish domicile, the applicant may be granted in-state status at the next enrollment occurring after expiration of 12 months following establishment of domicile in Oklahoma.

### 3.18.5 Documented Foreign Nationals

Documented foreign nationals may attend as postsecondary students if they have appropriate educational visas. These individuals are eligible for in-state classification if they become lawful permanent residents, have resided in Oklahoma for at least 12 consecutive months, and meet domicile requirements as set forth in this policy.

Documented foreign nationals who are present in the U.S. with visas that allow full-time employment for extraordinary ability in sciences, arts, education, business, athletics, as an executive, manager, or specialist of a treaty nation company operating in the U.S. are eligible for out-of-state tuition waivers as long as they remain in full-time working status. Dependents of these documented foreign nationals who are lawfully present in Oklahoma based on the documented foreign national's visa are also eligible for out-of-state tuition waivers.

### 3.18.6 Undocumented Students

Pursuant to Title 70, O.S., Section 3242 (2007) (also known as HB1804 of the First Regular Session of the 51st Legislature), an individual who cannot present to the institution valid documentation of United States nationality or an immigration status permitting study at a postsecondary institution but who:

A. Graduated from a public or private Oklahoma high school;

B. Resided in this state with a parent or legal guardian while attending classes at an Oklahoma public or private high school in this state for at least two (2) years prior to graduation; and

C. Satisfies admission standards for the institution.

Individuals who meet the above requirements are eligible for enrollment and/or out-of-state tuition waivers if that individual:

1. Provides the institution with a copy of a true and correct application or petition filed with the United States Citizenship and Immigration Service (USCIS) to legalize the student's immigration status, or

2. Files an affidavit with the institution stating that the student will file an application to legalize his or her immigration status at the earliest opportunity the student is eligible to do so, but in no case later than:

   a. One (1) year after the date on which the student enrolls for study at the institution, or

   b. If there is no formal process to permit children of parents without lawful immigration status to apply for lawful status without risk of deportation, one (1) year after the date the USCIS provides such a formal process, and

3. If the student files an affidavit pursuant to subsection B. above, presents to the institution a copy of a true and correct application or petition filed with the USCIS no later than:

   a. One (1) year after the date on which the student enrolls for study at the institution, or

   b. If there is no formal process to permit children of parents without lawful immigration status to apply for lawful status without risk of deportation, one (1) year after the date the USCIS provides such a formal process, which copy shall be maintained in the institution's records for that student.

4. Any student who completes and provides the institution with a copy of a true and correct application or petition filed with USCIS to legalize the student's immigration status shall not be disqualified on the basis of the student's immigration status from any scholarships or financial aid provided by this state as long as the student meets the following:

   a. Graduated from a public or private Oklahoma high school;

   b. Resided in this state with a parent or legal guardian while attending classes at an Oklahoma public or private high school in this state for at least two (2) years prior to graduation; and

   c. Satisfies admission standards for the institution.

5. This policy shall not impose any additional conditions to maintain eligibility for an out-of-state tuition waiver at a postsecondary educational institution within The Oklahoma State System of Higher Education on a student who was enrolled in a degree program and first received an out-of-state tuition wavier and/or access to state scholarships at that institution during the 2006-2007 school year or any prior year

### 3.18.7 Uniformed Services and Other Military Service/Training

The following section is compliant with 38 U.S.C, Section 3679(c) and 70, O.S., Section 3247.

A. Active Uniformed Services

The following shall be eligible for in-state status:

1. Members of the uniformed services, along with their dependent children and spouse, who provide evidence that they are full-time active duty status of more than thirty (30) days in the uniformed services stationed in Oklahoma or temporarily present through military orders. Further, when members of the armed services are transferred out-of-state, the member, their spouse and dependent children shall continue to be classified as in-state as long as they remain continuously enrolled.

2. Regardless of the residency of the student, dependent children or spouse of a person who is currently serving as a member of the active uniformed services of the United States on full-time active duty status of more than thirty (30) days for whom Oklahoma is the home of record.

3. A person who files with the institution within the State system at which he/she intends to register a letter of intent to establish residence in the state and who

   a. is entitled to educational or training assistance under Section 3319 of Title 38 of the United States Code by virtue of a relationship to a person who is currently serving on active duty; and

   b. resides in the state while enrolled in the institution, regardless of the student's formal state of residence state or the active service member's home of record.

4. Former full-time active uniformed services personnel who remain in Oklahoma after their service may retain their in-state status without the 12 month requirement if they establish domicile as defined in this policy.

B. Discharged or Released from Active Uniformed Service (Regardless of the Home of Record)

A student who files with the institution within the State System at which the student intends to register a letter of intent to establish residence in the state and who resides in the state while enrolled in the institution shall be eligible for in-state status (i.e., in-state tuition), regardless of the residency of the student or home of record, if the student:

1. Is a person who:

   a. was discharged or released from a period of not fewer than ninety (90) days of active duty uniformed service, and

   b. is pursuing a course of education with educational assistance under Chapters 30 or 33 of Title 38 of the United States Code while living in Oklahoma;

2. Is a person who:

   a. is entitled to assistance under Section 3319 of Title 38 of the United States Code by virtue of a relationship to a person who was discharged or released from a period of not fewer than ninety (90) days of active duty uniformed services, and

   b. enrolls in the course(s) concerned within five (5) years of the date the related person was discharged or released from a period of not fewer than ninety (90) days of active duty uniformed services; or

3. Is a person who:

   a. is entitled to assistance under Section 3311(b)(9) of Title 38 of the United States Code by virtue of a relationship to a person who died in the line of duty while serving in the active duty uniformed services.

4. Is a person who:

   a. is pursuing a course of education with educational assistance under Chapter 31 of Title 38 of the United States Code.

C. Discharged or Released from Active Uniformed Service (Oklahoma Home of Record)

Person, or dependent children or spouse of a person, who was discharged or released from a period of not fewer than ninety (90) days of active uniformed service, less than five (5) years before the date of enrollment in the course(s) concerned and for whom Oklahoma is the home of record.

D. Military Reserve Member on Full-Time Active Duty

Regardless of the residency of the student, dependent children or a spouse of a person who is currently serving as a member of the military reserve on full-time active duty of more than thirty (30) days and for whom Oklahoma is the home of record shall be eligible for in-state status.

E. Reserve Officer Training Corps (ROTC)

A person who is participating in or has received a partial or full scholarship from the Air Force, Army, or the Navy/ Marines ROTC shall be eligible for in-state status.

F. To be eligible for in-state status as provided in 3.18.7.A, 3.18.7.B, 3.18.7.C, 3.18.7.D, and 3.18.7.E and to maintain eligibility, the student shall:

1. Have secured admission to and enrolls full-time or part-time in a program of study; and

2. Satisfy admission and retention standards.

G. A student who meets the eligibility requirements for in-state status shall maintain in-state status if the student remains continuously enrolled at an institution within the State System after the student:

1. As described in 3.18.7.A or 3.18.7.D, is discharged or released from active duty service;

2. As described in 3.18.7.B.1, 3.18.7.B.2 or 3.18.7.C, exceeds the five-year period after being discharged or released from active duty uniformed service;

3. As described in 3.18.7.B.1 or 3.18.7.B.4 has exhausted education assistance provided under Chapter 30, 31 or 33 of Title 38 of the United States Code; or

4. As described in 3.18.7.A.3 or 3.18.7.B.2 has exhausted education assistance provided under Section 3319 of Title 38 of the United States Code.

5. As described in 3.18.7.B.3 has exhausted education assistance provided under Section 3311(b)(9) of Title 38 of the United State Code.

### 3.18.8 Full-Time Professional Practitioner or Worker

A U.S. citizen or Lawful Permanent Resident who provides evidence of having come to Oklahoma to practice a profession on a full-time basis, conduct a business full time, or work on a full-time basis shall be immediately classified as in-state status along with the individual's spouse and dependents without the 12 month domiciliary requirement so long as they continue in such full-time employment capacity or until such time that they independently establish in-state status as described in section 3.18.3 of this policy.

A full-time professional practitioner or worker who is temporarily assigned to another location but maintains domicile in Oklahoma shall be considered to have in-state status along with the practitioner's spouse and dependent children.

# STUDENT ASSESSMENT AND REMEDIATION POLICY
# (OSRHE Policy 3.20, 10/15)

## 3.20.3 Principles

A. Improvement of Teaching and Learning

For the purpose of improving teaching and learning, each college and university shall assess students using criteria approved by the State Regents and including at least the following four categories: (1) entry level to determine academic preparation and course placement; (2) general education assessment; (3) academic program learning outcomes assessment; and (4) student engagement and satisfaction. Assessment applies to all students including those admitted through adult admission (refer to *Adult Admission in the Institutional Admission and Retention* policy). Assessment will be consistent with the HLC Criteria for Accreditation and Core Components and consistent with 3.7 *Academic Program Review*.

B. Accountability and Institutional Effectiveness

Assessment for accountability and institutional effectiveness should, whenever possible, be compared to external benchmarks. Data in each category of assessment will be reported to the State Regents annually and will include detailed information designed to demonstrate the effectiveness of the assessments consistent with the mission and programs of the institution. Reports may include the annual student assessment report and national assessment reports for comparing institutions and State Systems.

As institutions develop criteria and select assessment measures that demonstrate institutional effectiveness, each assessment should be coordinated and complement the improvement of teaching and learning. Institutions should evaluate the validity and reliability of the assessments.

In recognition of varying institutional missions and student populations served, assessment for accountability and institutional effectiveness should include the institutional characteristics that produce the most meaningful comparisons and useful information for improvement. Assessment programs should also consider the needs of special populations in the development of policies and procedures.

C. Developmental Education

Certain disciplines, most notably English, mathematics, and science, build on requisite knowledge. College courses in such disciplines assume a student knowledge base gained in high school or other previous academic experiences. It is therefore imperative that students not enroll in college-level courses in the fields when lacking that knowledge.

Students should not enroll in college-level courses, such as history or other elective courses, without a necessary foundation in reading and writing.

Students, who can demonstrate competency in an academic field, even though they did not take the required course(s) in high school, will have the curricular deficiency waived. Such students will be allowed to enroll in the respective discipline's college-level courses.

Within the State System, the community college tier is officially designated as responsible for developmental education. Although institutions in other tiers, with the exception of regional universities with assigned community college functions, do not have this developmental education responsibility, such institutions may also offer developmental education.

Developmental education at all state system institutions shall be fully supported through student fees.

## 3.20.4 Entry Level Assessment and Course Placement

A. High School Curricular Requirements

The State Regents' *Institutional Admission and Retention* policy lists high school curricular requirements for admission to programs leading to associate in arts, associate in science, associate in applied science, and baccalaureate degrees. The policy requires institutions admitting students with one or more curricular deficiencies to provide the means to satisfy those deficiencies and to remediate these deficiencies within the first 24 college-level credit hours attempted.

Students with curricular deficiencies in English, mathematics, reading, and science who fail to demonstrate adequate curricular competence through a minimum ACT subject score or institutional secondary assessment will be required to participate in developmental education designed to remedy the deficiency.

Students must achieve a competency equivalent to a "C" or better to remove the deficiency.

Students with a curricular deficiency in history or citizenship skills, who present an ACT reading subject score at or above the specified level or who score at the designated level on any approved secondary institutional reading assessment instrument, may be admitted as regular admission students. These students will be required to complete an additional three-hour college-level history or citizenship skills course to make up the high school deficiency.

Students with an elective deficiency may also be admitted as regular admission students as specified in the State Regents' *Institutional Admission and Retention* policy, but will be required to take an additional three-hour collegiate course in an elective subject area(s).

These course placement requirements will be communicated regularly to high school students, parents, school teachers, counselors and administrators for the purpose of informing them of the proficiency levels in the basic academic skills areas needed to be adequately prepared for college-level work.

B. Basic Academic Skills Requirements

Student competency may be demonstrated and deficiencies removed in basic academic skills English, mathematics, reading and science—through the use of State System ACT scores in the four subject areas of science, English, and mathematics and reading, or high school assessments predictive of college course success. Institutions may, within their approved assessment plans, establish higher standards by requiring additional testing of those students meeting or exceeding the minimum ACT subject test score requirement. The system ACT subject scores are reviewed by the State Regents and communicated annually. Each institution will use measures for course placement as approved by the State Regents.

Students scoring below the ACT subject score minimum level will be reviewed with additional information, as approved by the State Regents, to determine the level of readiness for college-level course work or successfully complete developmental education in the subject area. Students must

begin remediation of basic academic skills deficiencies during the first semester and continue until prepared for college-level course work in the respective subject area. Institutions are responsible for directing students to complete developmental education within the first year or 24 college-level credit hours. The president or the president's designee may allow exceptions on an individual basis for students with extenuating circumstances. All exceptions will be reported to the State Regents.

C. Concurrently Enrolled High School Students

High school students wishing to enroll concurrently in college courses must meet the designated score in English, mathematics, and science or they will not be permitted enrollment in the corresponding college subject area. A student scoring below the established ACT score in reading will not be permitted enrollment in any collegiate course (outside the subjects of science, mathematics, and English). Concurrent enrollment students are not eligible for secondary institutional assessments and may not enroll in developmental education.

D. Adult Students

Institutions must assess adult students' academic competence through the evaluation of basic academic skills or curricular requirements appropriate. This must be done through participation in the ACT or the review of additional information. If indicated by the course placement information, adult students must be remediated consistent with this policy. Institutions are responsible for directing students to complete developmental education within the first year or 24 college-level credit hours.

E. Course Placement and Developmental Education Evaluation

Institutional entry level assessment programs should include an evaluation of past academic performance, educational goals, study skills, values, self-concept and motivation. Student assessment results will be utilized in the placement and advisement process. Tracking systems for evaluation of institutional assessment programs must be in place. The purpose is to validate that information from assessment and course completion is used to evaluate, innovate and strengthen programs in order to accelerate student achievement and development. The data collection activities must be clearly linked to instructional improvement efforts. These data will be included in the annual assessment report.

F. Limits

The president or the president's designee may allow a student who has been regularly enrolled to continue to enroll in college-level course work in addition to developmental coursework beyond the 24 college-level credit hour limit, provided the student has demonstrated success in the college-level coursework. Such exceptions must be appropriately documented and a report made available upon request.

## ECU ASSESSMENT POLICY

East Central University's assessment program is based upon the Oklahoma State Regents for Higher Education's assessment policy requiring all state system colleges and universities to assess entry-level, mid-level, and major field student academic achievement and to assess student satisfaction. East Central University's policy addresses these four areas and is designed to assist faculty and students in promoting student success in achieving their academic goals and to aid the university in the improvement of teaching and learning.

### Entry-Level Assessment:

All students who enroll at East Central University as first-time entering freshmen and transfer students who enter the university with six or fewer semester credit hours attempted are required to participate in entry-level assessment. In addition to complying with published ECU admission standards, participation in entry-level assessment may include other activities such as taking placement tests, completing student surveys, and contributing to other entry-level assessment-related activities.

### Mid-Level (General Education) Assessment:

All students who enroll at East Central University as freshmen or transfer students without an associate of arts or associate of science degree are required to participate in mid-level assessment of General Education. Participation in mid-level assessment may include such activities as taking assessment tests, participating in student orientation, developing portfolios, completing student surveys, and contributing to other mid-level assessment-related activities.

### Assessment of the Major:

During their junior and senior years, all students are required to participate in major field assessment. Participation in major field assessment may include such activities as enrolling in capstone courses, taking assessment tests, developing portfolios, completing student surveys, and contributing to other assessment-related activities of one's major.

### Student Satisfaction Assessment:

Using surveys, focus groups, and other assessment-related activities, assessment of student satisfaction encompasses two areas: current student and alumni satisfaction with student services, such as housing, food services, financial aid, extra-curricular activities, library, bookstore, advising and counseling, etc.; and alumni satisfaction with overall quality of their education at East Central University.

## FEES AND FINANCIAL AID

### BASIC COSTS FOR A SEMESTER

*(Oklahoma resident student, full-time)*

Resident Tuition and Activity fees and charges:
Undergraduate: estimate includes tuition, mandatory, and semester fees
Per academic semester (15 sem. hrs.) ..... $3,791.60
(Semester fees include $25.00 auto parking permit, $2.00 I.D. card, $50.00 Health Care Fee and $12.00 Academic Records Fee)

Books and supplies (approximate)..... $950.00
Room and board (double occupancy/20 meal plan) ..... $3,033.00 per semester

Resident Tuition and Activity fees and charges:
Graduate: estimate includes tuition, mandatory, and semester fees
Per academic semester (9 sem. hrs.) ..... $2787.92
(Includes $25.00 auto parking permit, $2.00 I.D. card, $50.00 Health Care Fee and $12.00 Academic Records Fee)

Books and supplies (approximate)..... $950.00
Room and board (double occupancy/20 meal plan) ..... $3,033.00 per semester

The Oklahoma State Regents for Higher Education, have established the following charges for East Central University; these charges are subject to change by the Regents at any time:

1. *Resident Tuition:* undergraduate and graduate; payable each semester or term:

   a. Oklahoma resident students:
   Undergraduate division, $200.04 per semester hour.
   Graduate division, $253.08 per semester hour.

   b. Non-resident tuition: (These charges are in addition to the charges listed in "a" above.)
   Undergraduate division, $312.00 per semester hour
   Graduate division, $355.00 per semester hour.

   (See Oklahoma State Regents' regulations on student resident status on following pages.)

   Distance Education: see schedule for specific costs which vary by site.

2. *Charges for special services, paid in addition to other fees as applicable, each semester or term*:

| | |
|---|---|
| Academic Records | $12.00 |
| Alternative Delivery (GRAD) | $60.00 |
| Alternative Delivery (UNDG) | $60.00 |
| Art/Design: Media/Communications | $30.00 |
| Auto Registration | $25.00 |
| CLASS Academic Quality | $10.00 |
| CLEET | $200.00 |
| Cultural & Recreation Services | $2.30 |
| Education Enrichment | $7.50 |
| Fine Arts Center | $4.00 |
| First-Year Experience | $20.00 |
| HHFS Food Science | $7.50 |
| Human Resources | $5.00 |
| International Student Insurance | $694.00 |
| International Student Maintenance | $170.00 |
| Kinesiology Course | $5.00 |
| Library Automation & Materials | $2.50 |
| Nursing Course | $75.00 |
| Performance Enhancement | $25.00 |
| Psychology Enrichment | $3.50 |
| Remedial Course | $20.00 |
| Science Lab & Enrichment | $25.00 |
| Security Services | $1.00 |
| Stonecipher School of Business | $14.00 |
| Student Activity | $12.00 |
| Student Activity Facilities | $3.00 |
| Student Assessment | $1.00 |
| Student Health | $50.00 |
| Student ID | $2.00 |
| Student Technology | $15.00 |
| University Center | $6.00 |

3. Advanced standing examination fee: $5.00 per semester hour.

4. Refunds of Tuition and Fees

The refund policy for fees and tuition collected from students at institutions shall be as follows: Changes in schedules (dropping/adding) prior to the last day of the drop/add period will result in full charges for courses added and full refund for courses dropped. The drop/add period ends on the fifth class day for a summer term and the 10th class day for a regular semester (fall or spring). See the Schedule of Classes each semester for the closing date of the drop/add period.

## WITHDRAWALS & CHANGES IN ENROLLMENT

Changes in schedules and complete withdrawals from the institution during the defined add/drop period will result in full charges for courses added and full credit for courses dropped. No refunds will be made after the add/drop period for that session.

### Medical Withdrawal

Policy:
Students who are unable to complete a semester/session due to a personal medical emergency may request a Medical Withdrawal, which results in a GPA neutral W for all enrolled courses only during the semester/session in which the medical situation occurred.

A student seeking a Medical Withdrawal must provide pertinent documentation from a licensed health care provider to the Office of Academic Affairs. Additionally, the student must be currently enrolled at the University and must petition for a Medical Withdrawal within one year after the semester/session ends in which the medical situation occurred. Qualified medical events apply only to the student (not the student's family members or friends).

If a Medical Withdrawal is approved by the Office of Academic Affairs, the student will receive a W for all enrolled courses. Students remain responsible for any financial obligations for the courses in which they were enrolled.

Process:
1. Student experiences a medical incident.

2. Student requests medical documentation from provider.

3. Students fills out Medical Withdrawal Form and attaches pertinent documentation to the form, which is routed to Academic Affairs.

4. Academic Affairs receives form and adjudicates.

5. If the incident qualifies, Academic Affairs will initiate the Etrieve REG Grade Change (F or WF to W) Form.

6. If the incident does not qualify, Academic Affairs will notify the student that the incident does not meet the criteria.

7. Once the final grade is changed to a W, the Records Office will notify all parties involved.

### Backdated Drop/Withdrawal Policy

It is the responsibility of enrolled students to be aware of all course drop and withdrawal deadlines. These dates can be found on the academic calendar. Exceptions will only be considered with documentation of extenuating circumstances during a time period in which a student was unable to request a drop or withdrawal.

**How to Request an Exception:**
Requests for exceptions will be considered and decided upon by the Registrar. To request an exception, students must submit a written explanation explaining the circumstances that prevented them from dropping/withdrawing by the deadline, along with any supporting documentation, either in person to the Records Office (Room 111, Administration Building), or via email (registrar@ecok.edu). The Registrar will not meet with students to discuss exceptions prior to these items being submitted. Requests submitted without supporting documentation will not be considered. After reviewing the request, the Registrar will email the student with a decision. The Registrar reserves the right to request a meeting with the student and/or additional documentation prior to deciding on the outcome. Students should expect to hear from the Registrar within 1-2 weeks after a request has been submitted.

**When will Requests for Exceptions be Accepted:**
Requests may be made no later than one calendar year after the academic term for the courses in question has ended. After one calendar year, exceptions will not be considered. Students will be responsible for any and all charges on their account at that time.

# FINANCIAL AID

## SCHOLARSHIP AND AWARD FUNDS

**Inspire Generosity.**
**Provide Opportunity.**
**Exceed Expectations.**

More than 300 scholarships and awards are available through the East Central University Foundation. A current list and scholarship application are available at: http://www.ecok.edu/foundation.

## OTHER SCHOLARSHIP FUNDS

Oklahoma State Regents Academic Scholars Program
Regional University Baccalaureate Scholarship Program
Deans Scholarship
University Scholarship
Oklahoma's Promise

A number of other funds become available as contributions are made. The Admissions Office will provide information about them on request. Students must complete the Free Application for Federal Student Aid (FAFSA) and the Scholarship Application by February 1 to be eligible for all ECU scholarship funds.

## FINANCIAL AID PROGRAMS
**School Code 003154**

Financial Aid is available to East Central University students to help them meet the costs of their education. Prospective or enrolled students are invited to contact the Financial Aid Office for information regarding loans, grants, or part-time employment. In an effort to determine as accurately as possible the needs of the student and to comply with federal regulations, the Free Application for Federal Student Aid (FAFSA) must be completed by everyone applying for assistance through East Central University. The award year begins with the fall semester and ends with the summer term. The FAFSA may be completed online at www.fafsa.gov. Students needing help to complete the online FAFSA should contact the ECU Educational Opportunity Center at (580) 559-5684 or the Financial Aid Office at (580) 559-5243 for assistance. Additional documents, if required, will be requested at the time the result of the federal application is received. East Central University does not prohibit the granting of financial assistance because of race, color, or national origin.

**Application Deadlines** - students should complete their financial aid application and pre-enroll as early as possible.

| | |
|---|---|
| October 1 | Apply as soon as possible after this date for the next academic year, which begins with the fall semester. |
| February 1 | Students should have a completed financial aid application on file in the Financial Aid Office for priority application processing for the next academic year beginning with fall. This is also the deadline to apply for ECU and Foundation scholarships. |
| May 1 | Have Summer Aid application completed in Financial Aid Office for the upcoming summer term. |
| June 1 | Financial aid file should be complete and accurate to ensure fall financial aid will be ready for the initial aid disbursement. |

# GRANTS

Federal and State grants are available to qualified students having substantial financial need.

### Federal Pell Grants

Federal Pell Grants are awarded to eligible undergraduate students who show financial need based on a standard formula. Funding is not limited by the number of students who apply. The Federal Pell Grant is the only type of aid that may cover less than half-time enrollment (1-5 hours). Students are limited to 12 semester of full-time enrollments.

### Federal Supplemental Educational Opportunity Grants (SEOG)

SEOG awards are made to undergraduate students who have exceptional financial need. Funding is limited and priority is given to students who receive a Federal Pell Grant and who complete the application process, including providing requested documentation to the ECU Financial Aid Office earliest. The maximum SEOG at ECU is $800.00 for the award year.

### Oklahoma Tuition Aid Grants (OTAG)

OTAG is a grant administered by the Oklahoma State Regents for Higher Education. The funds are disbursed by East Central University. Recipients must be an undergraduate student and be enrolled at least half-time to receive OTAG. To be considered for OTAG, the FAFSA must have been filed prior to March 15 and the applicant must be an Oklahoma resident.

### Tribal Higher Education Grants

The Tribal Higher Education Grants are available to tribal members. Application for grants is made through the Tribal Headquarters with which the student is affiliated. The Financial Aid Office needs the results of the FAFSA to properly complete the school portion of tribal applications.

# LOANS

Several types of loans are available to help students pay for school. Loans must be repaid with interest. Loans require entrance counseling prior to disbursement of funds and exit counseling prior to graduating, leaving school or dropping below half-time. Loans awarded for a single semester must be disbursed in two payments. The second payment must occur after the midpoint of the semester. Students must repay loans even if they do not complete their education, are not able to get a job after completing the program or are dissatisfied with the education for which they paid. The Health Care Act of 2010 (H. R. 4872) eliminated the Federal Family Education Loan Program (FFELP) and requires schools to participate in the William D. Ford Direct Lending Program. Since the federal government will be the only lender, new and former loan borrowers (prior to Summer, 2010) will need to complete a Direct Loan Master Promissory Note and Direct Loan Entrance Counseling to continue receiving student loans. Students may also want to consider loan consolidation to avoid multiple payments to more than one lender.

Students should refer to the Direct Loan tab and the loan consolidation tab on the financial aid webpage for more information.

### Lions-Alumni Student Loan Fund and Don Clawson Student Loan Fund

This fund is designed to aid students with short-term, low-cost loans to meet emergency expenses. The loan is to be repaid prior to pre-enrollment for the following semester.

### Federal Direct Stafford Loan Program (subsidized and unsubsidized)

The Stafford Loan is a low interest loan guaranteed and funded by the federal government. The federal government pays the interest on the subsidized Stafford loan while the student is in school and during the grace period. The student is responsible for the interest on the unsubsidized Stafford loan. Repayment normally begins six months after graduating, leaving school or dropping below half-time. The monthly repayment amount depends on the total amount borrowed, the length of the payment period and the repayment option chosen.

The amount of the loan is determined by the Financial Aid Office, and depends on several variables such as expected family contribution as determined by the FAFSA, other types of financial assistance which the student receives and grade level. East Central University may not deliver the first installment of Stafford Loan proceeds to a first-year undergraduate student who has not previously received a Stafford Loan until 30 days after the first day of classes (the 31st day). Loans awarded for a single semester must be disbursed in two payments. The second payment must occur after the midpoint of the semester. To qualify for a Stafford Loan, undergraduate students must be enrolled in at least 6 hours and graduate students must be enrolled in at least 5 hours. All summer loans are disbursed in two payments, one in June and the second in July.

### Federal Direct PLUS Program

This loan may be available to families of dependent students when other types of aid do not meet their needs. It is a loan program similar to the Federal Direct Stafford Loan Program. Repayment normally begins 60 days after the last loan disbursement for the loan period. However, if a deferment applies, borrowers do not begin repaying any principal until the deferment ends. The lender will run a credit check on all PLUS Loan borrowers. The student must be enrolled in at least 6 hours for the parent to qualify for a PLUS loan.

## STUDENT EMPLOYMENT

Many students are employed by area businesses. Others work on campus either as regular student employees or as participants in the Federal Work Study program. Student employment allows students to earn money to pay for educational costs while providing valuable job experience. Money is earned hourly and paid monthly. ECU offers a variety of community service employment opportunities funded through the federal work-study program. The University assists students in securing this work. Further information may be obtained from the Financial Aid Office, or Employment Services.

# VETERANS ADMINISTRATION EDUCATIONAL BENEFITS/PROGRAMS

East Central University is approved for students who are eligible for a variety of Veterans Administration benefits. The Office of Veterans Affairs will provide information, as well as assistance, in the proper filing of all forms for those who are eligible for educational benefits.

Information is available concerning all G.I. Bills® which pertain to educational benefits. Questions about other veteran's benefits are encouraged and appropriate resources will be suggested for follow-up information.

Veterans are encouraged to use other services and programs which include counseling, advisement, job placement, outreach, recruitment, VA paid tutoring, and VA paid work-study. The Veterans Administration Regional Office in Muskogee extends the use of a free call-in line (1-888-GIBILL1 or 1-888-442-4551) for all veterans who have questions pertaining to situations not expressly covered under benefits administered by the office at East Central University.

East Central University is compliant with Section 702 of the Veterans Access, Choice, and Accountability Act of 2014, Veterans, Active Duty Military Personnel along with their dependents who are using either the MGIB, Chapter 30 or Post 9/11, Chapter 33 (or 33T for dependents) educational benefits will not be charged tuition and fees in excess of the resident rate for terms beginning after July 1, 2015 (December 31, 2015). East Central University is compliant with PL 116-315 Section 1005 and PL 117-68. East Central University is compliant with PL 115-407 38 USC 3679(e)(1)(A).

*GI Bill is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at http://www.benefits.va.gov/gibill*

## VA BENEFITS

The Department of Veterans Affairs administers a variety of educational benefit programs. Many Veterans and active duty personnel can qualify for more than one education benefits program. Go to the GI Bill website for more information.

Students using VA Education benefits must provide all prior transcripts and training records for evaluation and review.. This includes post-secondary and military transcripts. All transcripts must be provided before a student can be certified for VA benefits. ECU will evaluate these records, and when possible, grant appropriate credit for the previous education and/or training, shorten the length of the training program, and notify the student regarding the amount of credit being granted for previous training.

### Chapter 30 - Montgomery GI Bill (Active Duty):

The MGIB program provided up to 36 months of education benefits. This benefit may be used for degree and certificate programs, flight training, apprenticeship/on-the-job training and correspondence courses. Generally, benefits are payable for 10 years following your release from active duty.

https://www.va.gov/education/about-gi-bill-benefits/montgomery-active-duty/

### Chapter 31 - Veteran Readiness and Employment

The Vocational Rehabilitation program is for veterans who have service-connected disabilities and require further education to attain suitable, stable employment. This program may provide vocational and other training services and assistance including tutorial assistance, tuition assistance, tuition, books, fees, supplies, licensing fees and equipment and other training materials necessary.

https://www.va.gov/careers-employment/vocational-rehabilitation/

### Chapter 33 - (Post 9/11 GI Bill):

This program provides VA Educational Benefits to eligible veterans and service members who served at least 30 continuous days on active duty after September 10, 2001, and to certain qualifying dependents. Tuition and fees (based on highest rate at a public institution in the state) are paid directly to the school; eligible students received a monthly housing allowance and books and supplies stipends.

https://www.va.gov/education/about-gi-bill-benefits/post-9-11/

### Chapter 33T - Post 9/11 GI Bill (TEB):

The TEB is the transferability option under the Post 9/11 GI Bill which allows the Service Members to transfer unused benefits to their spouses or dependent children.

https://www.va.gov/education/transfer-post-9-11-gi-bill-benefits/

### Chapter 35 - Survivors' and Dependents' Educational Assistance Program (DEA):

DEA provides education and training opportunities to eligible dependents of veterans who are permanently and totally disabled due to a service-related condition, or who died while on active duty or as a result of a service related condition. The program offers up to 45 months of education benefits. These benefits may be used for degree and certificate programs, apprenticeship and on-the-job training. If you are a spouse, you may take a correspondence course.

https://www.va.gov/education/survivor-dependent-benefits/dependents-education-assistance/

### Chapter 1606 - Montgomery GI Bill Selected Reserve (MGIB-SR):

The MGIB-SR program may be available to you if you are a member of the Selected Reserve. The Selective Reserve include the Army Reserve, Navy Reserve, Air Force Reserve, Marine Corps Reserve and Coast Guard Reserve, and the Army National Guard and the Air National Guard. This benefit may be used for degree and certificate programs, flight training, apprenticeship/on-the-job training and correspondence courses.

https://www.va.gov/education/about-gi-bill-benefits/montgomery-selected-reserve/

## ORIENTATION

Every student should review: the Catalog and the ECU Student Code of Conduct. The ECU catalog is available at https://www.ecok.edu/academics/catalog. The ECU Student Code of Conduct is available on line at www.ecok.edu/policies-and-handbooks. Since the Catalog explains the operation of and gives the rules of the University, the student should refer to it often. Usually a student follows the degree plan as stated in the catalog effective at East Central University at the beginning of his or her continuous enrollment. A continuous enrollment shall mean assignment of an East Central University grade on the transcript of at least one semester hour, semester after semester —excluding summer—until graduation. Additional rules to the above policies are:

a. If the student leaves East Central University and returns during a later term, continuous enrollment at any accredited institution will also be acceptable.

b. If general education requirements are completed under an East Central University Catalog at the time of the student's enrollment, the new general education requirements need not be met.

c. If the student is in attendance at East Central University when changes are made in the requirements for three components, the general education program and/or the major and/or the minor program of studies, he or she may follow the requirements of either component in effect at his or her first enrollment or he or she may choose to follow the requirements of any successive catalog provided that he or she is in continuous enrollment.

d. If a student is suspended by the University for academic reasons, he or she may return under the original catalog within a year.

e. In cases not covered by the above rules, the Provost/Vice President for Academic Affairs, in consultation with the student, will determine which catalog will be in effect for that student's graduation.

Any changes imposed by law or policies by governing regulatory boards or agencies become effective at the date specified regardless of continuous enrollment or provision stated above. East Central University would in no case be obligated to offer courses only for a student to meet degree requirements under a previous catalog. Current course offerings can be found on the course offerings schedule tab in MyECU.

Additional help in becoming familiar with the University is given during Freshmen Seminar.to beginning freshmen (students with 6 or fewer attempted credit hours, excluding remedial [0-level courses] or pre-college work and excluding credit hours accumulated by concurrently enrolled high school students). All beginning freshmen will be required to successfully complete new student orientation immediately prior to their first semester of enrollment and *UNIV 1001 Tiger Connect* in their first semester of enrollment.

East Central University has six undergraduate schools and colleges and a School of Graduate Studies. The undergraduate schools are as follows: the Harland C. Stonecipher School of Business; the School of Fine Arts; the School of Nursing; the College of Education and Psychology; the College of Health and Sciences; and the College of Liberal Arts and Social Sciences. The rules and procedures of the School of Graduate Studies are given in the section of the Catalog labeled the same. The undergraduate schools and colleges are made up of departments (for example, the Art Department and the Biology Department), which offer courses in their own academic fields.

A *course* meets a specific number of clock hours each week throughout a semester (Fall or Spring semester) or summer session. A regular semester meets for sixteen weeks. A summer session meets for eight weeks. Occasionally courses are offered as *intersession* or *accelerated* courses. Dates and times of those courses which meet less than a full term are noted in the *Schedule*. When a student makes a passing grade in a course, he or she earns the appropriate *semester hour(s) of credit.* During a regular semester, a lecture course will meet 50 minutes per week for each hour of credit being granted. Laboratory courses will meet a minimum of 120 minutes per week for each hour of credit. Class periods during shorter terms and sessions will be adjusted proportionately.

As a student accumulates hours of credit, his or her classification changes. A student is a *freshman* if he or she has earned 0-29 semester hours, a *sophomore* if he or she has earned 30-59 hours, a *junior* if he or she has earned 60-89 semester hours, or a *senior* if he or she has earned 90 or more semester hours. A student is a *post-graduate* student if he or she has earned a bachelors degree but has not earned graduate credit. A *graduate* student is one who has earned at least a bachelors degree and who earns graduate credit.

Most semester hours earned will apply toward a bachelors degree. Some semester hours apply toward *general education* requirements (courses required by the university prior to graduation which give a broad background in a variety of subject areas) while others are in the student's *major* (a field of intense specialization) or *minor* (a field of less intense specialization) areas. Additional courses taken to complete degree requirements are called *elective courses*. Some majors require minors and some do not. Students should refer to major requirements for specific graduation requirements.

*Lower-division* courses are generally taken during a student's freshman and sophomore years and are listed as 1000-2000 level. Some freshmen may also be required to take *pre-collegiate* level (0-level) courses during their first year of attendance. *Upper-division* courses are generally taken during a student's junior, senior, or postgraduate years and consist of 3000-4000 level courses. During the freshman and sophomore years, the student usually takes general education courses and decides on a major and minor. During the junior and senior years, the student usually takes a greater number of classes in the major and minor areas. Graduate students will enroll in *graduate courses* numbered as 5000 level. With the approval of the instructor, a senior having earned more than 99 semester hours credit may enroll in a 5000 level course. These courses, if taken for graduate credit, may not apply on a bachelors degree. Seniors, however, may not enroll in an individual study course on the graduate level. 5000 level courses must be taken for graduate credit if the student holds a bachelors degree.

A student plans his or her *course load* each semester with the help of an *advisor*. An *advisor* is an instructor in the student's major area who assists in planning the student's schedule each semester. Should a student be pursuing two majors, he or she should have an advisor in each area. The student is responsible for keeping both advisors informed on degree plans from each major.

Each student is fully responsible for meeting the requirements of the university. He or she must plan his or her own course load to suit his or her own program and goals. The student should consult the assigned advisor at appropriate times for help with and approval of his or her plans. To aid in the planning process, at the end of each semester the Office of Admissions and Records makes available the grades and hours a student has earned. When he or she becomes a junior, the Office of Admissions and Records will prepare an official *degree audit* at the student's request.

## COURSE IDENTIFICATION

Department course offerings are listed in their respective school sections of the *Catalog*. The courses offered in a particular semester or term are listed in the *Schedule*. Many departments regularly post a list of courses to be taught within a few terms in the future.

A course prefix indicates the department offering the course. The first digit of a four-digit course number indicates the class level (0 is pre-collegiate; 1 is freshman; 2 is sophomore; 3 is junior; 4 is senior; 5 is graduate). The last digit of a four-digit *number* indicates the credit. ENG 2243, for example, is a sophomore course offered by the English Department for 3 hours of credit. CJSOC 4313 is a senior course offered by both the Department of Criminal Justice and the Department of Sociology for 3 hours of credit.

The digits 499 (undergraduate) and 599 (graduate) at the beginning of a course number indicate a course of individual study (directed individual study on a special subject or problem).

A *prerequisite* course is one in which a student must earn credit before enrolling in another particular course. A *corequisite* course is one in which a student must enroll concurrently while enrolled in another course. The *course description* (a brief description following the number and title) indicates any prerequisite or corequisite for a course. With the permission of the instructor, a prerequisite or corequisite may be waived.

### Concurrent Graduate Study

See School of Graduate Studies - Admission Categories for details.

## REGISTRATION, COURSE LOAD, AND OVERLOAD

### REGISTRATION

Information concerning registration is available online at https://www.ecok.edu. Although advisors assist students and grant enrollment clearance, **each student is responsible for the correctness of his or her own course load and for seeing that it suits his or her own program.** Before registering, a student should be familiar with all degree requirements.

A student may register late but no later than the first week of a semester, the first week of a summer session, or the fifth class day of a half-semester course. Deadlines for registering in a class with an atypical schedule are determined proportional to those for a full term. Registration policies for intersession courses are unique. Specific details may be found online at https://www.ecok.edu.

A student may not be registered at both East Central University and another institution at the same time without prior approval from each institution. Overload regulations apply to students enrolling on more than one campus.

### COURSE LOAD AND OVERLOAD APPROVAL

An undergraduate student should register each semester or term in a course load which meets his or her needs. Minimum loads are required for veteran's benefits, student loans, sports eligibility, and so forth. Although an undergraduate student is usually considered a full-time student if he or she takes a load of a minimum of 12 semester hours in a semester or 6 semester hours in a summer session, the normal load is 15 or 16 semester hours in a semester or 8 or 9 semester hours in a

summer session. This load, regularly taken, will enable a student to fulfill the graduation requirement of 124 semester hours in 8 semesters or the equivalent. A student may register for as many as 20 semester hours in a semester or 10 semester hours in a summer session without special permission. To register for an overload of as many as 24 hours in a semester or 15 in a summer, the student must have the approval of the Dean of his or her major. Oklahoma Regents allow no more than 24 semester hours credit granted for a fall or spring semester, or 15 hours for a summer term without special approval from the university president or his or her designee. It should be noted that status for Financial Aid may be different from status for enrollment.

### CHANGING A COURSE LOAD OR FORMALLY WITHDRAWING FROM THE UNIVERSITY

Changing a course load or withdrawing from the university results from the student's formally processing the transaction. See the *ECU website* at https://www.ecok.edu for specific procedures and deadlines.

A student may add a full semester course to his or her course load within the first week of classes in a semester, the first week of classes in a summer session, the first five class days of a half-semester course, or the first three days of a half summer session course. Deadlines for adding a class with an atypical schedule are determined proportional to those for a full term.

A student who formally withdraws from a course through the twenty-eighth day (five weeks plus 3 days) of a summer session or the eleventh week of a semester receives the guaranteed grade of "W" for the course. Time limits for withdrawing from a class meeting less than a full term are proportional to those for a full term.

An instructor may withdraw a student from a course he or she teaches if the student's attendance or performance becomes unsatisfactory. A student who stops attending one or all of his or her classes without formally withdrawing will receive an "F" in each unfinished course. If a student's attendance or performance becomes unsatisfactory, he or she may be required to withdraw from the University.

## TAKING COURSES AND EARNING CREDIT

Given below are the ways in which a student may earn, validate, or transfer credit toward a degree or a certificate.

**1. Taking a Regular Course**

A student ordinarily earns credit toward a degree by selecting regularly scheduled courses. These courses are taught in classrooms on the campus or at approved off-campus locations.

**2. Taking an Individual Study Course**

A superior student may pursue special academic interests in consultation with an instructor outside the conventional class structure. The department chairperson and dean must approve this study, which ordinarily is from one to four semester hours for each course. Not more than nine semester hours of Individual Study courses may be applied toward graduation without approval by the Provost/Vice President for Academic Affairs.

**3. Taking a Private Instruction Course**

A student may earn credit for private instruction taken in selected fields from a regular faculty member with the approval of the chairperson and dean of the department offering the course.

**4. Taking a Special Study Course (Advanced Standing Credit)**

I. Policy and Procedures

A. Students eligible to receive advanced standing credit at East Central University must be enrolled at East Central University as a resident student.

B. Advanced standing credit awarded to a student must be validated by successful completion of 12 or more semester hours at East Central University before being placed on the student's official transcript. Successful completion is determined to be a 2.0 retention GPA.

C. Work taken at proprietary schools, secondary vocational-technical schools, institutions offering clock-hour work, other non-collegiate institutions, institutions other than accredited institutions of higher education or experiential learning, must be evaluated and validated through examination or proficiency testing on a course by course basis by East Central University. The name of the sending institution shall not appear on the East Central University transcript.

D. Learning experiences gained in other than accredited institutions of higher education must be validated on a course by course basis at East Central University by one of the following mechanisms:

1. Standardized national tests especially designed for establishment of credit, such as the College Level Examination Program (CLEP) and the Advanced Placement Program (APP) of the College Entrance Examination Board, may be used by institutions to establish advanced standing credit. Only a subject examination will be considered by East Central University. General exams are not accepted for credit. ACT scores will not be used to establish advanced standing credit.

2. Institutionally prepared examinations, including performance testing, will be used by East Central University. A list of courses in which institutionally prepared examinations are regularly available will be maintained by the East Central University Office of Admissions and Records. This list will be composed of courses submitted to the Office of Admissions and Records by the Dean of each School or College. This list will be revised at least annually. Departments may also make special guidelines or brochures consistent with these standards to inform students what courses are available by advanced standing examination and how to apply for such credits.

3. Advanced training credit awarded for military training schools shall not exceed the criteria and recommendations contained in publications of the American Council on Education especially designed for that purpose. East Central University reserves the right to evaluate military credit on a course-by-course basis.

4. Advanced standing credit awarded for business and industrial, labor union, governmental agencies

and other non-collegiate learning experiences, shall not exceed the criteria and recommendations contained in publications of the American Council on Education especially designed for that purpose. East Central University reserves the right to evaluate for credit on a course-by-course basis.

5. Credit for experiential learning, including but not limited to military occupational specialties (MOS), may be granted only on a course-by-course basis in instances in which an approved academic unit at East Central University determines, on the basis of appropriate validation (i.e., not based simply on the presentation of experience), that the credit is equivalent to a course offered by East Central University.

E. Validation procedures used should:

1. be weighted in objectivity versus subjectivity to the extent that external evaluators would reach the same conclusion given the materials reviewed;

2. specify competencies sought to establish credit; methods such as comprehensive papers or structured comprehensive oral examinations with competency based questions should be used.

F. Credit may be earned by advanced standing examinations and applied to a degree program subject to meeting the residency requirements of East Central University which is 30 semester hours and subject to the availability of established procedures to validate a course. Credit earned by advanced standing will not count toward meeting the 30 semester hours residency requirements at East Central University.

G. East Central University shall require a minimum score as prescribed by the Oklahoma State Regents for Higher Education for national examinations and a grade level of C or better for examinations constructed at East Central University in order to record credit in a particular subject.

H. East Central University will award advanced standing credit only in those courses which are taught at East Central University. The neutral grade of pass (P) will be utilized to designate advanced standing credit. All credit earned through advanced standing examinations will be designated as such on the transcript.

I. Charges for administration and recording of departmentally administered advanced standing examinations shall be at the rate of $5 per semester-credit-hour. Charges for administration and recording of nationally developed advanced standing examinations shall be at the rate established by the national testing agency for the particular test in question. No other charges shall be made for the administration or recording of advanced standing credit.

J. Advanced standing credit, once recorded and validated at East Central University, is transferable on the same basis as if the credit had been earned through regular study at East Central University. Advanced standing credit recorded and validated at other accredited institutions of higher education will be accepted as if the credit had been earned through regular study at the awarding institution.

K. Advanced standing credit will not be considered as part of the regular study load for the semester or term in which the credit is recorded.

L. No graduate credit will be granted by advanced standing examinations at East Central University.

M. East Central University will administer advanced standing examinations only in those academic disciplines which are taught at East Central University. A student is not eligible to receive advanced standing credit in any course unless he or she is eligible to enroll in the course at East Central University; no student may take the advanced standing examination in any course in which he or she already has credit. No student will be permitted to repeat an advanced standing examination.

II. Compliance With Policy

This policy is in compliance with the Standards of Education relating to advanced standing credit established by the Oklahoma State Regents for Higher Education.

**5. Taking an Educational Tour Course**

On occasion, the University provides educational tours as special features of the academic program. These tours, at times, are entirely within the continental United States, and, in some instances, they involve travel and study in foreign countries. They are planned and conducted in a manner to make them soundly educational and wholesomely recreational. Generally they are directed by instructional departments of the University, and they provide for earning credit appropriate to the time spent and the educational opportunities afforded. Costs to the students are kept at a minimum.

**6. Taking a Course via Electronic Media**

A student may earn credit for courses delivered electronically at East Central University or at one of the approved off-campus locations. East Central University, having both receiving classrooms and transmitting studios, is a participating member of OneNet, the Oklahoma State Regents for Higher Education statewide instructional and communications network. This two way video and audio instructional method allows institutions to share the best available faculty and courses via Instructional Television.

A student may also earn credit for courses delivered in a web-based environment over the internet.

All Oklahoma State Regents' and institutional policies, standards, and guidelines for on-campus instruction apply to electronic instruction with the exception of course meeting time as defined in the State Regents' *Academic Calendar Policy.*

**7. Auditing a Course**

An applicant must qualify for admission to enroll in an audited course. A student earns no credit for auditing a course. An audit student may attend class only as an observer; he or she may not take any examinations. A student may audit a course if he or she does not plan to take it later for credit. Changing class status either to or from audit status must be done prior to the last day to enroll in the course. Fees for a class being audited are the same as if the class were being taken for credit.

**8. Duplicating a Course**

A student earns no credit for taking a course substantially equivalent to a course for which he or she has already received credit, regardless of

whether he or she intended to duplicate work.

**9. Taking Courses in Military Science**

A student may apply a maximum of 24 semester hours of military science courses toward a degree.

**10. Earning Credit for Military Service**

Veterans or current service members may be granted credit for basic training, for formal service school courses, and for approved college-level examinations passed while in military service. Generally, the credit is granted in accordance with the recommendations of the American Council on Education (ACE). However, evaluation practices at East Central University supersede ACE recommendations.

**11. Earning Credit for Prior Learning**

Students may earn credit for knowledge gained through prior learning experiences. Credit is granted based on the evaluation of a portfolio prepared by the student. Prior approval for portfolio preparation must be obtained.

**12. Transferring Credit for the General Education Requirement (Articulation Policy)**

East Central University participates with certain other Oklahoma institutions in a reciprocal transfer agreement (the Regents' Articulation Policy). By virtue of this agreement, a student, who has completed his or her general education requirement and received an Associate degree in Arts or Science at one of the participating Oklahoma two-year colleges, may fulfill East Central University's general education requirement by transferring his or her credit to East Central University. Transferring credit for general education does not eliminate or otherwise affect any of the following East Central University requirements: (1) prerequisites; (2) specific requirements in majors, minors or related work in these areas; (3) the requirements for teacher certification. Not included in this transfer arrangement are vocational and technical two-year college programs and other programs not primarily designated for students intending to transfer to bachelor's degree programs.

**13. Transferring Credit from Accredited Institutions**

A student may transfer from approved institutions up to 94 semester hours of approved credit toward a degree or a program. No more than 64 hours of the transferred credit may be earned at two-year colleges. No more than 32 hours of the transferred college credit may be earned at one-year colleges. A student may transfer credit from a two-year college after he or she has earned 64 hours or from a one-year college after he or she has earned 32 hours only if the credit is in courses that are equivalent to lower-division courses at East Central University.

**14. Transferring Credit from Unaccredited Institutions**

After completing at least twelve hours at East Central University with a grade average of "C" or higher, a student may ask to have credits transferred from unaccredited institutions. If his or her request is approved, he or she may transfer credit generally on the basis of credit acceptance policies described in "Transfer Credit Practices of Designated Educational Institutions," a publication of the American Association of Collegiate Registrars and Admissions Officers. Credit is evaluated on a course-by-course basis and is usually granted only toward specific requirements in the general education, major and/or minor areas.

**15. Oklahoma Statewide Transfer Matrix**

Students transferring to East Central University may obtain information concerning course equivalencies of courses being transferred to ECU. A course transfer matrix approved by the Oklahoma State Regents for Higher Education and a transfer matrix established specifically for East Central University may be found by going to the website www.ecok.edu then clicking on Admissions/Transfer Student, then ECU Transfer Matrix.

**16. Failing a Course**

A student earns no credit for a course in which he or she makes "F" or "WF." See the State Regents' Grading Policy regarding grade point average calculation.

**17. No Degree Credit (Not Applicable on Degree)**

Because of high school or previous course work completed, a course may be recorded "not applicable on degree" credit. Such courses will be counted as part of the course load in a term or semester, and in

# GRADING POLICY (OSRHE POLICY 3.12, 9/14) ATTENDANCE AND CONDUCT REQUIREMENTS; RETENTION RATES; HONOR ROLL; AND HONORS GRADUATION

## 3.12.3 Grading Terms

The following types of grading entries with respective definitions will be used for institutional transcript notations:

Grades used in the calculation of the Grade Point Average (GPA)

| Grade | Note | Grade Point Per Hour |
|---|---|---|
| A | Excellent | 4 |
| B | Good | 3 |
| C | Average | 2 |
| D | Below Average | 1 |
| F | Failure | 0 |

A. Other Symbols

I An incomplete grade may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. It is not a substitute for an "F", and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have satisfactorily completed a substantial portion of the required course work for the semester. "I" grades must be changed by the instructor within one year from the end of the semester in which the "I" was assigned or they will remain as a permanent "I" and not contribute to the student's GPA. Prior to fall 1993, an "I" grade became an "F" if the work was not completed in the required time frame.

For students who are members of the active uniformed military service, refer to *Leave of Absence (3.12.3.B)*.

AU Audit status is used for the student not interested in obtaining a course grade, but who is enrolled to get course content knowledge. The allowable time to change an enrollment status from audit to credit will be established by each institution but may not exceed the institution's add period and must be consistent with the State Regents' add period, which is defined as the first two weeks of a regular semester/term and the first week of a summer semester/term. Students who change their enrollment status from audit to credit must meet institutional admission/retention standards as set by the State Regents. The allowable time to change

an enrollment status from credit to audit will be established by each institution, but will not exceed the institution's last date for withdrawal from classes. An AU is GPA neutral.

W An automatic withdrawal grade of "W" is issued when a student initiates a withdrawal during the institution's allowable withdrawal period. An institution's withdrawal period for an automatic "W" shall begin after the tenth day of classes in the regular session and the fifth day of classes in the summer term and shall not exceed 12 weeks of a 16-week semester or, in general, not exceed three-fourths of the duration of any term. (These are maximum limits. The State Regents encourage institutions to establish shorter limits.)

WF Withdrawal Failing. This grade may be given if a student is failing when he or she formally withdraws from a course within the prescribed time. (Discontinued beginning Fall 1993.)

AW Administrative Withdrawal may be assigned by the Office of Academic Affairs or Student Affairs to indicate that a student has been "involuntarily" withdrawn from class(es) after the institution's drop-and-add period for disciplinary or financial reasons or inadequate attendance. Such withdrawals must follow formal institutional procedures. Administrative withdrawals are GPA neutral.

S-U/
P-NP An institution may use the grades "S" or "U" and "P" or "NP" for specified courses or may allow students to elect an "S/U" or "P/NP" option under circumstances specified by the institution. The "S" and "P" are grades neutral indicating minimum course requirements have been met and credit has been earned. The "S" and "P" grades may also be used to indicate credit earned through advanced standing examinations. The grades of "U" and "NP" indicate that a student did not meet minimum requirements in a course designated for "S/U" or "P/NP" grading. While all four grades, "S, U, P, N/P" are GPA neutral, they are counted in the total number of attempted hours for retention and the total number of attempted and earned hours for graduation.

P-F An institution may use Pass-Fail as an option for students in specified courses. The Pass grade indicates hours earned but does not contribute to the GPA. The Fail grade is an "F" and is calculated into the GPA.

N An "N" grade may be used by an institution to indicate that the semester grade was not submitted by the instructor by the appropriate deadline. The "N" grade must be replaced by the appropriate letter grade prior to the end of the subsequent semester. The "N" grade is GPA neutral.

B. Leave of Absence

Pursuant to Title 70, O.S., Section 3248, State System institutions shall grant a leave of absence, which shall not exceed a cumulative five (5) years, to a student who is a member of the active uniformed military services of the United States and called to active duty. The student shall be eligible to:

1. Withdraw from any or all courses for the period of active duty service without penalty to admission status or GPA and without loss of institutional financial aid. (for refund of tuition and fees refer to *Budget and Fiscal* policy 4.18.4.I); or
2. Receive an "I" for any or all courses for the period of active duty status irrespective of the student's grade at the time the "I" is awarded; provided, however, that the student has completed a minimum of fifty percent (50%) of all coursework prior to being called to active duty and the student completes all courses upon return from active duty. The student's admission status and GPA shall not be penalized and the student shall not experience loss of institutional financial aid.

### 3.12.4 Grade Point Averages

The GPA is used to determine a student's eligibility to remain enrolled or graduate from an institution. Activity courses and forgiven course work are not calculated in GPA. This GPA may be used to determine financial aid eligibility, admission to graduate or professional programs, or for graduation honors.

The cumulative GPA includes grades for all course work, including activity courses and forgiven course work. The use of the cumulative GPA on transcript is optional, but it may be used to determine financial aid eligibility, admission to graduate or professional programs, or for graduation honors.

Remedial/developmental courses, audited courses, and courses in which the grades of I, W, AW, S, U, P, NP, N and X are given are not calculated in the retention/graduation or cumulative GPAs. Institutions may calculate and include on student transcripts additional GPAs such as semester, transfer, institutional, combined, etc.

### 3.12.5 Remedial/Developmental Courses

Remedial/developmental courses shall be coded as zero-level and collegiate-level credit may not be awarded for the completion of these courses. Remedial/developmental courses may be graded "S-U" or "P-NP" or letter graded at the discretion of the institution. Regardless of the grades awarded, remedial/developmental courses are not calculated in the retention/graduation or cumulative GPAs.

### 3.12.6 Academic Forgiveness Provisions

Circumstances may justify a student being able to recover from academic problems in ways which do not forever jeopardize the students academic standing.

Academic forgiveness may be warranted for currently enrolled undergraduate students in three specific circumstances:

A. For pedagogical reasons, a student will be allowed to repeat a course and count only the second grade earned in the calculation of the GPA under the prescribed circumstances listed below.

B. There may be extraordinary situations in which a student has done poorly in up to two semesters due to extenuating circumstances which, in the judgment of the appropriate institutional officials, warrants excluding grades from those semesters in calculating the student's GPA.

C. A student may be returning to college after an extended absence and/or under circumstances that warrant a fresh academic start.

Students may seek academic forgiveness utilizing the following institutional procedures. A student may receive no more than one academic reprieve or renewal in the academic career, and only one option (reprieve or renewal) can be used. The repeated courses provision may be utilized independent of

reprieve or renewal within the limits prescribed below. All institutions will conform to the repeated courses forgiveness provision. Institutions may offer students academic reprieve or academic renewal as detailed below. Institutions that grant academic reprieve and/or academic renewal must submit an annual report to the State Regents.

D. Repeated Courses

All State System institutions are required to offer the repeated courses provision.

A student shall have the prerogative to repeat courses and have only the second grade earned, even if it is lower than the first grade, count in the calculation of the GPA, up to a maximum of four courses but not to exceed 18 hours, in the courses in which the original grade earned was a "D" or "F." Both attempts shall be recorded on the transcript with the earned grade for each listed in the semester earned. The Explanation of Grades section of the transcript will note that only the second grade earned is used in the calculation of the GPA. If a student repeats an individual course more than once, all grades earned, with the exception of the first, are used to calculate the GPA. Students repeating courses above the first four courses or 18 credit hours of "Ds" or "Fs" repeated may do so with the initial grades and repeat grades averaged.

E. Academic Reprieve

Offering academic reprieve for students is optional for all State System institutions.

Academic reprieve is a provision allowing a student who has experienced extraordinary circumstances to disregard up to two semesters in the calculation of his or her GPA.

A student may request an academic reprieve from State System institutions with academic reprieve policies consistent with these guidelines:

1. At least three years must have elapsed between the period in which the grades being requested reprieved were earned and the reprieve request;

2. Prior to requesting the academic reprieve, the student must have earned a GPA of 2.0 or higher with no grade lower than a "C" in all regularly graded course work (a minimum of 12 hours) excluding activity or performance courses;

3. The request may be for one semester or term of enrollment or two consecutive semesters or terms of enrollments. If the reprieve is awarded, all grades and hours are included during the semester(s) for which a reprieve has been requested. If the student's request is for two consecutive semesters, the institution may choose to reprieve only one semester;

4. The student must petition for consideration of academic reprieve according to institutional policy; and

5. All courses remain on the student's transcript, but are not calculated in the student's GPA. Course work with a passing grade included in a reprieved semester may be used to demonstrate competency in the subject matter. However, the course work may not be used to fulfill credit hour requirements.

F. Academic Renewal

Offering academic renewal for students is optional for all State System institutions.

Academic renewal is a provision allowing a student who has had academic trouble in the past and who has been out of higher education for a number of years to recover without penalty and have a fresh start. Under academic renewal, course work taken prior to a date specified by the institution is not counted in the student's GPA.

A student may request academic renewal from State System institutions with academic renewal policies consistent with these guidelines:

1. At least five years must have elapsed between the last semester being renewed and the renewal request;

2. Prior to requesting academic renewal, the student must have earned a GPA of 2.0 or higher with no grade lower than a "C" in all regularly graded course work (a minimum of 12 hours) excluding activity or performance courses;

3. The request will be for all courses completed before the date specified in the request for renewal;

4. The student must petition for consideration of academic renewal according to institutional policy; and

5. All courses remain on the student's transcript, but are not calculated in the student's GPA. Neither the content nor credit hours of renewed course work may be used to fulfill any degree or graduation requirements.

### 3.12.7 Reporting Academic Standing

A. Retention Standards and Requirements

Each student's transcript will list the student's retention/graduation GPA and may also include the cumulative GPA and will denote each semester when a student is placed on academic probation or is academically suspended from the institution.

B. Transcript Notations

The student's academic transcript should be a full and accurate reflection of the student's academic career. Therefore, in situations which warrant academic forgiveness, the transcript will reflect all courses in which a student was enrolled and in which grades were earned, with the academic forgiveness provisions reflected in such matters as how the GPA is calculated. Specifically, for those students who receive academic forgiveness by repeating courses or through academic reprieve or renewal, the transcript will reflect the GPA excluding forgiven courses/semesters. The transcript may also note the cumulative GPA which includes all attempted regularly graded course work.

The Explanation of Grades section of the transcript will note the courses and semester(s) reprieved or renewed. Institutions will include a legend developed by the State Regents and consistent with this policy which defines the grading symbols listed on the student's transcript to the reader.

## Posting a Grade

Faculty members are not required to post final grades. If a faculty member chooses to post grades, safeguards must be taken in order to comply with the Family Educational Rights and Privacy Act.

## Grade Appeal Policy

The University believes students should be given the opportunity to meet with instructors and department chairman to resolve issues concerning assigned grades. Student grade appeals are not intended to interfere with the instructor's right to determine the evaluation process and to perform that evaluation. Evaluation of student academic performance is the professional responsibility of instructors. However, in rare situations, students may believe that the final course grade awarded was inconsistent with stated evaluation expectations. The grade change process must be initiated no later than the first day of September for spring and summer courses, and no later than the first day of February for fall courses.

A student appealing a grade must provide written justification that includes clear and convincing evidence that one or more of the following conditions occurred:

1. An error was made in calculating the grade;
2. Standards used to determine the grade were not consistent with university policies; or
3. The Instructor departed substantially from his or her own written standards without notifying students of the change.

A final course grade appeal should be initiated only after the student has discussed the disputed grade with the instructor of the course. Students may contact instructors any time after grades have been submitted to attempt to resolve the issue. Because instructors may not be available outside semester (fall/spring) class days, the formal appeal process will begin after the start of the following semester (fall/spring). If the instructor is available and the student and instructor reach an agreement that includes a grade change, the instructor will complete the Grade Appeal form and submit it to the Office of Admissions and Records.

If an agreement cannot be reached, the student may proceed with the grade appeal procedure. The suggested timeline can be found at the end of this policy. If the contested grade prevents enrollment, the student may request the appeal process be expedited by contacting the department chair. If the chair and instructor are available and in agreement, the department chair may make an exception to the listed deadlines and agree to begin the appeal process before the start of the following semester. Although the process may be completed in fewer days, the sequence and time-frame for each step will be adhered to if needed.

### NOTES REGARDING THE APPEALS PROCESS:

1. All communications will be via University email.
2. If the student does not respond to their University email from an ECU administrator by the deadline or attend a scheduled meeting, the appeal process is concluded and the grade remains unchanged.
3. The student must submit the Grade Appeal form.
4. If the instructor is no longer employed by the University, the student should contact the department chair to resolve the issue.
5. If the department chair is also the course instructor, the dean of the College/School assumes the responsibilities of the department chair.
6. The student may bring a support person to any meeting(s)/ hearing(s) regarding the grade appeal, but the support person may not participate.
7. As this is an institutional appeal, no legal counsel may be present.
8. For undergraduate grade appeals, the appropriate office is Academic Affairs. For graduate appeals, the appropriate office is the Graduate School.
9. For undergraduate grade appeals the APPROPRIATE OFFICIAL who reviews the appeal information is the Provost. For graduate grade appeals the APPROPRIATE OFFICIAL who reviews the appeal information is the Graduate Dean.

### Procedure

1. The student must first contact and attempt to resolve the matter with the instructor. If an error was made in calculating the grade, for example, this may be resolved without the need for a formal appeal. The student may contact the instructor in person or via phone, but must follow-up via University email no later than the first day of September for spring and summer courses, and no later than the first day of February for fall courses. The student must give the instructor 10 days to respond. If the student cannot resolve the disputed grade with the instructor, the student must submit the following to the department chair:

   - Grade Appeal form
   - A detailed, written justification for the grade appeal that identifies which of the three conditions listed above occurred, and
   - A copy of the email to the instructor of the course.

This must be completed by September 15st for spring and summer courses, and by February 15th for fall courses.

2. The department chair must determine if the student has provided evidence that one or more of the three conditions warranting an appeal may have occurred.

   - If necessary, the chair may send the appeal back to the student stating that such evidence is not provided, and thus, cannot proceed as is. It is incumbent upon the student to provide evidence that one or more of the three conditions has occurred in order for the appeal to proceed. NOTE: If the second submission does not include sufficient evidence, the appeals process concludes and the grade remains unchanged.

   - Upon receipt of the form and acceptable written justification, the department chair forwards a copy to the instructor and schedules a meeting with the student and the instructor. The instructor may file a written rebuttal with the department chair prior to the formal meeting with the student, department chair and instructor.

3. The department chair's role in this meeting is to actively pursue a resolution.

   - If the issue is resolved, the student, instructor and department chair sign off on the appeal form, and the chair submits the appeal form to the appropriate office. If the resolution includes a grade change, the instructor completes the uncontested grade change form and submits it to the Office of Admissions and Records. The appeals process is concluded.

   - If no resolution can be reached, the department chair writes a letter that summarizes the details of the meeting, clearly states their position, and sends the letter, the Grade Appeal form, the student's written justification for appeal,

4. The dean will review all appeal documents and schedule a meeting with the student, the instructor, and the department chair in an effort to resolve the matter.

- If the issue is resolved, the student, instructor, department chair, and dean sign off on the appeal form, and the dean submits the form to the appropriate office. If the resolution includes a grade change, the instructor completes the uncontested grade change form and submits it to the Office of Admissions and Records. The appeals process is concluded.

- If the appeal cannot be resolved, the dean will forward the appeal and all supporting documents, including a summary of the meeting as well as their position on the appeal to the administrator of the Grade Appeal Committee if it is an undergraduate issue and to the graduate dean if it is a graduate issue.

5. For Undergraduate Courses: The administrator on the Grade Appeal Committee will be responsible for distributing the grade appeal materials to the committee members and will call for a volunteer to chair the committee.

For Graduate Courses: The graduate dean will establish a Grade Appeal Subcommittee consisting of five (5) members of the standing Graduate Committee, select a Grade Appeal Subcommittee Chair, and distribute the grade appeal materials to the committee members.

6. The Grade Appeal Committee chair will schedule the grade appeal hearing(s), conduct the hearing(s), and will submit the committee's decision to the appropriate office within thirty (30) calendar days from the date of receipt of the appeal documents. For the student to prevail, the student's evidence weighed against the instructor's evidence must demonstrate that the instructor failed to meet one or more of the three conditions above in a clear and convincing manner.

7. Upon receipt of the committee's decision, the appropriate official will notify the student, instructor, department chair and dean of the committee's decision within five (5) class days from the receipt of the appeal decision from the committee. The decision of the committee will be final.

8. As a final level of appeal, the student or the instructor may submit a written request for a procedural review to the appropriate office. The official's review will relate to procedural matters only. The request must be submitted within five (5) class days of notification of the decision. The official has ten (10) days to review and respond to the student and/or instructor. The decision of the official is final.

## Responsibilities by Party

**Student Responsibilities**

1. Contact the instructor via University email. The student may also contact the instructor by phone or in person, but for the purposes of the grade appeal process, the email date will be used to deter mine if the student met the stated deadline.
2. If there is no resolution, send the Grade Appeal form, the written justification, a copy of the contact email, and any other supporting documentation to the instructor's department chair.
3. Submit additional evidence for the appeal if requested by the chair or Grade Appeal Committee.
4. Respond to all University emails from ECU administrators.
5. Attend all requested meetings (with instructor/chair; instructor/chair/dean; Grade Appeal Committee) deemed necessary.
6. Meet all deadlines listed in the policy.

**Instructor Responsibilities**

1. Respond to the student when contacted.
2. If any interaction with the student results in a grade change, submit the Uncontested Grade Change form to the Office of Ad missions and Records.
3. Respond to the grade appeal with a rebuttal if desired.
4. Respond to request for information from the chair, dean, and/or Grade Appeal Committee.
5. Attend all requested meetings (with student/chair; student/chair/dean; Grade Appeal Committee) deemed necessary.

**Department Chair Responsibilities**

1. Determine if the appeal includes sufficient evidence that one or more of the three conditions may have occurred.

    a. If not, return to the student for additional information. If second submission is not acceptable, notify the student that the appeals process has concluded.

    b. If so, forward the documents to the instructor and schedule a meeting with the student and the instructor.

2. Meet with the student and instructor to actively pursue a resolution.

    a. If resolved, have all parties sign the grade appeal form and submit to the appropriate office.

    b. If no resolution can be reached, write a letter which summarizes the meeting and forward all documents to the dean of the contested course.

3. Meet with the student, instructor, and dean deemed necessary.

**Dean Responsibilities**
1. Schedule a meeting with the student, the instructor and the department chair.
2. Actively seek a resolution
3. If resolved, have all parties sign the grade appeal form and submit to the appropriate office.
4. If no resolution can be reached, write a letter which summarizes the outcome of the meeting and forward all documents to the graduate dean.

**Grade Appeal Administrator Responsibilities**
1. Distribute the grade appeal materials to the committee members.
2. Call for a volunteer to chair the committee.
3. Meet all deadlines listed in the policy

**Graduate Dean Responsibilities**
1. Select a Grade Appeal Subcommittee and assign a chair
2. Distribute all appeal documents to the subcommittee chair.
3. Notify the student of the Subcommittee's decision. A copy of the letter should be sent to the instructor, chair, and dean.
4. If the student or instructor appeals on procedural grounds, review and notify the student or instructor of the graduate dean's decision.
5. Meet all deadlines listed in the policy.

**Grade Appeal Committee Chair Responsibilities**
1. Schedule a Grade Appeal Committee meeting after all members have had an opportunity to review the materials. Identify questions that need to be addressed. Request any additional material (s) that may be needed.
2. Set the hearing date(s), reserve a room, contact and invite the student, the instructor, and any relevant witnesses.
3. The course instructor is not required to attend the hearing(s), and they cannot be present while the student is presenting their case to the Grade Appeal Committee. However, the instructor is wel come to present their position regarding the matter (if they choose)
    - If no resolution can be reached, the department chair writes a letter that summarizes the details of the meeting, clearly states their position, and sends the letter, the Grade Appeal form, the student's written justification for appeal, after the student has presented their case to the Grade Appeal Com mittee.
4. Record all testimony (but not the deliberations).
5. Write a summary letter with committee recommendation to the appropriate official. Include an attachment that lists all evidence that was examined as well as the official Grade Appeal. For the student to prevail, the student's evidence weighed against the instructor's evidence must demonstrate that the instructor failed to meet one or more of the three conditions above in a clear and convincing manner.
6. Meet all deadlines listed in the policy.

**Grade Appeal Committee Member Responsibilities**
1. Review all documentation of the grade appeal.
2. Attend all meetings and hearings.
3. After reviewing all of the evidence, deliberate and make a decision regarding the appeal. For the student to prevail, the student's evidence weighed against the instructor's evidenc must demonstrate that the instructor failed to meet one or more of the three conditions above in a clear and convincing manner.
4. Meet all deadlines listed in the policy.

**Provost Responsibilities**
1. Notify the student of the committee's decision. A copy of the let ter should be sent to the instructor, chair, and dean.
2. If the student or instructor appeals on procedural grounds, review and notify the student or instructor of the provost's decision.
3. Meet all deadlines listed in the policy.

**Suggested Deadlines for Fall/Spring**

| | |
|---|---|
| September 1/February 1 | Student contacts instructor about the grade in question. |
| September 15/February 15 | If a resolution cannot be reached a Contested Grade Change form must be submitted by the student. |
| End of September/February | Student had met with both instructor and department chair. |
| Mid October/March | Dean reviews all materials and then meets with all parties. |
| Mid April/November | Appeals committee has all materials and sets hearings. |
| Mid May/December | All materials have been sent to the appropriate official and notification will be sent to the student by the end of the month. |

## Grade Point Average

Grade point numerical values are: A is 4; B is 3; C is 2; D is 1; F is 0; WF is 0; and I is 0. Incomplete grades assigned prior to Fall 1993 were computed as F in grade point average calculation. Incomplete grades assigned Fall 1993 or later are disregarded in figuring a grade point average. A grade point average is computed by multiplying the grade points earned in each course by the semester hours of that course, adding the results for each course, and dividing the total by the total credits attempted. A student shall have the prerogative to repeat courses and have only the second grade earned, even if it is lower than the first grade, count in the calculation of the GPA, up to a maximum of four (4) courses or eighteen (18) hours, not to exceed eighteen (18) hours, in courses in which the original grade earned was a "D" or "F." The first attempt shall be recorded on the transcript with the earned grade. The second course with its grade will be listed in the semester earned. The EXPLANATION OF GRADES section of the transcript will note that only the second grade earned is used in the calculation of the retention and graduation GPAs. If a student repeats an individual course more than once, all grades earned, with the exception of the first, are used to calculate the retention and graduation GPAs. Students repeating courses above the first 4 courses or 18 hours of "Ds" or "Fs" repeated may do so with the original grades and repeat grades averaged. The figure calculated is then rounded to the nearest one-hundredth. For example, 1.594 is 1.59, and 1.595 is 1.60. The grades "P", "N", "AU" and "W" are disregarded in figuring a grade point average.

(NOTE: This East Central University policy is based on the State Regents' *Grading Policy* and is subject to review and modification by the Oklahoma State Regents for Higher Education.)

## Transferring Grades

A transferred grade other than A, B, C, D, F, and WF has a value as close as possible to the one assigned by the institution where it was earned. A grade from an institution using a different grading system is given the value of a comparable grade at East Central University.

## Attendance Requirements

Individual instructors determine the degree that tardiness and absence from class affect a student's grades and his or her ability to continue attending their classes. Makeup work, if it is permitted, also is done under conditions set by the instructor. Instructors notify students of their policies in each of their courses at the beginning of each semester or term.

## Conduct Requirements

Students are expected to abide by the laws and norms of society, the rules of the University, and the rules issued by the Regional University System of Oklahoma board (see *Student Handbook*).

## English Proficiency Requirement for Faculty

Instructors at East Central University are required to meet minimum English Proficiency standards. The Oklahoma State Legislature requires all public schools to establish and abide by a set of standards. East Central University's policy is printed in the Faculty Handbook. If a student feels a complaint should be filed in reference to an instructor's English Proficiency, he or she may do so in the Office of the President of the University.

## Retention Rates

Upon request, prospective and enrolled students may receive from the University a description of retention rates in terms of East Central University's enrollment patterns and types of students.

## Deans' and President's Honor Rolls

The names of undergraduate students doing exceptional academic work are published each semester and are entered on the permanent honor rolls. To be eligible for this honor in a particular semester, a student must complete at least twelve regular-graded semester hours (grades of A, B, or C), must meet the minimum GPA requirement, must have earned no grade lower than "C" that semester, and must not have received an "I" in that semester. If he or she earns a grade point average of 3.3 or higher that semester, his or her name is placed on the Deans' Honor Roll. If he or she earns an "A" in all courses that semester (4.0 GPA), his or her name is placed on the President's Honor Roll.

## Graduating with Honors

A bachelors degree candidate with a total grade point average and an East Central University grade point average, will receive the following achievement status:

Levels of Academic Achievement

1. Graduating with Academic Achievement (3.5 - 3.79)
2. Graduating with High Academic Achievement (3.8 - 3.99)
3. Graduating with Highest Academic Achievement (4.0)

Averages are rounded to the nearest one-hundredth.

# RECORDS, GRADUATION, AND PLANNING FOR GRADUATE SCHOOL

## Student's Records

The academic record of anyone admitted to the University is confidential, subject to his or her own examination and to the official use of the University in compliance with the Family Educational Rights and Privacy Act.

Transferred records for a student planning to graduate from East Central University are recorded complete. Those records for a student planning to transfer to another institution may not be recorded in detail. If a transfer student holds a degree, the degree is noted, but the courses may not be. Records of graduate courses are recorded if they apply toward a degree or certificate program at East Central University.

A person who has no delinquent obligations to the University may have official transcripts of his or her academic records delivered to himself or herself or mailed wherever he or she requests. The transcript is a copy of the complete official scholastic record of a student. Partial or abridged transcripts are not issued. East Central University has retained Credentials Solutions to accept and process transcript orders. The transcript order form is available in MyECU or may be accessed via www.ecok.edu. Pricing and payment options are detailed on the order form. If you are unable to submit your request via the internet, you may contact Credentials Solutions at 847-716-3005 to order transcripts. There is an additional operator surcharge for placing orders over the telephone.

## Graduation

A student planning to graduate must file an electronic degree application by the dates published on the ECU website at https://www.ecok.edu. Students qualifying for two degrees during the same semester must make two separate applications. Students receiving two majors but only one degree will apply once. See Office of Admissions and Records personnel with questions.

Graduation exercises are held at the end of the spring and fall semesters. A student completing degree requirements at the end of the fall semester will attend the fall commencement exercises. A student completing degree requirements at the end of the spring semester will attend the spring commencement exercises. A student completing degree requirements at the end of the summer term will attend the commencement exercises in the spring prior to completing degree requirements. All students must pay a graduation fee prior to the degree being conferred.

## Planning for Graduate School

The student who plans to pursue graduate study, whether at East Central University or elsewhere, should start planning for graduate school while an undergraduate at East Central University. As early as possible, he or she should request counseling from the graduate school he or she expects to attend, study the graduate school's catalog, and plan his or her undergraduate work to suit the graduate school's admission requirements.

# LIBRARY, AUDIOVISUAL RESOURCES, COMPUTER LABORATORIES, COMPUTER USE POLICY, WRITING CENTER, HIGH SCHOOL MEETS, INTERNATIONAL STUDENT PROGRAM AND SERVICES, GLOBAL EDUCATION PROGRAM, NATIONAL STUDENT EXCHANGE PROGRAM, AND ACADEMIC SUCCESS CENTER

## Linscheid Library

The East Central University Library dates from the founding of the institution in 1909. A new library facility, completed in 1997, continues the tradition begun in 1949 of naming the East Central University library after Dr. Adolph Linscheid, President of ECU from 1920 to 1949. The Linscheid Library includes stacks, reading, study, and lounge areas, carrels, and rooms designed for library instruction, collaborating, and group study.

The library resources include a carefully selected collection of more than 600,000 books, scholarly and popular periodicals and newspapers, government documents, pamphlets, and microfilm materials. A variety of electronic databases are available for student and faculty use. Photocopy, microform, and fax scanners are available free of charge.

To supplement the collection, the Linscheid Library offers Interlibrary Loan services which enable East Central University students and faculty to borrow books and receive articles from other libraries nationwide.

The James Thompson Special Collections Room is housed on the top floor and contains a number of valuable resources, with emphasis on local and regional history and culture.

The Library maintains a growing collection of video material to support the curriculum of the university. In addition, projection equipment, audio recording devices, television monitors and other hardware are available for classroom use. Other services such as large-format printing, media transfer, and duplicating are also offered to the East Central University community.

## Computer Use Policy

The East Central University campus network is available to all faculty and staff and to students enrolled in at least one credit-earning class. Services available include campus E-Mail, access to Internet and the use of a variety of software applications. The purpose of the network is to support the education mission of the University. To this end, the following activities are prohibited:

- Any for-profit activity that will benefit the user or any other party.
- Any attempt to use any other person's password or to use any password other than the one assigned to the user, unless so directed by a member of the university faculty or staff.
- Violation of the Oklahoma Computer Crimes Act, copyright laws and other Oklahoma or federal statutes.
- Universities are being targeted by entities such as the Recording Industry Association of America, which operates under the assumption that students illegally download music and videos. As such, we "search" for illegal sharing of music or videos and block the users' account and access to our network if found.
- All behavior and activities prohibited by University policy.

The password of any individual violating any of the above provisions may be voided and future access to the network may be denied pending a review and hearing by the Office of Academic Affairs. All individuals denied access to the network may appeal the decision to the Provost/Vice President for Academic Affairs. The decision of the Vice President will be final.

## Computer Laboratories

Student access and use of a variety of computer applications is an important part of East Central University campus life. Computer laboratories are available for course work for enrolled students. These labs have flexible hours and frequently have a person available to offer assistance. One of the features that comes with enrollment at East Cen-

tral University is individual access to the campus computer network. Each semester, enrolled students are given an account that will allow them to use computer laboratories and email. A wireless option is also available. Word processing and electronic spreadsheets are typical of applications available to all students. Students, faculty, and staff are able to send and receive messages, store data on the computer servers, and access the Internet.

### High School Meets

The annual interscholastic meet affords competition for high schools in many academic areas. The University also sponsors a high school invitational basketball tournament and highschool meets in speech, music (vocal and instrumental), science, engineering, history, and English.

### International Student Program and Services

The Office of International Student Program and Services (ISPS) provides core services to international students, visiting scholars, faculty, and academic departments at East Central University. ISPS provides advice, information, and referrals on matters such as immigration regulations, US employment authorization, taxation, financial matters, and educational concerns. ISPS provides admission assistance and advising for F-1 students, as well as for other visa holders, non-US citizens, and naturalized citizens. In conjunction with the University's Global Education Program, ISPS assists in the recruitment of students from a variety of foreign countries and administers the transfer of international students in accordance with the University's strategic enrollment plan. Students can receive assistance with problems related to social and personal adjustments to a new culture, as well as practical matters related to living in the United States through the Office of ISPS. Lastly, ISPS represents the concerns and needs of international students to the University community. Students, visitors, and employees can connect to our office through in-person advising, phone and e-mail, attending programs, receiving e-mail announcements, and by visiting our website.

### Global Education Program

Having an understanding of different ethnic groups and their cultures, philosophies, and traditions is vital to being successful within the business, technological, or political arena in today's global world. To help East Central University students gain such experience first-hand and to develop cross-cultural competencies, partners in higher education from throughout the world are actively sought in order to develop student and faculty exchange programs along with other educational connections. ECU's students also have an opportunity to travel and study internationally through a number of exchange programs with the University's sister institutions in France, Russia, and Ukraine, as well as with partners in Wales, Spain, China, and other countries of the world. For more information please check the Global Education website http://www.ecok.edu/academics/global-education.

### Academic Success Center

The Academic Success Center is responsible for assessing, advising and enrolling all beginning freshmen, first-time transfer, and concurrent students. The Center provides professional development for faculty advisors. It also serves as an information, resource, referral and customer service center for all ECU students needing current information about academic rules and regulations. Located in the Spencer Administration Building, the Center also provides assessment testing and College Level Placement (CLEP) testing.

## THE HONORS PROGRAM

The Honors Program embodies high ideals of academic excellence through which students are provided challenging college experiences and enriched opportunities. Honors students are nurtured through vibrant and distinctive seminar-type classes which are mature in scope, content and student application. An Honors course does not accomplish this by simply increasing the quantitative workload beyond that expected of a non-honors student, but by establishing an environment of scholarly interchange between students and faculty.

The Honors Program is coordinated by the Honors Board which is composed of five faculty members, the Honors Director, the Provost/Vice-President for Academic Affairs, The Honors Student Association faculty sponsor, and one student. This governing board determines student admission standards and establishes policy for the Honors Program. Students may qualify for admission in a number of ways:

1. Incoming students with a high school GPA of at least 3.5 and a composite ACT score of at least 26 are invited by the Honors Board to apply for admission to the Honors Program. Students whose scores do not meet these criteria may apply for special consideration. Each application will be considered on a case-by-case basis.

2. Continuing students who have demonstrated a high level of skill, talent, and intellect in pursuit of college credit and who have a minimum overall Grade Point Average of 3.3 or higher are also invited to apply for admission to the Honors Program.

### I. University Honors Requirements 21 hours

The Honors Program consists of Honors courses offered throughout the student's college career. Students should enroll in one Honors course per semester to make satisfactory progress and maintain good standing. A student who wishes to graduate from an ECU bachelor's program with University Honors must complete the following coursework:

**A. General Education Honors 12 hours**

These courses are linked, sequential, liberal arts seminars.

HNRS 1213 Enduring Questions: Perspectives from the Humanities (G1);
HNRS 1313 Enduring Questions: Global Perspectives (G2);
HNRS 2213 Enduring Questions: Perspectives from Science (G4);
HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research (B, ENG 1213),

Incoming students who have already completed Freshman Composition Two before enrolling at ECU have the option of completing an additional Honors Project instead of completing HNRS 2313.

**B. Engagement Honors 3 hours**

May be satisfied by study abroad, an OSLEP seminar, summer research, an Honors-enhanced internship, or other approved on or off-campus educational opportunity.

**C. Research Honors 6 hours**

Six hours of honors coursework within the student's academic major.

1. Two-semesters of Thesis: HNRS 4993 Thesis Research *and* HNRS 4993 Thesis Writing/and Defense; **OR**
2. Two approved Honors Projects in upper-division courses.

### II. Department Honors Requirements 9 hours

Upper-division and transfer students may be admitted to the Honors Program and graduate with Departmental Honors. Students must complete the following coursework:

**A. Research Honors 6 hours**
Six hours of honors coursework within the student's academic major.
1. Two-semesters of Thesis: HNRS 4993 Thesis Research *and* HNRS 4993 Thesis Writing/and Defense; **OR**
2. Two approved Honors contracts in upper-division courses.

**B. Engagement Honors 3 hours**
May be satisfied by study abroad, an OSLEP seminar, summer research, an internship, or other approved on or off-campus educational opportunity.

### Grade Point Average Requirements

Honors students are expected to maintain an overall Grade Point Average of 3.3 and an "A" or "B" in Honors coursework. Honors students whose GPA falls below 3.3 or who receive less than "A" or "B" in Honors coursework will be placed on academic probation from the Honors Program. After one probationary semester, a GPA of less than 3.3 will suspend the student from Honors study and Honors housing and the student must petition for readmission.

### Honors Graduation

Honors courses are designated as such on the student's transcript. Students who complete the Honors program requirements will receive appropriate recognition at commencement and an honors designation will be indicated on their transcript and diploma.

In addition, Honors graduates with exceptional grade point averages will receive the following achievement status:

Levels of Honors Academic Achievement

1. University Honors with Academic Achievement (3.5 - 3.79)
2. University Honors with High Academic Achievement (3.8 - 3.99)
3. University Honors with Highest Academic Achievement (4.0)

Departmental Honors graduates will receive recognition at the same levels of achievement as shown above.

Students wishing to enroll in a single Honors course or wishing to complete all requirements for graduation with Honors must be formally admitted to the Honors Program. Questions about the program should be directed to the Honors Program Director.

## STUDENT HONOR SOCIETIES AND AWARDS, AND DISTINGUISHED PROFESSORS AND ALUMNI

### Student Honor Societies

Alpha Chi National Honor Scholarship Society
Juniors and seniors having a cumulative grade point average of 3.5 or higher are eligible to apply for membership in this society. If accepted, they become members for life.

Alpha Phi Sigma
A national criminal justice honor society which recognizes criminal justice majors who have at least a 3.2 GPA.

Alpha Psi Omega
Membership in this national and Canadian honor society is open to students who achieve high standards in dramatics.

Beta Beta Beta
Honor society for students majoring in biology.

Delta Mu Delta
Delta Mu Delta is an international honor society in business that recognizes and encourages academic excellence of students at qualifying colleges and universities to create a community that fosters the well-being of its individual members and the business community through life-time membership. Membership is open to junior and senior business administration and accounting majors in the top 20% of their respective class. Delta Mu Delta graduates are recognized at graduation with honor cords.

Epsilon Nu Eta
Each student candidate must be an Environmental Health Sciences major and have one full academic year of residence at this university and a grade point average of 3.0. If junior standing, upper 1/4 class rank, completion of at least 15 credit hours of Environmental Health Sciences courses, and at least a "B" average in all Environmental Health Sciences courses. If Senior standing, upper 1/3 class rank and completion of at least 21 credit hours of Environmental Health Sciences courses.

Gamma Sigma Epsilon
Chemistry honor society with the goal to inspire proficiency and interest in chemistry at East Central University. Admission to Gamma Sigma Epsilon requires a 3.0 GPA and 12 hours of college level chemistry.

Gamma Theta Upsilon
Geography honor society that encourages the emphasis of geographical education.

Kappa Kappa Psi
Kappa Kappa Psi is an honorary, co-educational Band service fraternity.

Lambda Epsilon Chi
The National Paralegal/Legal Assistant Honor Society recognizes legal studies students who have demonstrated superior academic performance. To be eligible for membership, a legal studies major must have a cumulative grade point average of 3.5 or above and completed two-thirds of the legal studies major requirements (83 of 124 semester hours).

Phi Alpha
Juniors and seniors having a cumulative grade point average of 3.25 or higher are eligible for membership in this social work society.

Phi Alpha Theta
Membership in this history honor society is open to any student with 12 hours in history courses, 3.1 GPA in history courses, and a 3.0 cumulative GPA in 2/3 of remaining course work.

Pi Kappa Delta
The purpose of this national honor society is to promote interest in debate.

Pi Mu Epsilon
The National Mathematics Honor Society with membership by invitation only, based on grade point average.

Pi Sigma Alpha
The National Political Science Honor Society is open to all students with at least 10 hours of Political Science course work and a 3.0 retention grade point average.

Pi Upsilon Omicron
Membership to this honor society is for Sophomore/Junior level Family Consumer Sciences major that have a 3.0 cumulative GPA and part of the top 30% of HHFS majors.

Psi Chi
The International Honor Society in Psychology is open to students who are declared majors or minors in Psychology and have completed three semesters of college, with 9 semester hours of psychology and a 3.0 grade point average in Psychology courses and cumulative grades. Graduate students with a 3.0 cumulative grade point average in all graduate courses are also eligible to apply for membership.

Sigma Pi Sigma
Sigma Pi Sigma is a national physics honor society. Students elected to membership must attain high standards of general scholarship, good character, and outstanding achievement in physics. Sigma Pi Sigma is the official honor society of the physics profession and is an affiliated society of the American Association for the Advancement of Science and the American Institute of Physics. Three courses in physics must be completed to apply as well as a 3.0 GPA in physics.

Sigma Tau Delta
The purposes of this international English honor society are to confer distinction for high achievement in English language and literature, to provide cultural stimulation on the college campus, and to encourage creative and critical writing. The ECU chapter, established in the spring of 1982, is Upsilon Pi.

To be eligible for membership, a student must have a cumulative grade point average of 3.0 or above and a grade point average of 3.0 or above in all English courses taken, and must have completed at least two courses beyond the freshman level. For purposes of membership, Humanities 2413 counts as an English course.

## Student Honor Awards

Black's Sportsmanship Award
The Black's Men and Boy's Wear offers an award to an athlete lettering in one of the sports for the current year. This award will be based upon the sportsmanship shown by the student both in practice and in matched competition.

Business Scholar Leaders Award
Kellogg & Sovereign Consulting, LLC has partnered with the Stonecipher School of Business to establish the Business Scholar Leaders Program. Junior students are selected through a scholarship application process to join Business Scholar Leaders. Selected students participate in special scholar courses, special campus events, and travel to New York City (Wall Street) and other locations of interest to reward the highest level of business education. Freshman students with high academic standing are invited to participate in the Freshman Business Scholar Program. Business Scholar Leader graduates are recognized at graduation with honor cords.

Raymond Estep Award
Freshman, sophomore and junior students who have the highest grade point average, will receive credit toward any East Central University fee, including room, board and books not paid by any other award source. The awards will be about $400-$500 each. Ties will be settled according to published guidelines.
This is given by Dr. Raymond Estep (1937), former East Central University Foundation Inc., trustee and distinguished alumnus.

First National Bank and Trust Company Award
The First National Bank and Trust Company, Ada, offers annually a cash award of $250 to the student who is voted by the faculty to be the most useful member of the student body of the institution. Usefulness includes scholarship, participation in wholesome activities, and general value to the University.

Gem Credit Jewelers Award
Gem Credit Jewelers of Ada offers annually an award to the most valuable athlete, the individual to be chosen by the university committee on athletics.

George Nigh Award
Julian Rothbaum annually offers this award in honor of Governor George Nigh to a graduating senior having excellent scholastic records and good character who shows potential for contributing to public service. The recipient is honored at a reception, is given an individual plaque, has his or her name engraved on a permanent plaque, and is given $500.

Gordon Harrel Award
The Gordon Harrel Award, presented to an outstanding student in the Geography Department, is given in honor of Mr. Gordon Harrel, a former faculty member of East Central University.

Linscheid Award
The name of the outstanding debate student for each year is placed on a plaque provided in the honor of the late Dr. A. Linscheid, President of East Central University. This award is made possible through the Pi Kappa Delta Speech Fraternity and a gift by General Ira C. Eaker.

School Spirit Award
The School Spirit Award is given by the East Central University Bookstore each year to the young man and young woman who have exhibited and engendered the most wholesome East Central University spirit during the year.

Student Government Officer's Awards
Certificates and plaques are awarded to members of the Student Senate and the Honor Court for faithful performance of duties.

Top Ten Freshman Award
Sponsored by Student Senate. Given in the fall to ten sophomores based on the merits of their freshman year record and activities.

Top Ten Senior Award
Sponsored by Student Senate. Given in the fall to ten seniors based on their previous three years academic and involvement records.

Wal-Mart Scholar Athlete Award
Wal-Mart enterprises offers annually an award to the outstanding male and female graduating senior scholar athlete. The student must have earned at least two letters in any varsity sport and have a grade point average computed on seven semesters or the equivalent.

Who's Who Among Students in American Universities and Colleges
The Student Achievement Committee makes the final decision of the selection of Who's Who in American Universities and Colleges. Nominations are made in the fall by faculty, organizations, or individual students. The selected students must be of junior, senior, or graduate rank and have an accumulated grade point average of at least 3.0.

## Other Awards and Honors

Other awards and honors are given for meritorious achievement in academics, athletics, and other areas. Most of the regularly enrolled students are eligible for these various honors. Formal presentations are made each spring in a special awards assembly.

## S. C. Boswell Professor

The S.C. Boswell Memorial Charitable Trust was established by Sara Boswell and Jane Boswell Maher to "attract and hold outstanding faculty members" in the Harland C. Stonecipher School of Business. The trust provides an annual stipend to the S.C. Boswell Professor, and funds the S.C. Boswell Lecture Series. These lectures, which are on current topics in business, are open to students, faculty, and the community.

## Oscar L. Parker Center for the Advancement of Ethical Standards in Business and Society

In 1988 a trust agreement was entered into with East Central University establishing the Oscar L. Parker Center for the Advancement of Ethical Standards in Business and Society as a fitting and lasting memorial to Oscar L. Parker, a highly respected educator, businessman, college administrator, and civic leader of Ada, and an active supporter and long-time employee of ECU. In addition to creating the Center and providing a yearly operating budget, this endowment also established the Oscar L. Parker Professorship at ECU. The holder of this professorship acts as Director of the Center.

The overall purpose of the Parker Ethics Center is to provide a forum for the presentation of issues involving business and societal ethics of interest to the business and academic community, as well as the general public. The Director acts as spokesperson for the Center and serves in the capacity of speaker and presenter to civic organizations, high school assemblies, and other organizations on relevant ethical issues. In addition, the Center sponsors an annual workshop or conference on the subject of ethical standards in business and society, and houses a small library for studies of ethical issues by students and faculty.

## Distinguished Alumnus Award

At each graduation ceremony since 1970 a former student of East Central University has been awarded a Distinguished Alumnus Award (DAA) for having distinguished himself or herself personally and professionally. His or her name is inscribed on a permanent plaque displayed at the University.

Recipients of the Award are Edmon Low (DAA '70), Paul Joseph Hughes (DAA '71), Ernest W. McFarland (DAA '71), C. Dan Procter (DAA '72), Jack T. Conn (DAA '72), Lavern E. Weber (DAA '73), Muriel Wright (DAA '73), Charles F. Spencer (DAA '74), Ross H. Miller (DAA '74), James A. Thomas, Sr. (DAA '75), William Benham, Jr. (DAA '75), William P. Willis (DAA '76), Betty Roper (DAA '76), George Nigh (DAA '77), Marvin Stokes (DAA '77), Robert E. Naylor (DAA '78), Lowell E. Green (DAA '78), Ferdie J. Deering (DAA '79), William D. Little, Jr. (DAA '79), Hugh B. Warren (DAA '80), Darryl Fisher (DAA '80), Mae Boren Axton (DAA '81), Farris E. Willingham (DAA '81), Bill J. Harris (DAA '82), Lonnie Abbott (DAA '82), Joe Allan Leone (DAA '83), J. Angela Ables (DAA '83), Lyle H. Boren (DAA '84), Bill J. Tillman (DAA '84), George Ing (DAA '85), Philip R. Wimbish (DAA '85), Bowie C. Ballard (DAA '86), William Harvey Faust (DAA '86), Gilmer Bryan Morgan (DAA '86), Oscar Lewis Parker (DAA '86), Bertha Teague (DAA '86), Leon Polk Smith (DAA '86), Portia Isaacson (DAA '86), Harland Stonecipher (DAA '87), Leonard Limes (DAA '87), Stanley P. Wagner (DAA '88), Carlos Johnson (DAA '88), Rudolph Hargrave (DAA '89), James West (DAA '89), Juanita Kidd (DAA '90), James Saied (DAA '90), J. V. Smith (DAA '90), Ron Stone (DAA '90), Clarence Oliver, Jr. (DAA '91), Raymond Estep (DAA '91), Charlie Cummings (DAA '92), Hallie Ford (DAA '92), Dorothy Summers (DAA '92), Doyle McCoy (DAA '93), Joe J. Struckle (DAA '93), H. Dale Hall (DAA '94), Gary D. Maynard (DAA '94), William Joseph Parsons (DAA '94), Bill Anoatubby (DAA '95), Frank R. Crabtree, Sr. (DAA '95), Eleanor Waner Dedmon (DAA '95), Glenn E. Floyd (DAA '96), Robert S. Kerr (DAA '96), George E. Abshire (DAA '97), Diane Blackburn Criswell (DAA '98), Tom Criswell (DAA '98), Sterling Williams (DAA '99), Lee Horne (DAA '00), John W. Lowry (DAA '00), Derrill Cody (DAA '01), Dick Wilkerson (DAA '01), Donnie L. Nero (DAA '02), Kevin Turner (DAA '03), Janice Keefer Diamond (DAA '04), Robert Diamond (DAA '04), Randy Harp (DAA '04), Danny Hilliard (DAA '04), Harvey Dean (DAA '05), Tommy Hewett (DAA '05), Brad Fenton (DAA '06), Shirley Pogue (DAA '07), Jefferson Keel (DAA '08), Bill Bridgwater (DAA '09), Randy Grinnell (DAA '10), August Peterson (DAA '10), Stephanie Canada (DAA '11), Elizabeth Smith (DAA '11), David Porter (DAA '12), Alan Marcum (DAA '13), Steve Stokes (DAA '13 posthumous award), Susan Paddack (DAA '13), Bill Lance (DAA '14), Becky Gallup Payton (DAA '14), William Thrash (DAA '14 posthumous award), Todd Graham (DAA '15), Deborah Cornelison (DAA '15), Jimmy Scales (DAA '16), Frank davis (DAA '16), Jim Spencer (DAA '16), J. Michael Prince (DAA '17), Michael O. Brown (DAA '18), Janice L. Gray (DAA '18), Craig Scheef (DAA '18) James R Hamby (DAA '19), Tony A. Scott (DAA '19), Dr. Ed Huckeby (DAA '20), Ruben Elizarde (DAA '20), Jeremy Humphers (DAA '21), Dewey McClain (DAA '22), Anita Holloway (DAA '22)

## Distinguished Family Award

Recipients of the Award are The Floyd Family (DFA '08), The Fentem Family (DFA '09), The Clements-Compton Family (DFA '10), The Bulman Family (DFA '11), The Zimmerman Family (DFA '12), The Ramadan Family (DFA ' 13), The Bonar/Martin Family (DFA '14), The Higginbotham Family (DFA '15), The Grinnell Family (DFA '16), The Floyd/Allen Family (DFA '18), The Lee Horne Family (DFA '19), The Lancaster Family (DFA '22)

## Distinguished Former Faculty Award

Recipients of the Award are Grace George (DFFA '07), James R. Harris (DFFA '07), Ray Quiett (DFFA '08), William Carter (DFFA '09), Davis Joyce (DFFA '10), Elmer Brown (DFFA '11), Jeff Fredrick (DFFA '11), Don Kellogg (DFFA '12), Carlotta Lockmiller (DFFA '12), Margaret Nims (DFFA ' 13), Elizabeth Schmelling (DFFA '13 posthumous award), Jack Paschall (DFFA '14), James Danley (DFFA '14 posthumous award), Don Stafford (DFFA '15 posthumous award), Bill Osborne (DFFA '15), Tim Gree (DFFA '16 posthumous award), Carol Bridges (DFFA '16), Bill Chapman (DFFA '18), Lou Watkins (DFFA '19), Dr. Carl Rutledge (DFFA '21), Dr. Larry Choate (DAA '22)

## Distinguished Philanthropist Award

Recipients of the Award are Hallie Brown Ford (DPA' 07), Leon and Mary Pauline Lanoy (DPA '08), Harland and Shirley Stonecipher (DPA '12), The Chickasaw Nation (DPA '13), City of Ada/Ada Jobs Foundation (DPA '14).

## Distinguished Service Award

Recipients of the Award are Mike and Karen Smith (DSA '07), David Hathcoat (DSA '08), Billie Floyd (DSA '09), The Horne Family (DSA '11), Frank Crawford (DSA '12), Mike Crawford (DSA '12), Monica Neal (DSA '13), Bertha Frank Teague Mid-America Classic (DSA '14), Kellogg and Sovereign Consulting, LLC (DSA '15), Karen Hudson (DSA '16), Craig Scheef (DSA '16), Darryl Fisher (DSA '18), Elizabeth A. Vezina (DSA '19), Yancy Spivey (DSA '21), Jim & Ann

# COMMUNICABLE DISEASE, GRIEVANCE, AND SEXUAL HARASSMENT POLICIES

## Communicable Disease Policy

It is the general policy of the University that applicable state and federal laws pertaining to contagious or infectious diseases, all matters of public health, as well as those governing discrimination and privacy shall be appropriately observed and followed in its operation. All University personnel are expected to cooperate with authorized public health officials in resolving threatening situations which may arise. Recent events have brought attention to numerous communicable diseases including AIDS, H1N1 Flu, bacterial meningitis, mumps, measles, and rubella.

Critically important is an increasingly large body of information that clearly demonstrates that AIDS is not transmitted by any form of casual interpersonal contact. The causative virus is actually surprisingly fragile, and does not survive and multiply in the air, on inanimate objects, or on environmental surfaces. It does not swim across pools or fly. Medical research studies in households and schools have demonstrated convincingly and repeatedly that the risk of transmission of AIDS is exclusively that of intimate sexual contact, mother to child, shared needles and that transmission in an ordinary *academic, domestic*, or *work* setting does not occur. It is known that HTLV-III is present in the blood of most people with AIDS and AIDs related illnesses, and in some who are healthy carriers; thus, exposure to contaminated blood by sharing needles is dangerous. That many Americans continue to believe that AIDS can be acquired from a drinking glass, toilet seat, or one's casual companion undoubtedly reflects not just misinformation, but fear.

Current knowledge thus indicates that college and university students or employees with AIDS, AIDs related illnesses, or a positive HTLV-III antibody test do not pose a health risk to other students or employees in a usual academic or residential setting. The Public Health Service has stated that there is no risk created by living in the same house as an infected person, caring for an AIDS patient, eating food handled by an infected person, being coughed or sneezed on by an infected person, casual kissing, or swimming in a pool with an infected person.

Education and communication form the basis of the institution's strategy for dealing with the issues raised by communicable diseases on campus. Based on current medical findings and recommendations of the American College Health Association, the Federal Centers for Disease Control, and the Oklahoma State Department of Health Bulletin, East Central University has established administrative guidelines and educational strategies for students, faculty and/or staff with serious communicable diseases. The University recognizes that no single policy statement can govern every situation which may arise; thus, individual cases shall be considered on their own needs and merits. The University will continue to develop and review guidelines, educational programs, and resources to meet the needs of all its students and employees.

## Institutional Policy Statement and Procedure on Serious Communicable Diseases

**I. Campus Life**

A. Individuals with a serious communicable disease should have the same rights as any other person - free of discrimination on the basis of their infection, but will comply with University policy and procedures contingent on medical recommendations. Individuals seeking reasonable accommodations originating from a documentable disease must register with the Office of Testing and Accessibility Services so that said accommodations may be provided.

B. *Housing*
On campus housing will be made available to persons with communicable diseases under the same conditions as applicable to any individual, but will comply with federal, state, local, and University policy and procedure in relation to the disease. Requests by the infected individual for unique accommodations will be given every reasonable consideration, where possible, to meet the special housing needs of that individual. Precautions will be taken on the advice of appropriate public or private health science professionals.

C. *Class Attendance and Laboratories*
Laboratory instructors, workers, and students should follow safe procedures that would prevent transmission of body fluids. In the event of laboratory accidents that break the skin, precautions should be exercised to prevent transmission of body fluid. Laboratory procedures that involve blood samples, muscle biopsies and other biological materials should be collected and handled with care using recommended procedures. All departments should develop guidelines for laboratory procedures when dealing with communicable diseases.

D. *Athletic and Sports Activities*
Persons with communicable diseases should seek counseling concerning participation in athletic or sports activities. Sports activities can result in bleeding or open wounds. Individuals coming into contact with such injuries in any way should use utmost caution. Procedures should be developed by all departments to cover such incidents.

E. *Food Handling*
Persons involved in the preparation or serving of food or beverages should maintain current health certificates and follow current health standard recommendations. Persons identified as having a communicable disease will abide by federal, state, local, and University procedures in the performance of their duties.

**II. Counseling and Health Services**

A. East Central University will make all reasonable effort to provide referral for students, faculty and/or staff for counseling or health services in community and state agencies. The Student Development Office, Counseling Center, Health Services and Disability Services will maintain information regarding sources of assistance available to students, faculty and staff.

B. *Confidentiality*
Confidentiality must be carefully maintained in accordance with all legal requirements. The patient's right to confidential treatment should be protected and the associated medical records should be kept confidential in accordance with existing institutional and legal requirements. East Central University will make all reasonable efforts to insure that such information is kept confidential. In addition, other University personnel will be made aware of the necessity for confidentiality.

**III. Responsibility of Individual Infected with Communicable Diseases**

East Central University emphasizes that individuals who know they have a communicable disease have a special responsibility to protect others from this infection. This re-

sponsibility includes appropriate conduct in situations where the infection could likely be transmitted. Behavior contrary to this responsibility may be considered as cause for disciplinary action by the University.

**IV. Special Needs**

The future may require difficult decisions concerning the rights of the individual having a communicable disease, the need for medical or psychological assistance to the infected individual, and the protection of the welfare of the larger community. To facilitate such decision making and to provide academic counseling or health care needs, University staff members may find it necessary to seek the assistance of a limited number of key University personnel. Such consultation will take place only with the consent of the student or employee involved, unless consent is refused and inaction is judged to endanger the welfare of others. In all cases, steps will be taken to protect the identity of those involved and utilize only data pertinent to the decision making process.

## Student Grievance and Complaint Policy

ECU aims to provide a supportive campus culture that promotes student learning and development. However, should the need arise, students may file complaints with appropriate institutional officers. Complaints are typically addressed to the individual most directly involved with the complaint. A student should attempt an informal resolution with the appropriate faculty member, staff member or administrator. If the issue cannot be resolved at the level to which the complaint is made, it may be referred to the next higher level. The President may overrule any and all decisions. Also, any complaint filed directly with the President will then be processed through the appropriate administrative channels to attempt resolution prior any final action. Students may request contact information from institutional officers to file a complaint with the appropriate state agency of the institution's accrediting body.

## Sexual Harassment Policy

**Section 1. Purpose**

The Regional University System of Oklahoma Board places a very high priority on each university governed by the Board maintaining a learning and work environment free from sexual harassment. Sexual harassment is recognized as a barrier to the educational, scholarly and research purposes of the universities governed by the Board, and will not be tolerated. Such conduct threatens the mission of the universities governed by the Board, and threatens the careers, educational experience, and well-being of students, faculty and staff.

Sexual harassment is especially serious when it threatens relationships between teacher and student or supervisor and subordinate. In such situations, sexual harassment exploits unfairly the power inherent in a faculty member's or supervisor's position. Through grades, wage increases, recommendations for graduate study, promotion, and the like, a teacher or supervisor can have a decisive influence on a student's, staff member's or faculty member's career at a university and beyond.

While sexual harassment most often takes place in situations of a power differential between the parties involved, the Board also recognizes that sexual harassment may occur between persons of the same university status. The Board will not tolerate behavior between or among members of the university community which creates an unacceptable working or educational environment.

**Section 2. Definition/Prohibited Acts**

No faculty, administrative, support employee, or student of any university governed by the Board shall engage in sexual harassment. For the purposes of this policy, *sexual harassment* is defined as unwarranted sexual advances, requests for sexual favors, or verbal or physical conduct of a sexual nature when:

a. Submission to or rejection of such conduct is made explicitly or implicitly a term or condition of instruction, employment, status or participation in any course, program, or other university activity;
b. Submission to or rejection of such conduct is used as a basis for evaluation in making academic or personnel decisions affecting an individual; or
c. Such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance, or of creating an intimidating, hostile or offensive environment for work or learning.

**Section 3. Examples of Sexual Harassment**

Sexual harassment encompasses any sexual attention that is unwanted. Examples of the verbal or physical conduct prohibited by Section 2, above, include, but are not limited to:

a. Physical assault;
b. Direct or implied threats that submission to sexual advances will be a condition of employment, work status, promotion, grades, participation in a university academic program, or letters of recommendation;
c. Direct propositions of a sexual nature;
d. Subtle pressure for sexual activity, an element of which may be conduct such as repeated and unwanted electronic communications or staring;
e. A pattern of conduct (not legitimately related to the subject matter of a course if one is involved) intended to discomfort or humiliate, or both, that includes one or more of the following, (1) comments of a sexual nature, or (2) sexually explicit statements, questions, jobs, or anecdotes; and
f. A pattern of conduct that would discomfort or humiliate, or both, a reasonable person at whom the conduct was directed that includes one or more of the following, (1) unnecessary touching, patting, hugging, or brushing against a person's body, (2) remarks of a sexual nature about a person's clothing or body, (3) remarks about sexual activity or speculations about previous sexual experience, or (4) exposure to sexual jokes or anecdotes, or printed or visual material of a sexual nature.
g. Any instance of sexual harassment should be reported to the Director of Employment Services, Room 160, Administration Building or the Dean of Students, Room 103, Administration Building.

**Section 4. University Education and Grievance Procedure Requirements**

Each university governed by the Board shall promulgate and implement ongoing educational programs and grievance procedures to aid in the prevention of and response to sexual harassment complaints. Such programs and procedures shall be drafts by each university and presented to the Board for its approval. Each such policy shall include, at a minimum, the following components:

a. A strong statement of policy prohibiting sexual harassment in both the working environment and the educational environment at the university. Such statement substantially similar to the Board policy statement in Section One, above;
b. The definition of what conduct constitutes sexual harassment adopted in this policy by the Board of Regents;
c. A coordinated university-wide educational program providing information regarding sexual harassment, the university's policy against such conduct, and the rights of the persons who are the object of sexual harassment;
d. A counseling program utilizing available campus resources

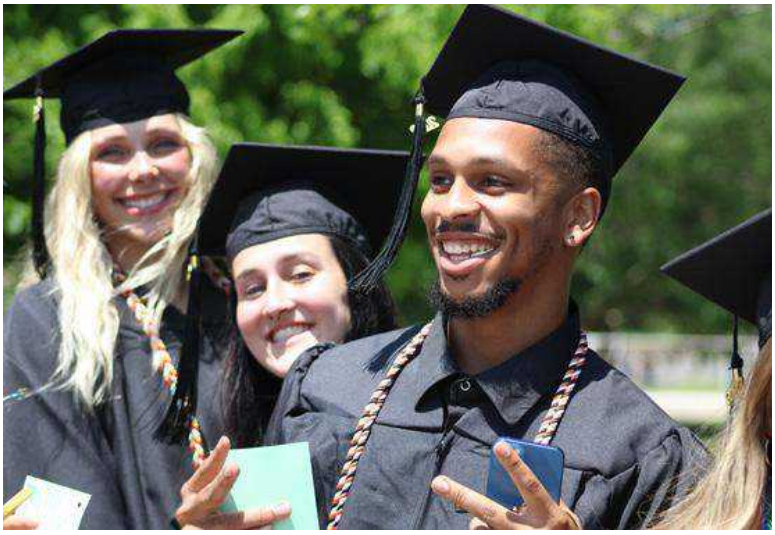
available to both complainants and respondents;

e. An informal grievance procedure designed to encourage the reporting of incidents of sexual harassment and to provide informal conciliation and resolution of sexual harassment complaints where possible. Such procedure should, to the greatest degree legally possible, preserve the anonymity of complainants, provide for informal discussions with persons complained against, secure the confidentiality of records regarding complaints, and be completed in a timely manner;

f. A formal grievance procedure ensuring due process of all parties for resolution of formal complaints transmitted in writing to the Director of Employment Services or the Dean of Students. Such grievance procedure must provide for methods of processing such complaints which permit independent review by persons not personally affected by the particular situation at issue (such as in the case where an employee is complained about by a person working under the supervision of such employee or where a faculty member is complained about by a student in a class taught by the faculty member); and

g. The alleged victim shall be permitted to have one person of his or her choosing accompany him or her throughout the disciplinary procedure. The alleged victim and accused shall be permitted to be present during the entire disciplinary procedure (except during deliberations of the panel). The alleged victim and accused shall have the right to be informed of the outcome of the hearing upon its conclusion by the panel. The person alleged to have engaged in sexual misconduct shall also be afforded all of the rights set forth.

h. An appeal process to the university president in the event of disciplinary action imposed due to review of a formal complaint.



# Section III
## REQUIREMENTS FOR
# BACHELOR'S DEGREES

### Degrees Offered

A student who pursues one of the University's four-year programs may earn the degree of Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Science, Bachelor of Science in Education, Bachelor of Social Work.

A student who pursues the 3 + 1 degree program and is accepted into osteopathic medicine program (Doctor of Osteopathy/ D.O.) may earn a Bachelor of Science degree at ECU upon completion of the first year's study at OSUCOM (Oklahoma State University College of Osteopathic Medicine). Further information is available from the Office of Admissions and Records.

### Requirements for a Bachelor's Degree

A student is eligible for a bachelor's degree if he or she meets the other requirements of the University and the following general requirements.

**1. Total Credits**

A student must earn a minimum of 120 semester hours exclusive of "no credit", "not applicable on degree" or "zero-level" courses. A maximum of 4 hours KIN Activity Courses may be used towards the 124 hour requirement. The ways of earning credit are given in "Taking Courses and Earning Credit," in this Catalog.

**2. On-Campus/Residence Credit**

A student must earn at least 30 semester hours at East Central University and at least 12 of the 30 must be upper division hours. He or she must earn, at East Central University, at least 15 of his or her last 30 semester hours before graduation or at least 50 percent of the hours required by the major must be earned from East Central University. A student must do enough on-campus upper division work in his or her major and minor to provide for his or her evaluation for a degree. Sufficient hours have been established as nine hours in the major and three hours in the minor.

**3. Correspondence Credit**

A student may apply no more than 31 semester hours of correspondence study toward his or her degree.

**4. General Education Credit**

A student must earn all general education requirements as listed in "General Education Requirements of the Undergraduate Divisions" below. These requirements may be fulfilled by transferring credit from an Oklahoma institution participating in the Regents' Articulation Policy.

**5. Upper-division Credit**

A student must earn at least 40 semester hours in upper-division courses (numbered 3000 or higher). Credit transferred from another institution is classified at the level at which it was earned.

**6. Senior College Credit**

A student must earn at least 60 semester hours, excluding physical activity courses, at a baccalaureate degree granting institution.

**7. Major and Minor**

A student must earn credit in the courses required for his or her particular major and minor in this catalog. Unless the requirements for the major specifically allow the major and the minor to be in the same field, they must be in different fields. In some instances the student must select a minor from a particular group designated in the major requirements.

Courses taken for general education credit may also apply on the major unless otherwise specified. No course may apply on all three requirements (major, minor, general education). No course may count as credit toward two majors, excluding related work. No course may count as credit toward both the major and minor, excluding related work. Additional courses must be taken to accumulate the required

hours in either the major or minor.

**8. Double Major**

Having fulfilled all the requirements for a bachelor's degree in a chosen field, a double major may be declared if, instead of a minor, all the requirements for a second major are also fulfilled. A student declaring a double major need not declare a minor. The second major will fill that requirement. No major course may count as credit toward another major, excluding related work.

Should a student meet requirements for two majors and have a minimum of 154 semester hours completed, he or she can apply for two degrees, instead of one degree with two majors. Information may be obtained in the Office of Admissions and Records concerning how to apply for two degrees granted concurrently.

**9. Computer Proficiency**

Students must demonstrate computer proficiency, which includes the competent use of a variety of software and networking applications. Students may fulfill this requirement at East Central University through several options. These options include: 1) successful completion of one of the institution's general education courses in the computer literacy option; 2) successful completion of a sequence of courses within a program of study (major) which a department and school or college dean designate to fulfill this requirement; 3) successful completion of a degree program in which use of a computer is integral to the program (e.g., major in Computer Science); or 4) successful completion of an associate of arts or associate of science degree at a two year college in which the computer skills requirement was met (this option may not reduce or remove any program requirements). This policy applies for first-time beginning freshmen admitted to the university in the fall 1998 semester and thereafter.

**10. Grades**

A student must have a grade point average of 2.0 or higher in his or her total work at all institutions, in all work at East Central University, in all work in each of his or her majors, and in all major work at East Central University. "No Credit" courses may not be included in computing the grade point averages for a degree. Specific majors may also require a higher grade point average.

**11. Second Bachelor's Degree**

Having previously fulfilled all requirements for a bachelor's degree, a student is eligible for a second bachelor's degree after finishing a minimum of 150 semester hours (excluding graduate credit) and the requirements for a new major and new minor. Course work used on the major of the first bachelor's degree may not apply as course work for the major of the second bachelor's degree.

### Waiver Policy for ENG 1113

Students pursuing a bachelor's degree are required to complete six credit hours of English composition. New, incoming freshman at ECU will always be required to complete ENG 1113 (Freshman Composition I) prior to either ENG 1213 (Freshman Composition II), or HNRS 2313 (Enduring Questions: Perspectives from Rhetoric and Research).

In the event a student transfers to ECU having previously completed a course deemed equivalent to either ENG 1213 or HNRS 2313, but without having completed a course equivalent to ENG 1113, the requirement of completing ENG 1113 may be waived with approval of the College Dean for the student's major program of study.

## GENERAL EDUCATION STUDIES
## Philosophy, Purposes, and Themes

### PHILOSOPHY STATEMENT

East Central University embodies its commitment to the values of a liberal arts education through its general education requirement, which is designed to assist students in attaining the knowledge, skills, and attitudes recognized by the University as fundamental to every educated person's understanding of and response to the world. A liberal arts education contributes to the development of informed, responsible citizens, capable of promoting and maintaining a free society, and it provides individuals a foundation for making those ethical, logical, technological, and ecological decisions requisite to effective participation in such a society.

### MISSION STATEMENT

As part of liberal arts education that inducts students into an intellectual community in preparation for and enhancement to disciplinary majors, the General Education Program at East Central University provides students the integrated and thorough foundation needed to reflect critically on information to understand and acknowledge the diversity of life and cultures, to see the relationships among concepts, and to appreciate the interrelatedness of academic areas.

### REQUIREMENTS

General education requirements of the undergraduate majors are given in the chart following. Before beginning to fulfill these requirements, students should study the chart and the following comments:

A student should consult with his or her advisor choosing a course in a general education area offering option. Many majors require that a student select a particular course within the list of optional courses.

A student planning to transfer as a junior or a senior to another Oklahoma institution participating in the Regents' Articulation Policy should take, during his or her freshman and sophomore years, six hours of English composition; six hours United States history and government; six hours of science; six hours of humanities; three hours of mathematics; at least three hours from psychology, social sciences, foreign languages, and fine arts (art, music, dramatics); and additional liberal arts and sciences courses to meet the minimum total of forty-four (44) credit hours at ECU.

# General Education Requirements of the Undergraduate Divisions
## Minimum 44 Hours

### A. UNIVERSITY STUDIES (1 HOUR)

| | | |
|---|---|---|
| UNIV | 1001 | Freshman Seminar* |

### B. ENGLISH COMPOSITION (6 HOURS)

| | | |
|---|---|---|
| ENG | 1113 | Freshman Composition I |
| ENG | 1213 | Freshman Composition II **OR** |
| HNRS | 2313 | Enduring Questions: Perspectives from Rhetoric and Research **(Honors Students ONLY)** |

### C. COMMUNICATION (6 HOURS)

Select two (2) courses. No more than one course may be selected from any category. (Education students should take from 1 and 3.)

**1. Speech:**

| | | |
|---|---|---|
| COMM | 1113 | Fundamentals of Human Comm |
| COMM | 2253 | Communication in the Workplace |

**2. Computer Literacy:** All students (except teacher certification majors) must take one course from section 2 and a second course from sections 1 or 3. Teacher certification majors should take courses from sections 1 and 3.

| | | |
|---|---|---|
| CMPSC | 1113 | Computer Programming I |
| CMPSC | 1513 | Computer Literacy |
| MIS | 1903 | Computer Business Applications |

**3. Languages:**

| | | |
|---|---|---|
| ASLHR | 2613 | American Sign Language I |
| FREN | 1113 | Elementary French I |
| GER | 1113 | Elementary German I |
| LATIN | 1113 | Elementary Latin I |
| RUSS | 1113 | Elementary Russian I |
| SPAN | 1113 | Elementary Spanish I |

### D. MATHEMATICS (3 HOURS)

Select the course required by your major.**

| | | |
|---|---|---|
| MATH | 1223 | Introduction to Probability and Statistics |
| MATH | 1413 | Survey of Mathematics |
| MATH | 1513 | College Algebra |
| MATH | 1613 | Functions and Modeling |

### E. U.S. GOVERNMENT (6 HOURS) and U.S. HISTORY

| | | |
|---|---|---|
| PS | 1113 | United States Government |
| | **AND** | |
| HIST | 2483 | United States History Survey to 1877 |
| | **OR** | |
| HIST | 2493 | United States History Survey since 1877 |

### F. LAB SCIENCE (8 HOURS)

**1. Life Sciences (Select One)**

| | | |
|---|---|---|
| BIOL | 1114 | General Biology |
| EHS | 1114 | Intro to Environmental Health Science |

**2. Physical Sciences (Select One)**

| | | |
|---|---|---|
| CHEM | 1114 | General Chemistry I |
| CHEM | 1324 | Chemical Principles |
| GEOG | 1214 | Earth Science |
| PHSCI | 1114 | General Physical Science |
| PHYS | 1114 | General Physics I |
| PHYS | 1314 | Astronomy |

### G. HUMANITIES & SOCIAL SCIENCES (12 HOURS)

**1. Humanities-Western Civilization (Select One):**

| | | |
|---|---|---|
| ART | 2233 | Art in Life |
| THEA | 2333 | Theatre in Life |
| HIST | 1113 | Early Western Civilization |
| HIST | 1123 | Modern Western Civilization |
| HNRS | 1213 | Enduring Questions: Perspective from the Humanities **(Honors Students ONLY)** |
| HUM | 2113 | General Humanities I |
| HUM | 2123 | General Humanities II |
| HUM | 2413 | Responding to Literature |
| HUM | 2613 | Philosophy: An Introduction |
| HUM | 2813 | Interpreting Film |
| MUS | 2533 | Music in Life |

**2. Humanities-Cultural and Human Diversity (Select One):**

| | | |
|---|---|---|
| ART | 2273 | Survey of Multicultural Art |
| GEOG | 2513 | World Regional Geography |
| HIST | 2513 | Survey of African American History |
| HIST | 2523 | Native Peoples in American History |
| HIST | 2613 | Explorations in World History & Culture |
| HNRS | 1313 | Enduring Questions: Global Perspectives **(Honors Students ONLY)** |
| HUM | 2313 | Multicultural American Literature |
| HUM | 2323 | Global Literature |
| HUM | 2633 | World Religion and Thought |
| HUM | 2713 | Language and Culture |
| MUS | 2433 | World Music |

**3. Social Sciences (Select One):**

| | | |
|---|---|---|
| ECON | 2003 | Principles of Macroeconomics |
| FIN | 1113 | Financial Literacy |
| GEOG | 1113 | Elements of Human Geography |
| PS | 2113 | Introduction to Political Science |
| PSYCH | 1113 | General Psychology |
| SOC | 1113 | Introduction to Sociology |
| SOC | 2113 | Social Problems |
| ANTH | 2713 | Introduction to Cultural Anthropology |

**4. Additional Course: Select one additional course from G1, G2 or G3 OR**

| | | |
|---|---|---|
| HNRS | 2213 | Enduring Questions: Perspective from Science **(Honors Students ONLY)** |

### H. WELLNESS*** (2 HOURS)

| | | |
|---|---|---|
| HHFS | 1513 | Basic Nutrition |
| KIN | 2122 | Choices in Wellness |

*The Freshman Seminar must be taken in the beginning freshman's first semester of enrollment.
**College Algebra or Intro to Probability and Statistics should not be selected unless required by your major. Mathematics courses numbered 1413 or higher, other than "teachers" or "methods" courses, will meet the General Education requirement in Mathematics.
***Credit in physical education for military service is granted in accordance with the commonly accepted practices of the Office of Admissions and Records.

Students who have completed an Associate of Arts or Associate of Science degree from an OKLAHOMA two-year college will be considered as having met all general education requirements listed above. This does not mean specific courses in the major or minor requirements are met with the completion of the Associate Degree.

# GENERAL EDUCATION STUDENT OUTCOMES

## PROGRAM OUTCOMES

**Learning Outcome 1: Communication**

Students demonstrate the ability to communicate effectively in multiple contexts.

**Learning Outcome 2: Intellectual Skills**

Students demonstrate the ability to comprehend and process concepts, to establish relationships within and among disciplines, and to interpret and evaluate information for knowledge-building and decision-making.

**Learning Outcome 3: Information Literacy**

Students demonstrate the ability to find, evaluate, and use information effectively and appropriately for any given learning situation.

**Learning Outcome 4: Intercultural Knowledge**

Students demonstrate the ability to recognize the complexity of culture, their own as well as others, and see themselves as members of a global community.

**CONTENT CRITERIA - The courses falling into each of the following categories must address the criteria indicated for that category.**

**A. UNIVERSITY STUDIES**

**1. Freshman Seminar (All criteria will be addressed.)**

1. Students should know the information contained in the East Central University catalog and student handbook concerning academic and co-curricular life at East Central University.
2. Students should display appropriate college-level study and survival skills.
3. Students should prepare an initial portfolio demonstrating the principles of portfolio construction.

**B. WRITTEN COMMUNICATION (All courses in this category will address these criteria.)**

1. Students should use the various elements of the writing process.
2. Students should write effectively for their intended audience.
3. Students should write clear, coherent, organized and mechanically proficient prose.

**C. ORAL COMMUNICATION (Courses in this category will address the appropriate criteria.)**

1. Students should meaningfully and coherently organize their ideas.
2. Students should deliver an original presentation for a definite purpose.
3. Students should critically assess other's oral or expressed messages.
4. Students should use computers for word processing, spreadsheet, database, and electronic communication applications.
5. Students should demonstrate a basic skill level of communicating with deaf and hard-of-hearing persons.
6. Students should communicate at the novice-mid level in a second language.

**D. MATHEMATICS (All courses in this category will address these criteria.)**

1. Students should formulate and solve problems using techniques of mathematical modeling.
2. Students should use basic mathematical modeling tools drawn from statistics, algebra, geometry, graphing, or analysis of functional relationships.
3. Students should apply mathematics to a variety of disciplines.

**E. U.S. HISTORY AND U.S. GOVERNMENT**

**1. U.S. HISTORY (All U.S. History courses will address these criteria.)**

1. Students should identify an essential core of events, ideas, and people in the history of the United States.
2. Students should analyze an essential core of events, ideas, and people in the history of the United States.

**2. U.S. GOVERNMENT (U.S. Government will address these criteria.)**

1. Students should describe the basic features and concepts of political and social institutions, structures, and systems in the United States.
2. Students should analyze the basic features and concepts of political and social institutions, structures, and systems in the United States.

**F. LAB SCIENCE**

**All Lab Sciences (All lab science courses will address these criteria.)**

1. Students should apply the processes and methods involved in scientific investigations.
2. Students should relate science to everyday occurrences.
3. Students should interpret the results of their laboratory and field work observation and experimentation.

**1. Life Sciences (All life science courses will address these criteria.)**

1. Students should know the fundamental concepts, principles, and theories of the life sciences.
2. Students should apply the fundamental concepts, principles, and theories of the life sciences.

**2. Physical Sciences (All physical science courses will address these criteria.)**

1. Students should know the fundamental concepts, principles, and theories of the physical sciences.
2. Students should apply the fundamental concepts, principles, and theories of the physical sciences.

**G. HUMANITIES AND SOCIAL SCIENCES**

**1. <u>Humanities - Western Civilization</u> (All courses in this category will address these criteria.)**

1. Students should recognize the human experience and achievement of past and present cultures.
2. Students should analyze the human experience and achievement of past and present cultures.

**2. <u>Humanities - Cultural and Human Diversity</u> (Courses dealing with multicultural subjects will address criterion (1). Courses dealing with human diversity subjects will address criterion (2).)**

1. Students should demonstrate a knowledge of different cultures.
2. Students should demonstrate a knowledge of human diversity.

**3. <u>Social Sciences</u> (Courses in this category will address an appropriate criterion.)**

1. Students should recognize the principles of human individual behavior.
2. Students should recognize basic principles of human group behavior.
3. Students should explain economic principles and institutions.

**H. WELLNESS (All courses in this category will address this criterion.)**

Students should apply the principles of social, physiological, and psychological well-being in a comprehensive approach to self and others.



## Section IV

# PRE-PROFESSIONAL PROGRAMS

Several students attend East Central University with the intention of entering a professional school located at another university. For these students East Central University offers pre-professional programs in engineering, law, and pharmacy. Students in these programs have the opportunity to spend from one to three years at East Central University completing the basic entrance requirements to the professional schools. Students interested in this opportunity should contact the appropriate advisor for their program. A description of the basic programs and their advisor follows below.

### Pre-Engineering

No matter what branch of engineering a student wishes to enter, the program for the first four semesters contains mostly the same basic courses. These include mathematics, physics, chemistry, computer science, English, history, and behavioral and social sciences.

The pre-engineering program at ECU allows students to fill these requirements in two years, after which they transfer to a university with an engineering school to take advanced courses in their area of specialization. Advisors customize students' curriculum to match the engineering school they plan to attend. This enables them to enjoy the small classes, personalized instruction, and friendly atmosphere at ECU while receiving an excellent academic foundation for further study. For more information, contact the Department of Physics.

### Pre-Law

A successful career in law demands proficiency in three-skills areas: the ability to think critically, the ability to analyze information from a variety of sources and apply that analysis to solving problems, and the ability to communicate that analysis to others. While completion of any undergraduate degree program confers eligibility for law school, the most successful candidates often come from programs located in the Liberal Arts which emphasize mastery of these skills. ECU offers two programs, Political Science and Legal Studies, which have proven especially successful in helping graduates attain success in law school. The specific choice of major (and minor), however, should be tailored to match the interests and particular needs of each student. Please contact the Pre-Law advisor in the Department of Politics, Law, and Society for more information.

### Pre-Pharmacy

A pre-pharmacy curriculum is offered at ECU that will meet all requirements for admission to any school of pharmacy. The curriculum requires two to three years to complete, after which the remaining four years of study must be taken at a school of pharmacy. The courses to be taken in the two to three year segment include those in biology, chemistry, physics, and mathematics, in addition to several of our general education courses such as English, history, and government. The program is tailored to individual needs depending upon the choice of a particular pharmacy school. For more information, contact the Department of Chemistry.

### Pre-Professional Sciences

East Central University offers courses that are required for admission to professional schools of medicine, dentistry, optometry chiropractic, physician's associate, veterinary medicine, dental hygiene, and physical therapy. Any degree major can be pursued but since most courses required by these professional health degrees are in biology and chemistry, most students choose to major in one of these disciplines. The ECU biology- health science degree program is specifically set up to satisfy course requirements by the pre-professional health programs listed. A student that wishes to pursue the 3 + 1 degree program can satisfy course requirements for early admission to OSUCOM and once admitted, the first year of medical school will count as the 4th year for the baccalaureate degree at ECU. Requirements for the 3 + 1 Program (ECU-OSUCOM) are available from the Department Chair in Biological and Environmental Sciences.



## Section V

# HARLAND C. STONECIPHER SCHOOL OF BUSINESS

### Michael Scott, Interim Dean

## DEPARTMENT OF ACCOUNTING

**Major Offered**
Accounting - BS

**Minor Offered**
Accounting

**Courses**

| Prefix | Subject |
|---|---|
| ACCT | Accounting |

**Certificates Offered**
Accounting (Managerial Accounting)
Accounting (Treasury Management)

## DEPARTMENT OF BUSINESS ADMINISTRATION

**Majors Offered**
Business Administration (Entrepreneurship) - BS
Business Administration (Finance) - BS
Business Administration (General Business) - BS
Business Administration (Management) - BS
Business Administration (Marketing) - BS
Information Technology Management (Data Analytics) - BS
Information Technology Management (Information Systems) - BS
Information Technology Management (Project Management) - BS

**Minors Offered**
Business Administration
Business Administration for Music Majors
Data Analytics
Entrepreneurship
Finance
Human Resources Management
Information Systems Management
Marketing
Military Science
Personal Financial Planning
Project Management
Promotions Management

**Courses**

| Prefix | Subject |
|---|---|
| BSEC | Business-Economics |
| BUCOM | Business Communication |
| BUS | Business |
| BUSLW | Business Law |
| ECON | Economics |
| ENTR | Entrepreneurship |
| FIN | Finance |
| ITM | Information Technology Management |
| MGMT | Management |
| MKTG | Marketing |
| MIS | Management Information Systems |
| MS | Military Science |

**Certificates Offered**
Business (Entrepreneurship)
Business (Banking and Finance)
Business (Global Business)
Business (Human Resources Management)
Business (Management Information Systems)
Business (Personal Financial Planning)
Business (Project Management/ Management)
Business (Promotions Management)

The Harland C. Stonecipher School of Business is located in the Chickasaw Business and Conference Center. The School is also home to the Wilburn L. Smith Center for Entrepreneurship and the Kellogg & Sovereign Consulting, LLC Financial Lab. Students are encouraged to join the Business Leaders Association. Students of high academic achievement will be invited to join the international honor society Delta Mu Delta. Both the Accounting Program, and the Business Administration Program, are accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

### Internship Hours

Students may obtain from one to three credits from internship opportunities. The general requirement is that the internship must include (1) actual work to be completed under the supervision of the place of employment offering the internship and (2) an academic component related to the field of study under the supervision of the SSB internship supervisor. The nature of the actual work and academic component will vary from internship to internship, and the details of each are determined through input from the internship company, supervisor, and student. The hours of credit are determined by the amount of work required.

# DEPARTMENT OF ACCOUNTING

Instructor and Chair Dougherty
Assistant Professor and Chickasaw Endowed Professor Lee
Instructor Elliott

The primary purpose of accounting is to measure and communicate financial information about profit and non-profit organizations to interested persons. Accounting professionals operate within a broad socioeconomic environment. Therefore, emphasis within the accounting program is placed upon a combination of conceptual knowledge and practical applications of accounting theory and concepts as they relate to satisfying the information needs of a disparate group of users. The wide selection of courses in the accounting department enables the student to become familiar with such fields as taxation, financial accounting, managerial accounting, auditing, and governmental/not-for-profit accounting.

The Accounting Program prepares the student for entry level professional positions and provides the prerequisite courses for admission to graduate study. Students majoring in accounting are required to take a combination of business and accounting related courses, which enhance their knowledge of the various business functions. Courses in computer technology and information systems, business communication, management, marketing, finance, business law, and economics are taken by all accounting majors. The Department also offers a minor in Accounting, and two certificate programs in Managerial Accounting and Treasury Management.

## ACCOUNTING PROGRAM

Students graduating with an Accounting degree must complete 150 (of which 76 must be upper division) hours, including 36 hours in accounting, to comply with the educational requirements needed to sit in the State of Oklahoma for the CPA exam. The total number of hours required for a BS degree with a major in Accounting is 124; however, ECU offers a Master of Science in Accounting that allows graduates to meet the Oklahoma Accountancy Act 150-hour requirements.

# DEPARTMENT OF BUSINESS ADMINISTRATION

Chair Dougherty
Professor and Business Administration and Frank Crabtree Sr. Family Endowed Professor of Business Policy Jones
Professor Zhang
Associate Professor and Vision Bank Endowed Professor in Banking and Finance Rauch
Associate Professor and Chickasaw Endowed Professor Bolin
Associate Professor and Gene Nelson Endowed Chair Hite
Assistant Professor and Boswell Endowed Professor Hartley-Kelso
Assistant Professor Pichop
Instructors Byers, Powers

The Department of Business Administration at East Central University brings together five business disciplines with programs leading to a Bachelor of Science degree with a major in Business Administration. The Degree offers concentrations in Entrepreneurship, Finance, General Business, Marketing, Management, and Information Technology Management. The Department also offers nine certificate programs, Banking and Finance, Entrepreneurship, Global Business, Human Resources Management, Management Information Systems, Project Management/Management, and Promotions Management and twelve minors, Business Administration, Business Administration for Music Majors, Entrepreneurship, Finance, Human Resources Management, Management, Marketing, Promotions Management, Information Systems, Project Management and Data Analytics.

The Department of Business Administration's mission is to facilitate an interactive, experiential, and dynamic learning environment where students are treated as co-learners who continuously acquire knowledge and skills to enable them to successfully contribute to a dynamic and culturally diverse society.

Our vision is to be recognized as an exemplary leader in undergraduate business education, primarily preparing students for successful entrance in both the private and public sectors, to become successful entrepreneurs, and to pursue post-baccalaureate studies.

Small class sizes, quality professors, and real-world focus make for an excellent option for those looking to secure a strong foundation in Business Administration. Primary general education and major core courses are completed during the first two years, with concentration courses completed in the final two years. A mix of traditional and innovative approaches are designed to provide knowledge of the fundamental principles, generalizations, and theories of business, delivery of effective communications, effective use of computing software, and the skills to make sound business decisions in a socially responsible and global business environment.

## BUSINESS ADMINISTRATION PROGRAM

### Entrepreneurship Concentration

The Entrepreneurship concentration provides learning opportunities to assist students in developing their skills to create and run successful companies. Topics include opportunity recognition the entrepreneurial mindset, proof of concept, financial planning, building a brand, management and organization planning, and market planning using curriculum developed and supported by the Ewing Marion Kauffman Foundation. Students in the capstone class compete for cash prizes in the Oklahoma Governor's Cup Competition.

### Finance Concentration

The Finance concentration provides students with knowledge and practice in the application of methods and techniques used in all areas of finance. Basic underlying financial theories and concepts are examined in the core courses and are reinforced and expanded in the concentration

courses. Concentration course topics include corporate finance, investments, financial institutions, insurance, personal financial planning, and real estate development.

## Management Concentration

The Management concentration provides students with the knowledge and professional skills for effective performance in both public and private sector organizations. Managerial skills for large and small businesses are addressed from both a theory and applications approach. The concentration requirements include electives from upper-level business courses to provide the student with the broad-based knowledge necessary in the profession.

## Marketing Concentration

The Marketing concentration prepares students for careers in advertising and promotion, consumer and business-to-business marketing, sales, marketing research, or retailing. The courses required for marketing expose students to the major concepts, tools, and academics that are the foundation for the effective practice of modern marketing. In addition, the Marketing concentration provides a real-world focus and hands-on experience in the development and execution of marketing strategies and programs.

## General Business Concentration

The General Business concentration provides greater flexibility in developing a program tailored to the student's needs and objectives. Students take advanced courses from each of the other concentrations to gain a broad understanding of business.

## Information Systems Concentration

The Information Systems concentration prepares students for careers that apply computer knowledge and information technology to the business environment. The curriculum integrates the knowledge of basic business courses in accounting, finance, marketing, and management with information technology. The IS graduate will be able to function in the corporate environment or in the small business sector.

## Project Management Concentration

The Project Management concentration prepares students for careers that apply computer knowledge and information technology to project management. The curriculum integrates the knowledge of basic business courses in accounting, finance, marketing, and management, information technology, and project management. The graduate will complete the coursework recommended by the Project Management Institute and meets the educational requirements for professional certification.

## Data Analytics Concentration

The Data Analytics concentration prepares students for careers that use computer and information skills to analyze data for business decisions. The curriculum integrates the knowledge of basic business courses in accounting, finance, marketing, management, information technology, with data analytics. The graduate will be able to function in the corporate environment, small business sector, or research areas.

## Certificate in Accounting – Managerial Accounting

This certificate program will increase the Managerial Accounting knowledge and skills of certificate seeking working adults, and offer specialized Managerial Accounting knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will help prepare students for work in the Managerial Accounting field, as well as help prepare students to sit for the Certified Management Accountant Exam (CMA Exam). This certificate requires successful completion of a capstone experience. The Managerial Accounting certificate program requires a learning experience beyond the specified minimum number of courses. The capstone experience can be satisfied by earning a passing score on Parts 1 & 2 of the professional examination to receive the Certified Management Accountant (CMA) designation.

## Certificate in Accounting – Treasury Management

This certificate program will increase the Treasury Management knowledge and skills of certificate seeking working adults, and offer specialized Treasury Management knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will help prepare students for work in the Treasury Management field, as well as help prepare students to sit for the Certified Treasury Professional Exam (CTP Exam). This certificate requires successful completion of a capstone experience. The Treasury Management certificate program requires a learning experience beyond the specified minimum number of courses. The capstone experience can be satisfied by earning a passing score on the professional examination to receive the Certified Treasury Professional ® Associate (CTPA) designation.

## Certificate in Business - Banking and Finance

This certificate program will increase the banking and finance knowledge and skills of certificate seeking working adults, and offer specialized banking and finance knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the banking field using curriculum consistent with the American Institute of Banking's Bank Financial Management diploma.

## Certificate in Business - Entrepreneurship

This certificate program will increase the entrepreneurial knowledge and skills of certificate seeking working adults and offer specialized entrepreneurial knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the entrepreneurship field using curriculum developed and supported by the Ewing Marion Kauffman Foundation.

## Certificate in Business - Global Business

This certificate program will increase global business knowledge and skills of current university students. The unique combination of general and special coursework in the certificate program, along with a Study Abroad component, will increase the student's awareness of the global business environment. Students seeking this certificate will be required to spend one semester abroad at an approved university.

## Certificate in Business - Human Resources Management

This certificate program will increase the human resources management knowledge and skills of certificate seeking working adults, and offer specialized human resources management knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the human resources management field and prepare them for the Society for Human Resources Management's Assurance of Learning Assessment.

## Certificate in Business – Management Information Systems

This certificate program will increase the information system knowledge and skills of certificate seeking working adults and offer specialized management information systems knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the management information systems field. A blend of management information systems and computer science courses are offered in this certificate.

## Certificate in Business – Project Management/Management

This certificate program will increase the project management knowledge and skills of certificate seeking working adults and offer

specialized project management knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the project management field using curriculum developed by the Project Management Institute, Inc. (PMI)©. Students completing this certificate program will be prepared to take PMI's  Certified Associate in Project Management (CAPM)® Certification Exam.

## Certificate in Business - Promotions Management

This certificate program will increase the promotions management knowledge and skills of certificate seeking working adults and offer specialized program management knowledge and skills to current university students. The unique combination of general and special coursework in the certificate program will prepare students for work in the promotions management field. A blend of marketing, digital publishing, advertising, and public relations courses are offered in this certificate.

# ACCOUNTING

**Bachelor of Science** **Major Code -- 0010**

**I. General Education (44 HOURS)**

*12 hours (COMM 2253, ECON 2003, MATH 1613 and MIS 1903) counted in the Major*

**Other hours needed** **32**

**II. Major in Accounting** **75**
(At least 18 hours must be 3000-4000 Level)

**A. Required General Education** 6
ECON 2003 Principles of Macroeconomics
MIS 1903 Computer Business Applications

**B. Required Core Courses** 39
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
BSEC 2603 Bus and Econ Statistics
BUCOM 3133 Bus Comm & Report Writing
BUS 1113 Foundations of Business (Must be taken prior to completing 60 total credit hours) **OR**
MGMT 4623 Leadership (Must be taken after completing 60 total credit hours)
BUS 4103 Global Business
BUS 4303 Business Strategy & Policy
BUSLW 3213 The Legal Environment of Business
ECON 2013 Principles of Microeconomics
FIN 3113 Financial Management
MGMT 3013 Principles of Management
MIS 3433 Management Information Systems
MKTG 3313 Principles of Marketing

**C. Required in the Accounting Major** 30
ACCT 3203 Cost Accounting I
ACCT 3303 Intermediate Accounting
ACCT 3383 Federal Income Tax Accounting
ACCT 3403 Intermediate Accounting II
ACCT 3413 Business Ethics for Accountants
ACCT 4303 Advanced Accounting
ACCT 4503 Auditing
BUSLW 3253 Business Law
Six (6) additional upper level accounting hours selected from the following courses:
ACCT 3423 Community Tax Preparation
ACCT 3453 Advanced Computer Acct Applications
ACCT 3713 Governmental & Non-Profit Accounting
ACCT 4203 Advanced Cost Accounting
ACCT 4353 Oil and Gas Accounting
ACCT 4453 Short-Term Financial Management
ACCT 4621-3 Internship in Accounting
ACCT 4981-4 Seminar in Accounting (Subject named in title listing) (May be repeated for credit when topics vary)
ACCT 4991-4 Individual Study in Accounting (Subject named in title listing) (May be repeated for credit when topics vary)

**III. Related Work**

**Required General Education** 6
COMM 2253 Communication in the Workplace
MATH 1613 Functions and Modeling

**IV. Minor (Not Required)**

**V. Electives** **11**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

For graduation, a minimum grade point average of 2.25 is required in the 33 hours of courses with ACCT prefixes.

Students majoring in Accounting must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, FIN 1113, and MIS 1903 will be considered non-business courses for this requirement.

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Accounting - 010A**

ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
ACCT 3203 Cost Accounting I
ACCT 3303 Intermediate Accounting I
Six hours other approved upper-division Accounting courses

**Minimum total hours** **18**

* Business Administration majors must substitute six hours of other approved Accounting/Business courses for ACCT 2103 and 2203. No course may count as credit toward both the major and minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

## Certificate in Accounting (Treasury Management) - 5080

**Required Core Courses: 12**

ACCT 4453 Short Term Financial Management
ACCT 3413 Business Ethics for Accountants
ACCT 3303 Intermediate Accounting I
FIN 3113 Financial Management

**Elective Courses: 18**
Select 18 hours from the following:
ACCT 3403 Intermediate Accounting II
ACCT 3453 Advanced Computer Acct Applications
ACCT 3713 Governmental & Non-Profit Accounting
ACCT 4303 Advanced Accounting
BUSLW 3253 Business Law
ECON 2013 Principles of Microeconomics
MIS 3433 Management Information Systems
Other upper level Accounting or Business Administration courses preapproved by the department.

Special Requirement
This certificate requires successful completion of a capstone experience. The Treasury Management certificate program requires a learning experience beyond the specified minimum number of courses. The capstone experience can be satisfied by making an acceptable score on the professional examination to receive the Certified Treasury Professional Associate (CTPA) designation. Subject to the following, the capstone experience may also be satisfied by completing a business plan, research paper, thesis, 6 hours of additional coursework, or other synergistic experience. Generally, the capstone experience must be approved by the relevant Program Coordinator/Department Chair and the Dean of the Stonecipher School of Business. A capstone experience not involving the approved professional examination will also require the approval of an advisory committee, consisting of three business faculty members, at least two of whom must be faculty teaching in the relevant program. Students who do not complete the capstone experience by the end of the program coursework must enroll in ACCT 4991 under the Program Coordinator until the capstone experience is completed. Evidence of completing the capstone experience must be submitted to the Dean of the Stonecipher School of Business at least thirty days before the conferral of the certificate.

**Total Hours Required 30**

## Certificate in Accounting (Managerial Accounting) - 5090

**Required Core Courses: 18**

ACCT 2203 Managerial Accounting
ACCT 3203 Cost Accounting
ACCT 3303 Intermediate Accounting I
ACCT 3413 Business Ethics for Accountants
ACCT 4203 Advanced Cost Accounting
FIN 3113 Financial Management

**Elective Courses: 12**
Select 12 hours from the following:
ACCT 3453 Advanced Computer Acct Applications
ACCT 4303 Advanced Accounting
ACCT 4503 Auditing
ECON 2013 Principles of Microeconomics
MGMT 3013 Principles of Management
MIS 3433 Management Information Systems
Other upper level Accounting or Business Administration courses preapproved by the department.

Special Requirement
This certificate requires successful completion of a capstone experience. The Managerial Accounting certificate program requires a learning experience beyond the specified minimum number of courses. The capstone experience can be satisfied by making an acceptable score on Parts 1 & 2 of the professional examination to receive the Certified Management Accountant (CMA) designation. Subject to the following, the capstone experience may also be satisfied by completing a business plan, research paper, thesis, 6 hours of additional coursework, or other synergistic experience. Generally, the capstone experience must be approved by the relevant Program Coordinator/ Department Chair and the Dean of the Stonecipher School of Business. A capstone experience not involving the approved professional examination will also require the approval of an advisory committee, consisting of three business faculty members, at least two of whom must be faculty teaching in the relevant program. Students who do not complete the capstone experience by the end of the program coursework must enroll in ACCT 4991 under the Program Coordinator until the capstone experience is completed. Evidence of completing the capstone experience must be submitted to the Dean of the Stonecipher School of Business at least thirty days before the conferral of the certificate.

**Total Hours Required 30**

# BUSINESS ADMINISTRATION
## Entrepreneurship Concentration
## Bachelor of Science

**Major Code -- 0077**

**I. General Education (44 HOURS)**

*12 hours (COMM 2253, ECON 2003, MATH 1513 or 1613 and MIS 1903) counted in the Major*
Includes recommended math course MATH 1613

**Other hours needed** **32**

**II. Major in Business Administration** **75**

**A. Required General Education** 6
ECON 2003 Principles of Macroeconomics
MIS 1903 Computer Business Applications

**B. Required in the Business Admin Core** 36
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
BSEC 2603 Business and Econ Statistics
BUCOM 3133 Business Commun & Report Writing
BUS 1113 Foundations of Business (Must be taken prior to completing 60 total credit hours) **OR**
MGMT 4623 Leadership (Must be taken after completing 60 total credit hours)
BUS 4303 Business Strategy & Policy
BUSLW 3213 The Legal Environment of Business
ECON 2013 Principles of Microeconomics
FIN 3113 Financial Management
MGMT 3013 Principles of Management
MIS 3433 Management Information Systems
MKTG 3313 Principles of Marketing

**C. Required for Concentration in Entrepreneurship** 27
BUS 4103 Global Business
BUS 4213 Business Ethics
ENTR 3103 Introduction to Entrepreneurship
ENTR 4413 Bus Planning & Strategy for Entrepren
ENTR 4503 Venture Creation
FIN 4623 Applied Finance
MGMT 3063 Production/Operations Management
MIS 3453 Adv Computer Bus Applications
MKTG 3333 Digital Marketing **OR**
MKTG 3813 Professional Selling

**D. Required Business Admin Electives** 6
Six (6) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Business Administration Electives)

**III. Related Work** **6**

**Required General Education** 6
COMM 2253 Communication in the Workplace
MATH 1513 College Algebra **OR**
MATH 1613 Functions and Modeling

**IV. Minor (Not Required)**

**V. Electives** **11**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).

Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, FIN 1113, and MIS 1903 will be considered non-business courses for this requirement.

The OSRHE computer proficiency graduation requirements will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Entrepreneurship - 070F**

ENTR 3103 Intro to Entrepreneurship
ENTR 4413 Bus Planning & Strat for Entr
MGMT 3013 Principles of Management
MKTG 3313 Principles of Marketing
MKTG 3333 Digital Marketing **OR**
MKTG 3813 Professional Selling

Three (3) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Electives)

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# BUSINESS ADMINISTRATION
## Finance Concentration
## Bachelor of Science

**Major Code -- 0073**

**I. General Education (44 HOURS)**

*12 hours (COMM 2253, ECON 2003, MATH 1513 or 1613 and MIS 1903) counted in the Major*
Includes recommended math course MATH 1613

**Other hours needed** **32**

**II. Major in Business Administration** **78**

**A. Required General Education** 6
ECON 2003 Principles of Macroeconomics
MIS 1903 Computer Business Applications

**B. Required in the Business Admin Core** 36
BUS 1113 Foundations of Business (Must be taken prior to completing 60 total credit hours) **OR**
MGMT 4623 Leadership (Must be taken after completing 60 total credit hours)
ECON 2013 Principles of Microeconomics
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
BSEC 2603 Bus and Econ Statistics
MGMT 3013 Principles of Management
FIN 3113 Financial Management
BUCOM 3133 Bus Commun & Report Writing
BUSLW 3213 The Legal Environment of Business
MKTG 3313 Principles of Marketing
MIS 3433 Management Information Systems
BUS 4303 Business Strategy and Policy

**C. Required for Concentration in Finance** 36
FIN 3003 Financial Markets and Institutions
MGMT 3063 Production/Operations Management
BSEC 3103 Foundations of Data Analytics
FIN 3223 Investment Analysis
FIN 3913 Principles of Insurance and Risk Mgmt
BUS 4103 Global Business
FIN 4113 International Financial Management
BUS 4213 Business Ethics
FIN 4623 Applied Finance

Nine (9) hours from the following:
FIN 3013 Fundamentals of Financial Planning
ACCT 3303 Intermediate Accounting I
MIS 3453 Advanced Computer Business Aplications
ITM 3473 Data Visualization
ITM 3613 Data Communications and Computer Networks
FIN 3833 Commercial Bank Management
BSEC 4003 Advanced Data Analytics
FIN 4263 Real Estate Development and Investment
MGMT 3043 Human Resources Management
MKTG 3813 Professional Selling

**III. Related Work** **6**

**Required General Education** 6
COMM 2253 Communication in the Workplace
MATH 1513 College Algebra **OR**
MATH 1613 Functions and Modeling

**IV. Minor (Not Required)**

**V. Electives** **8**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).

Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, FIN 1113, and MIS 1903 will be considered non-business courses for this requirement.

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Finance - 070G**

ACCT 2103 Financial Accounting
BSEC 2603 Business & Economic Statistics
ECON 2003 Principles of Macroeconomics
FIN 3113 Financial Management

Select 6 hours from the following:
BUS 4103 Global Business
BUS 4213 Business Ethics
FIN 3003 Money and Banking
FIN 3223 Investment Analysis & Planning
FIN 3833 Commercial Bank Mgmt
FIN 3913 Insurance Planning and Risk Management
FIN 4263 Real Estate Development & Investment
FIN 4623 Applied Finance
MGMT 3063 Production/Operations Mgmt

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# BUSINESS ADMINISTRATION
## General Business Concentration
## Bachelor of Science

**Major Code -- 0074**

**I. General Education (44 HOURS)**

*12 hours (COMM 2253, ECON 2003, MATH 1513 or 1613 and MIS 1903) counted in the Major*
Includes recommended math course MATH 1613

**Other hours needed** **32**

**II. Major in Business Administration** **75**

**A. Required in General Education** 6
ECON 2003 Principles of Macroeconomics
MIS 1903 Computer Business Applications

**B. Required in the Business Admin Core** 36
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
BSEC 2603 Bus and Econ Statistics
BUCOM 3133 Bus Comm & Report Writing
BUS 1113 Foundations of Business (Must be taken prior to completing 60 total credit hours) **OR**
MGMT 4623 Leadership (Must be taken after completing 60 total credit hours)
BUS 4303 Business Strategy and Policy
BUSLW 3213 The Legal Environment of Business
ECON 2013 Principles of Microeconomics
FIN 3113 Financial Management
MGMT 3013 Principles of Management
MIS 3433 Management Information Systems
MKTG 3313 Principles of Marketing

**C. Required for Concentration in General Business** 24
BUS 4103 Global Business
BUS 4213 Business Ethics
ENTR 3103 Introduction to Entrepreneurship
MGMT 3063 Production/Operations Management
3 hours upper level finance
3 hours upper level management
3 hours upper level management info systems
3 hours upper level marketing

**D. Required Business Admin Electives** 9
Nine (9) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Business Administration Electives)

**III. Related Work** **6**

**Required General Education** 6
COMM 2253 Communication in the Workplace
MATH 1513 College Algebra **OR**
MATH 1613 Functions and Modeling

**IV. Minor (Not Required)**

**V. Electives** **11**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).

Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, FIN 1113, and MIS 1903 will be considered non-business courses for this requirement.

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Business Administration - 070A**

ACCT 2003 Fin & Mgrl Acct for Non-Bus Majors
BUS 1113 Foundations of Business (Must be taken prior to completing 60 total credit hours) **OR**
MGMT 4623 Leadership (Must be taken after completing 60 total credit hours)
ECON 2003 Principles of Macroeconomics
MGMT 3013 Principles of Management
MKTG 3313 Principles of Marketing

Three (3) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Electives)

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Business Administration for Music Majors - 070D**

One of the following:
ACCT 2003 Fin & Mgrl Acct for Non-Bus Majors
BUS 1113 Foundations of Business (Must be taken prior to completing 60 total credit hours) **OR**
MGMT 4623 Leadership (Must be taken after completing 60 total credit hours)

Required Courses:
MGMT 3013 Principles of Management
MIS 1903 Computer Business Applications
MKTG 3313 Principles of Marketing
MKTG 3333 Digital Marketing

Three (3) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Electives)

**Minimum Total Hours** **18**

# BUSINESS ADMINISTRATION
## Management Concentration
## Bachelor of Science

**Major Code -- 0075**

**I. General Education (44 HOURS)**

*12 hours (COMM 2253, ECON 2003, MATH 1513 or 1613 and MIS 1903) counted in the Major*
Includes recommended math course MATH 1613

**Other hours needed** **32**

**II. Major in Business Administration** **75**

**A. Required General Education** 6
ECON 2003 Principles of Macroeconomics
MIS 1903 Computer Business Applications

**B. Required in the Business Admin Core** 36
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
BSEC 2603 Bus and Econ Statistics
BUCOM 3133 Bus Comm & Report Writing
BUS 1113 Foundations of Business (Must be taken prior to completing 60 total credit hours) **OR**
MGMT 4623 Leadership (Must be taken after completing 60 total credit hours)
BUS 4303 Business Strategy and Policy
BUSLW 3213 The Legal Environment of Business
ECON 2013 Principles of Microeconomics
FIN 3113 Financial Management
MGMT 3013 Principles of Management
MIS 3433 Management Information Systems
MKTG 3313 Principles of Marketing

**C. Required for Concentration in Management** 24
BUS 4103 Global Business
BUS 4213 Business Ethics
ENTR 3103 Intro to Entrepreneurship
MGMT 3043 Human Resources Management
MGMT 3063 Production/Operations Management
MGMT 3103 Organizational Behavior
MGMT 4623 Leadership **OR**
BUSLW 4253 Employment and Labor Law (Must complete MGMT 4623 in either Section B, or Section C.)
MIS 3453 Adv Computer Business Applic

**D. Required Business Admin Electives** 9
Nine (9) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Business Administration Electives)

**III. Related Work** **6**

**Required General Education** 6
COMM 2253 Communication in the Workplace
MATH 1513 College Algebra **OR**
MATH 1613 Functions and Modeling

**IV. Minor (Not Required)**

**V. Electives** **11**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).

Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, FIN 1113, and MIS 1903 will be considered non-business courses for this requirement.

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

**Minor in Management - 070B**

MGMT 3013 Principles of Management

Nine hours from the following:
ENTR 3103 Intro to Entrepreneurship
MGMT 3043 Human Resources Management
MGMT 3063 Production/Operations Mgmt
MGMT 3103 Organizational Behavior
MGMT 4623 Leadership

Six (6) hours Accounting or Business Administration Upper Level courses or COMM 3243 (ORGL courses do not count as Electives)

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Human Resources Management - 070H**

BUSLW 4253 Employment and Labor Law
MGMT 3013 Principles of Management
MGMT 3043 Human Resources Management
MGMT 3103 Organizational Behavior
MGMT 4313 Compensation and Benefits
MGMT 4323 Human Resources Training and Development

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Promotions Management - 070J**

MGMT 3013 Principles of Management
MGMT 4623 Leadership
MKTG 3313 Principles of Marketing
MKTG 3423 Integrated Marketing Communications

Six (6) hours from the following:
MCOM 3343 Digital Publishing **OR**
MCOM 3843 Advertising Copy & Layout
MCOM 3893 Public Relations
MCOM 4813 Public Relations Writing

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# BUSINESS ADMINISTRATION
## Marketing Concentration
## Bachelor of Science

**Major Code -- 0076**

**I. General Education (44 HOURS)**

*12 hours (COMM 2253, ECON 2003, MATH 1513 or 1613 and MIS 1903) counted in the Major*
Includes recommended math course MATH 1613

**Other hours needed** **32**

**II. Major in Business Administration** **75**

**A. Required General Education** 6
ECON 2003 Principles of Macroeconomics
MIS 1903 Computer Business Applications

**B. Required in the Business Admin Core** 36
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
BSEC 2603 Bus and Econ Statistics
BUCOM 3133 Bus Comm & Report Writing
BUS 1113 Foundations of Business (Must be taken prior to completing 60 total credit hours) **OR**
MGMT 4623 Leadership (Must be taken after completing 60 total credit hours)
BUS 4303 Business Strategy and Policy
BUSLW 3213 The Legal Environment of Business
ECON 2013 Principles of Microeconomics
FIN 3113 Financial Management
MGMT 3013 Principles of Management
MIS 3433 Management Information Systems
MKTG 3313 Principles of Marketing

**C. Required for Concentration in Marketing** 24
BUS 4103 Global Business
BUS 4213 Business Ethics
MGMT 3063 Production/Operations Management
MKTG 3333 Digital Marketing
MKTG 3423 Integrated Marketing Communications
MKTG 3813 Professional Selling
MKTG 4413 Marketing Research
MKTG 4623 Marketing Analytics and Strategy

**D. Required Business Admin Electives** 9
Nine (9) hours Accounting or Business Administration Upper Level courses or COMM 3243, MCOM 3343, MCOM 3843, MCOM 4323, or MCOM 4813

**III. Related Work** **6**

**Required General Education** 6
COMM 2253 Communication in the Workplace
MATH 1513 College Algebra **OR**
MATH 1613 Functions and Modeling

**IV. Minor (Not Required)**

**V. Electives** **11**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

For graduation, a minimum grade point average of 2.25 is required in II. A. and II. B. Business Administration Core courses (excludes courses required for area of concentration).

Students majoring in Business Administration must take at least 40 percent (50 credit hours) of their course work in non-business courses. However, BUCOM 3133, ECON 2003, ECON 2013, FIN 1113 and MIS 1903 will be considered non-business courses for this requirement.

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Marketing - 070C**

MKTG 3313 Principles of Marketing

Nine hours from the following:
MKTG 3333 Digital Marketing
MKTG 3423 Integrated Marketing Communications
MKTG 3813 Professional Selling
MKTG 4413 Marketing Research
MKTG 4623 Marketing Analytics and Strategy

Six (6) hours Accounting or Business Administration Upper Level courses or COMM 3243, MCOM 3343, MCOM 3843, or MCOM 4323.

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# INFORMATION TECHNOLOGY MANAGEMENT
## Information Systems Concentration
## Bachelor of Science

**Major Code -- 0610**

**I. General Education (44 HOURS)**

*12 hours (COMM 2253, ECON 2003, MATH 1613 and MIS 1903) counted in the Major*
Includes recommended math course MATH 1613

**Other hours needed** **32**

**II. Major in Information Technology Management** **78**

**A. Required General Education** 6
ECON 2003 Principles of Macroeconomics
MIS 1903 Computer Business Applications

**B. Required in the ITM Core** 39
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
BSEC 2603 Bus and Econ Statistics
BUCOM 3133 Bus Communications & Report Writing
BUS 1113 Foundations of Business **OR**
MGMT 4013 Project Management II
BUSLW 3213 The Legal Environment of Business
ECON 2013 Principles of Microeconomics
FIN 3113 Financial Management
ITM 4653 Database Theory and Applications
ITM 4753 Software Development & Team Dynamics
MGMT 3013 Principles of Management
MIS 3433 Management Information Systems
MKTG 3313 Principles of Marketing

**C. Required for Concentration in Information Systems** 33
BSEC 3103 Foundations of Data Analytics
BUS 4103 Global Business
BUS 4213 Business Ethics
CMPSC 1113 Computer Programming I
ITM 3423 Web Development
ITM 3473 Data Visualization
ITM 3613 Data Communications & Computer Networks
ITM 3823 Cybersecurity
ITM 3843 Cloud Management
MGMT 3023 Project Management I
MIS 3453 Advanced Computer Business Applications

**III. Related Work** **6**

**Required General Education** 6
COMM 2253 Communication in the Workplace
MATH 1613 Functions and Modeling

**IV. Minor (Not Required)**

**V. Electives** **4**

**VI. Total Hours Required** **120**

**VII. Special Requirements**

A 2.25 is required in sections A and B.

Note: All courses that have prerequisites are also labeled "or departmental approval"

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# INFORMATION TECHNOLOGY MANAGEMENT
## Project Management Concentration
## Bachelor of Science

**Major Code -- 0611**

**I. General Education (44 HOURS)**

*12 hours (COMM 2253, ECON 2003, MATH 1613 and MIS 1903) counted in the Major*
Includes recommended math course MATH 1613

**Other hours needed** **32**

**II. Major in Information Technology Management** **78**

**A. Required General Education** 6
ECON 2003 Principles of Macroeconomics
MIS 1903 Computer Business Applications

**B. Required in the ITM Core** 39
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
BSEC 2603 Bus and Econ Statistics
BUCOM 3133 Bus Communications & Report Writing
BUS 1113 Foundations of Business **OR**
MGMT 4013 Project Management II
BUSLW 3213 The Legal Environment of Business
ECON 2013 Principles of Microeconomics
FIN 3113 Financial Management
ITM 4653 Database Theory and Applications
ITM 4753 Software Development & Team Dynamics
MGMT 3013 Principles of Management
MIS 3433 Management Information Systems
MKTG 3313 Principles of Marketing

**C. Required for Concentration in Project Management** 33
BSEC 3103 Foundations of Data Analytics
BUS 4103 Global Business
BUS 4213 Business Ethics
CMPSC 1113 Computer Programming I
MGMT 3023 Project Management I
MGMT 4013 Project Management II **OR**
MGMT 4623 Leadership
MGMT 4023 Project Management III
MIS 3453 Advanced Computer Business Applications

Nine (9) hours from the following courses:
ITM 3473 Data Visualization
ITM 3423 Web Development
ITM 3613 Data Communications & Computer Networks
ITM 3823 Cybersecurity
ITM 3843 Cloud Management
ITM 4653 Database Theory and Applications
MGMT 3043 Human Resource Management
MGMT 3063 Production/Operations Management
MGMT 3103 Organizational Behavior
MGMT 4623 Leadership

**III. Related Work** **6**

**Required General Education** 6
COMM 2253 Communication in the Workplace
MATH 1613 Functions and Modeling

**IV. Minor (Not Required)**

**V. Electives** **4**

**VI. Total Hours Required** **120**

**VII. Special Requirements**

A 2.25 is required in sections A and B.

Note: All courses that have prerequisites are also labeled "or departmental approval"

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# INFORMATION TECHNOLOGY MANAGEMENT
## Data Analytics Concentration
## Bachelor of Science

**Major Code -- 0612**

**I. General Education (44 HOURS)**

*12 hours (COMM 2253, ECON 2003, MATH 1613 and MIS 1903) counted in the Major*
Includes recommended math course MATH 1613

**Other hours needed** **32**

**II. Major in Information Technology Management** **78**

**A. Required General Education** 6
ECON 2003 Principles of Macroeconomics
MIS 1903 Computer Business Applications

**B. Required in the ITM Core** 39
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
BSEC 2603 Bus and Econ Statistics
BUCOM 3133 Bus Communications & Report Writing
BUS 1113 Foundations of Business **OR**
MGMT 4013 Project Management II
BUSLW 3213 The Legal Environment of Business
ECON 2013 Principles of Microeconomics
FIN 3113 Financial Management
ITM 4653 Database Theory and Applications
ITM 4753 Software Development & Team Dynamics
MGMT 3013 Principles of Management
MIS 3433 Management Information Systems
MKTG 3313 Principles of Marketing

**C. Required for Concentration in Information Systems** 33
BSEC 3103 Foundations of Data Analytics
BSEC 4003 Advanced Data Analytics
BUS 4103 Global Business
BUS 4213 Business Ethics
CMPSC 1113 Computer Programming I
ITM 3473 Data Visualization
MGMT 3023 Project Management I
MIS 3453 Advanced Computer Business Applications

**Nine (9) hours from the following courses:**
FIN 3223 Investment Analysis
FIN 4626 Applied Finance
ITM 3423 Web Development
ITM 3613 Data Communications & Computer Networks
ITM 3823 Cybersecurity
ITM 3843 Cloud Management
ITM 4653 Database Theory and Application
MKTG 4413 Marketing Research
MKTG 4623 Marketing Analytics & Strategy

**III. Related Work** **6**

**Required General Education** 6
COMM 2253 Communication in the Workplace
MATH 1613 Functions and Modeling

**IV. Minor (Not Required)**

**V. Electives** **4**

**VI. Total Hours Required** **120**

**VII. Special Requirements**

A 2.25 is required in sections A and B.

Note: All courses that have prerequisites are also labeled "or departmental approval"

The OSRHE computer proficiency graduation requirement will be met through completion of MIS 1903 (including equated or substituted courses), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

**Minor in Information Systems - 610A**

MIS 1903 Computer Business Applications
MIS 3433 Management Information Systems

Twelve (12) hours from the following:
ACCT 2103 Financial Accounting
ENTR 3103 Intro to Entrepreneurship
ITM 3423 Web Development
ITM 3613 Data Communications & Computer Networks
ITM 3823 Cybersecurity
ITM 4653 Data Base Theory and Applications
ITM 4753 Software Development and Team Dynamics
MGMT 3013 Principles of Management
MIS 3453 Advanced Comp Business Applications
MKTG 3313 Principles of Marketing

**Minimum Total Hours 18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Project Management - 610B**

ACCT 2103 Financial Accounting
MGMT 3013 Principles of Management

Required Courses: (must be taken in order listed)
MGMT 3023 Project Management I
MGMT 4013 Project Management 11
MGMT 4023 Project Management III

Three (3) hours Business Administration, Information Technology Management, or Computer Science Upper level course.

**Minimum Total Hours 18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Data Analytics - 610C**

BSEC 2603 Business and Economic Statistics
BSEC 3103 Foundations of Data Analytics
ITM 3473 Data Visualization
MIS 1903 Computer Business Applications
MIS 3433 Management Information Systems

Three (3) hours Business Administration, Information Technology Management, or Computer Science Upper Level course

**Minimum Total Hours 18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Military Science - 690A**

MS 1000 Military Science Leadership Lab (must be taken each semester)
MS 1313 Intro to Military Leadership and Personal Development
MS 2122 Foundations of Leadership
MS 3422 Foundations of Tactical Leadership
MS 3315 Military Leadership and Management
MS 3325 Military Tactics and Operations

Three hours from the following:

HIST 3133 Contemporary American History
HIST 4713 Civil War and Reconstruction in the United States
PS 4353 Study of War

**Minimum Total Hours 20**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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### Certificate in Business (Banking and Finance) - 5000

**Required Core Courses:** **9**
ACCT 2103 Financial Accounting
BUS 2883 Special Studies in Bus Math and Stats **OR**
BSEC 2603 Bus and Econ Statistics
FIN 4103 Essentials of Banking and Finance

**Elective Courses:** **21**
Select 21 hours from the following:
BUCOM 3133 Business Comm and Report Writing
COMM 2253 Communication in the Workplace
ECON 2003 Principles of Macroeconomics
FIN 3113 Financial Management
FIN 3833 Commercial Bank Management
FIN 3913 Insurance Planning and Risk Management
FIN 4263 Real Estate Development and Investment
ITM 3613 Data Commun & Computer Networks
MGMT 3043 Human Resources Management
MIS 1903 Computer Business Applications
MKTG 3813 Professional Selling

**Total Hours Required** **30**

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### Certificate in Business (Entrepreneurship) - 5010

**Required Core Courses:** **24**
ACCT 2103 Financial Accounting
BUCOM 3133 Business Comm and Report Writing
BUS 2883 Special Studies in Bus Math and Stats **OR**
BSEC 2603 Bus and Econ Statistics
ENTR 3103 Intro to Entrepreneurship
ENTR 4413 Bus Planning & Strategy for Entrepren **OR**
ENTR 4503 Venture Creation
MGMT 3013 Principles of Management
MKTG 3313 Principles of Marketing
MKTG 3353 Retailing and eBusiness Management **OR**
MKTG 3813 Professional Selling

**Elective Courses:** **6**
Select 6 hours from the following:
ACCT 2203 Managerial Accounting
ACCT 3203 Cost Accounting I
ACCT 3303 Intermediate Accounting I
ACCT 3453 Advanced Computer Acct Applications
BUSLW 3213 The Legal Environment of Business
COMM 2253 Communication in the Workplace
COMM 3243 Presentational Communication
ENTR 4413 Bus Planning & Strategy for Entrepren
ENTR 4503 Venture Creation
MIS 3453 Advanced Computer Business Applications
MKTG 3353 Retailing and eBusiness Management
MKTG 3813 Professional Selling
MKTG 4413 Marketing Research

**Total Hours Required** **30**

### Certificate in Business (Global Business) - 5050

**Required Core Courses:** **15**
BUS 4103 Global Business
MGMT 3013 Principles of Management
MGMT 3043 Human Resources Management
MGMT 3103 Organizational Behavior
MGMT 4623 Leadership

**Elective Courses:** **15**
Select 15 hours from the following:
ACCT 4983 Seminar: International Accounting Systems
BUCOM 3133 Bus Comm and Report Writing
BUS 4213 Business Ethics
BUS 4983 Seminar: European Economics
MIS 3433 Management Information Systems
MKTG 3313 Principles of Marketing
MKTG 3423 Integrated Marketing Comm **OR**
Other upper level Accounting or Business Administration courses pre-approved by the department

**Special Requirement**
This certificate requires a minimum of one semester Study Abroad. The Business Administration Department must pre-approve the business curriculum at the University of Limoges in France or pre-approve another International University before the student studies abroad.

**Total Hours Required** **30**

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### Certificate in Business (Human Resources Management) - 5020

**Required Core Courses:** **24**
BUCOM 3133 Business Comm and Report Writing
BUSLW 4253 Employment and Labor Law
COMM 1113 Fundamentals of Hum Comm **OR**
COMM 2253 Communication in the Workplace
MGMT 3013 Principles of Management
MGMT 3043 Human Resources Management
MGMT 3103 Organizational Behavior
MGMT 4313 Compensation and Benefits
MGMT 4323 Human Resources Training and Development

**Elective Courses:** **6**
Select 6 hours from the following:
BUS 4213 Business Ethics
COMM 3243 Presentational Communication
ENTR 3103 Introduction to Entrepreneurship
ENTR 4413 Bus Planning & Strategy for Entrepren
MGMT 4623 Leadership
MIS 3453 Adv Computer Bus Applications
MKTG 3313 Principles of Marketing

**Total Hours Required** **30**

### Certificate in Business (Management Information Systems) - 5030

**Required Core Courses:** **15**

CMPSC 1113 Computer Programming I
ITM 4653 Data Base Theory and Applications **OR**
CMPSC 4213 Data Base Design
ITM 4753 Software Develop & Team Dynamics **OR**
CMPSC 3943 Software Design and Development
MGMT 3023 Project Management I
MIS 3453 Advanced Computer Business Applications

**Elective Courses:** **15**

Select 15 hours from the following:
ACCT 2003 Fin & Mgrl Acct for Non-Bus Majors
ENTR 3103 Intro to Entrepreneurship
ITM 3423 Web Development
ITM 3613 Data Communications & Computer Networks
ITM 3823 Cybersecurity
MGMT 3013 Principles of Management
MIS 1903 Computer Business Applications
MKTG 3313 Principles of Marketing

**Total Hours Required** **30**

### (Promotions Management) - 5060

**Required Core Courses:** **21**

ACCT 2103 Financial Accounting **OR**
ACCT 2003 Financial and Managerial Acct for Non-Business Majors
MCOM 3343 Imaging for Media **OR**
MCOM 3843 Advertising Copy & Layout
MCOM 3893 Public Relations
MCOM 4813 Public Relations Writing
MGMT 3013 Principles of Management
MKTG 3313 Principles of Marketing
MKTG 3423 Integrated Marketing Comm

**Elective Courses:** **9**

Select 9 hours from the following:
BUCOM 3133 Business Comm and Report Writing
COMM 1113 Fundamentals of Human Comm
COMM 2253 Communication in the Workplace
MCOM 3343 Imaging for Media (If not taken above)
MCOM 3843 Advertising Copy & Layout (If not taken above)
MGMT 3043 Human Resources Management
MGMT 4623 Leadership
MKTG 3353 Retailing and eBusiness Management
MKTG 3813 Professional Selling
MKTG 4413 Marketing Research
MKTG 4623 Marketing Analytics and Strategy

**Total Hours Required** **30**

### Certificate in Business (Project Management/Management) - 5040

**Required Core Courses:** **15-18**

Business Majors:
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
MGMT 3013 Principles of Management

Non-Business Majors:
ACCT 2003 Fin & Mgrl Acct for Non-Bus Majors
MGMT 3013 Principles of Management

Required Specialized Courses:
MGMT 3023 Project Management I
MGMT 4013 Project Management II
MGMT 4023 Project Management III

**Elective Courses:** **12-15**

Select 12-15 hours from the following:
ACCT 3203 Cost Accounting I
CMPSC 3233 Linux Tools
CMPSC 3943 Software Design and Development
CMPSC 4223 Unix System Administration
COMM 1113 Fundamentals of Hum Comm **OR**
COMM 2253 Communication in the Workplace
ENTR 4413 Bus Planning & Strategy for Entrepren
ENTR 4503 Venture Creation
FIN 3113 Financial Management
FIN 4623 Applied Finance
ITM 4753 Software Development & Team Dynamics
MGMT 3063 Production/Operations Management
MGMT 3103 Organizational Behavior
MGMT 4623 Leadership
MGMT 4813 PM-Project Mgmt Professional (PMP) Certification Prep Course
MIS 3433 Management Information Systems
MKTG 3313 Principles of Marketing
MKTG 3333 Digital Marketing
MKTG 3813 Professional Selling

**Total Hours Required** **30**

### Certificate in Business



## Section VI

# COLLEGE OF EDUCATION AND PSYCHOLOGY

### Jerry Mihelic, Dean

## DEPARTMENT OF EDUCATION

**Majors Offered**
Early Childhood Education (Teacher Certification) - BS
Elementary Education (Teacher Certification) - BSEd

**Minor Offered**
Education

**Courses**

| Prefix | Subject |
|---|---|
| EDUC | Education |
| EDLBS | Education-Library Science |
| EDMA | Education-Mathematics |
| EDPSY | Education-Psychology |
| H/P/E | Human Resources-Psychology-Education |
| HHFS | Human Dev, Hospitality & Food Science |
| LIBSC | Library Science |

## DEPARTMENT OF KINESIOLOGY

**Majors Offered**
Kinesiology - BS

**Minor Offered**
Kinesiology

**Courses**

| Prefix | Subject |
|---|---|
| KIN | Kinesiology |
| PSYKN | Psychology-Kinesiology |

## DEPARTMENT OF PSYCHOLOGY

**Major Offered**
Psychology - BS
Behavior Health - BS

**Minor Offered**
Psychology

**Courses**

| Prefix | Subject |
|---|---|
| EDPSY | Education-Psychology |
| H/P/E | Human Resources-Psychology-Education |
| HRPSY | Human Resources - Psychology |
| PSYCH | Psychology |
| PSYKN | Psychology-Kinesiology |
| PYSOC | Psychology-Sociology |

## INTERNSHIP HOURS

The internship hours in CEP are calculated and governed by the various accreditation agencies (National and State). The agencies include regulations regarding the qualifications of mentors, supervisors, and placements.

# DEPARTMENT OF EDUCATION

Chair and Associate Professor Sharber
Associate Professors Jones, Tessman
Assistant Professors Felts, Deighan, Moore
Instructors Caruthers, Caruthers, Lynch, Snell, Sparlin

The Department of Education serves the University in three essential functions. The first function is to prepare students in the three areas of specialization the department offers at the undergraduate level: Elementary Education and Early Childhood Education. The areas of specialization lead to teacher licensure and certification in Oklahoma. The second function is to provide professional education courses which enable competent educators in all of the teacher education programs at the University. The third and final function is the offering of eight options at the master's level (see Section on School of Graduate Studies). The graduate program prepares individuals for a variety of occupations in public schools, related positions in institutions, business, industry, or hospitals.

Each teacher certification program offered at East Central University is nationally accredited by The Council for the Accreditation of Educator Preparation. The teacher preparation program addresses both national standards and Oklahoma's required 10 competencies. All standards are delivered within ECU's PRIDE conceptual framework where faculty are committed to preparing Professional, Reflective, Innovative and Dedicated Educators. Integrated throughout the program are technology standards and best practices in STEM education. These experiences are enhanced by additional workshops organized through ECU's Institute for Math and Science Education. Students preparing to teach in secondary schools acquire a content knowledge base and competency in their respective specialty fields to teach at the middle school, junior high, or high school level. Elementary Education majors are prepared to teach in elementary, middle school, or junior high through eighth grade. Early Childhood Education majors prepare to teach in nursery schools, kindergartens, and grades one through three. Field experiences provide supervised interactions with public school children before and during student teaching.

All teacher certification programs provide academic backgrounds for students wishing to pursue graduate level education. These advanced studies lead to an expanded professional knowledge base and set of skills which may provide access and entry into professional careers in education. The professional careers include school administration, supervision, educational technology, library media, guidance and counseling, special education, school psychology and psychometry, and research.

## Elementary Education Program

Elementary Education majors develop skill and competency in educating children in grades one through eight. The student acquires an academic foundation in language arts, mathematics, science, and social studies by completing at least twelve semester hours in each of these content areas. Elementary Education majors expand their teaching knowledge and skills in the use of teaching methods, materials, various assessment instruments, and appropriate technologies toward meeting the educational needs of elementary students. They develop perspective and skills in planning, organizing, implementing, and evaluating learning activities and lessons. Students also learn appropriate classroom management skills that provide a setting and climate conducive to learning and growth.

## Early Childhood Education Program

Students who major in Early Childhood Education complete courses concentrating on the development and education of young children. This program leads to state certification for teaching children in nursery school, kindergarten, and grades one, two, and three. The study focuses students on (a) developing an understanding of the unique characteristics and needs of pre-primary and primary level children, (b) learning to assess emerging skills, and (c) planning and executing learning activities appropriate for young learners at various stages of development. Early Childhood majors complete twelve semester hours in each of these areas: science, mathematics, social studies, and language arts. The student who majors in Early Childhood Education will gain practical experiences with prekindergarten through third grade children before and during the student teaching experience.

## Criteria for Admission to Teacher Education

Students who are considering teacher education as a career must make an application for admission into the Teacher Education Program. Applications for admission will be completed while enrolled in EDUC 2012, Diversity in American Education. Applications for Teacher Education are considered in light of the student's disposition for the teaching profession, work in Block I, college grade point average, English Composition grades or HNRS 2313 in place of ENG 1213, grade in Fundamentals of Human Communication, personnel records, and other pertinent data, including but not limited to, OSRHE requirements. An interview, which includes an evaluation of ethics, is held with the student by a team of education faculty. After full consideration, the applicant is either admitted to the teacher education program or referred for a second interview. After a second interview if an applicant is denied, a student can appeal to the Professional Education Committee (see section titled, "Appeals, Suspension, and Dismissal").

A student must meet the following criteria to be admitted to the Teacher Education Program:

1. Submit a completed "Admission for Teacher Education Application" form. Applications can be obtained from the Department of Education.
2. After completion of at least **36 credit hours** with a grade point of **2.5 or better,** the student may enroll in EDUC 2012 Diversity in American Education (by the end of the
semester must have completed at least 44 credit hours).
3. Achieve a "C" or above in ENG 1113 Freshman Composition I, ENG 1213 Freshman Composition II or HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research (Honors Students Only), and COMM 1113 Fundamentals of Human Communication. The student can be currently enrolled in these courses but may not progress to professional block II without achieving a "C" or better upon completion of each course.
4. Receive a satisfactory recommendation from an education faculty interview committee.
5. Provide documentation of experiences working with children/youth (completion of EDUC 2211 Field I or concurrent enrollment will satisfy this state requirement) as required by the state.
6. Provide a clear background check that does not contain a felony conviction. Acceptable background checks will be approved by the Department of Education.
7. Meet one of the requirements as outlined by OSRHE 3.21.3 in the OSRHE Academic Affairs Policy and Procedures manual.

If a person is denied entry into the Teacher Education Program a written appeal may be submitted to the Teacher Education Committee for a hearing and reconsideration. Appeal procedures are available upon request from the Director of Teacher Education.

If a person is denied entry into the Teacher Education Program a new application for admission may be submitted.

**Requirements for Retention and Graduation in Teacher Education**

Students who are admitted to the Teacher Education Program and intend to graduate from the program must maintain their eligibility while enrolled. The Teacher Education Program has an ongoing informal evaluation, and specified reviews of teacher education majors regarding continued eligibility for retention, certification, and graduation in teacher education. The following is the review procedure for retention:

1. A continuous informal evaluation is in progress for each student enrolled in professional education classes. This evaluation is accomplished by each professor being sensitive to special problems or concerns that may be noted. If a problem or concern is observed and is considered serious enough to be a part of the student's record, the professor will file a formal report, or Dispositional Concern, with the Chair of the Department of Education. This report will be the basis for a formal reevaluation of the student by an appropriate committee to determine the eligibility and suitability of the student to remain in teacher education.
2. The second review in the retention program takes place as needed at the request of the Director of Teacher Education and consists of the following three parts: (a) the student's grade point average will be examined, (b) a formal performance review by the Education Department, and (c) the student's dispositions will be reviewed. A student who has not maintained an overall grade point average of 2.5 or better in all college work attempted may not enroll in additional professional education courses until the grade point average is 2.5 or better. Unsatisfactory portfolio work may result in a dispositional concern and impact eligibility for program retention. An unfavorable evaluation by the Education Department will lead to a formal reevaluation of the student by an appropriate committee to determine the eligibility and suitability of the student to remain in teacher education. A student with an unsatisfactory second review will not be allowed to continue in the program unless a plan of improvement is successfully completed, if offered by the Director of Teacher Education.
3. The third review in the retention process occurs at the time the student applies for student teaching when eligibility for student teaching will be examined.
4. The evaluation process continues through all Block IV coursework.
5. Throughout the program of study, students may be required to receive a C or better in major area program coursework. If a D or below is received, a student will be required to retake the course. Students should check with their advisor regarding their program's requirements.

A student who is removed from the Teacher Education Program as a result of the review procedure may appeal to the Professional Education Committee for a hearing and submit evidence of cause for reconsideration (see section titled, "Appeals, Suspension, and Dismissal").

## Appeal, Dismissal, and Suspension

**Admission Process—Appeal**

A candidate who is denied admission to the Teacher Education Program who wishes to appeal this decision must request, in writing, to the Director of Teacher Education, a hearing within ten (10) calendar days of receipt of written notice of the proposed action. The student will be afforded those rights available under an administrative hearing. A hearing date will be set, and the student will be notified of the date, time, and location of the hearing by the chair of the committee. The Professional Education Committee has the responsibility for conducting due process hearings for students who wish to appeal a decision or policy regarding teacher education. The chair of the committee shall render in writing, the findings of facts and the decision. This written decision will be completed within a reasonable period of time. The Director of Teacher Education will decide if the student will be allowed to attend classes, including field experiences and student teaching, during the pendency of the hearing. Additional information concerning the process for appealing may be obtained from the office of the Director of Teacher Education.

**Denial of Admission or Dismissal from the Teacher Education Program**

The obligation for maintaining academic integrity, professional standards and ethics, and legal responsibilities should be considered fundamental in the preparation of future educators. ECU's Teacher Education Program assumes this obligation to parents, guardians, public schools, and the State of Oklahoma. In this respect, the Teacher Education Program will attempt to screen and deny admission or dismiss from the program those candidates deemed unsuitable teacher education students. This is an attempt to protect public school students from unacceptable teacher candidates and future ineffective teachers. In addition, this good faith effort will preserve the credibility and effectiveness of the Teacher Education Program in maintaining its relationship with public school districts and demonstrate the program's efforts to provide teacher candidates who are suited to teach public school PK-12 students.

East Central University maintains the obligation to deny admission to or dismiss from the Teacher Education Program at any time, any student whose personal conduct is deemed detrimental to:
1. The welfare of students in the public schools;
2. The teacher education program's effective working relationship with the public schools;
3. The candidate's future success in the program;
4. The candidate's ability to effectively teach;
5. The teacher education program's role in training future educators; or
6. The profession of teaching. Behavior that may constitute grounds for dismissal from the teacher education program includes, but is not limited to, conduct that may result in felony conviction.

A student/teacher candidate who is denied admission or who is being considered for dismissal from the Teacher Education Program for personal conduct shall be so notified in writing by the Director of Teacher Education. Such notice shall include a statement of:
1. The proposed action;
2. The grounds for the proposed action;
3. The evidence sustaining the alleged personal conduct in question; and
4. The opportunity to appeal the proposed action to the Professional Education Committee.

**Suspension from the Teacher Education Program**

A candidate shall be suspended immediately when there is reasonable belief that grounds exist for such suspension from the Teacher Education Program. In addition, if there is a reasonable belief, the immediate suspension of a candidate is necessary because it is to be considered in the best interests of the Teacher Education Program, the public schools, or public school students, then the Director of Teacher Education, or in the absence of the Director, a designee, may suspend the candidate immediately from the Teacher Education Program, including field experiences or student teaching. When circumstances arise indicating there is an immediate need to suspend, the candidate will be notified verbally or in a delivered message from the Director. The process for dismissal of a candidate from the Teacher Education Program will be initiated, if necessary, within five calendar days following suspension of the candidate. To the extent possible, a candidate reinstated after the initiation of the suspension from the Teacher Education Program will be restored to their previous position and status without action detrimental to their studies, progress, and evaluation of their work.

**Application Requirements for Student Teaching Candidacy**

A teacher education candidate is required to file an "Application for Admission to Student Teaching" during the semester preceding the one in which he or she expects to do student teaching. The application is filed during the senior year and preceding enrollment in student teaching courses.

1. Single-sign on account created with the Oklahoma State Department of Education;
2. Current, cleared background check on file with the Oklahoma State Department of Education. This background check differs from the background check completed in field experience. Candidates must have successfully completed a background check by the Oklahoma State Bureau of Investigation (OSBI) and the Federal Bureau of Investigation (FBI) prior to receiving a Teaching License. Fingerprint information may be reviewed at the Oklahoma State Department of Education (SDE) website. Candidates may submit two fingerprint cards to the OSDE in time for this review to be completed prior to the issuance of the License.
3. Transcript showing at least 90 completed college hours;
4. Letter showing admission to the ECU College of Education Teacher Education Program;
5. Transcript showing completion of sufficient work during the junior or senior years at East Central University in the teaching program to provide an adequate basis for evaluation of readiness for student teaching;
6. Certification from Coordinator of Field Experience & Student Teaching confirming the academic preparation of the candidate to complete Student Teaching candidacy, and that the previous three field experiences represent diverse settings and/or populations;
7. Verify second language competency at the novice-high level;
8. Transcript showing a grade C or better in major course work (unless otherwise allowed by program)
9. Transcript showing a grade point average of 2.5 or better in all college work attempted and in university work attempted;
10. Transcript showing a grade of "C" or better earned in the following Professional Education courses:

- EDUC 2402 Survey of Exceptional Children
- EDUC 2012 Diversity in American Education
- EDUC 2211 Field Experience I
- EDUC 2631 Foundations of Educational Technology
- EDUC 3001 Field Experience II
- EDUC 4632 Strategies for Implementing Educational Technology
- EDUC 4042 Strategies for Effective Teaching
- EDUC 4611 Field Experience III
- EDPSY 3513 Educational Psychology
- PSYCH 3463 Child and Adolescent Psychology

Unless a teacher candidate meets all of these requirements the application will be denied. Once all requirements have been met and approved, candidates will be notified by email from the Coordinator of Field Experience & Student Teaching that they have been accepted to the cohort.

Applicants who are not admitted to the student teaching semester may appeal in writing (See Appeal, Dismissal, Suspension Policy).

# DEPARTMENT OF KINESIOLOGY

Associate Professor and Chair Prather
Assistant Professor Kashwer, Lancaster, Stowers
Instructors McCarty, McGaha-J., McGaha-M.

Physical Activity – an integral part of the educational experience – contributes effectively to a student's general development. The Department of Kinesiology gives students the means to educate the total person for living in an enlightened society. The study of human movement is the unique content of the Kinesiology program. Choices in Wellness is the course that is offered for the general education requirement and provides students with the knowledge and skills necessary to make lifestyle choices which positively affect one's health and well-being. The Kinesiology Department also provides support courses for other majors or teaching concentrations.

## Kinesiology Program

The Kinesiology program prepares students for careers in the fitness/wellness profession, as well as research-oriented careers. Prospective employers include health clubs, recreational facilities, hospital-based wellness programs, cardiac rehabilitation programs, sports medicine clinics, as well as preparing students for various medical professions such as: athletic training, physical therapy, physical assistant, and physician's assistant.

Many Kinesiology majors use interdisciplinary studies to prepare for working with special populations such as senior citizens or owning their own fitness business such as personal training. The coursework for this degree includes a core of courses in the broad field of Kinesiology concentrating on knowledge and skills necessary for appropriate exercise testing, prescription, and leadership.

**Minor**

In addition to the Kinesiology degree programs, a minor in Kinesiology is offered to allow students to gain more in-depth knowledge and skill in the selected field and provides excellent supportive coursework to other major programs offered at ECU.

# DEPARTMENT OF PSYCHOLOGY

Professor and Chair Klippenstine
Professors U. Fountain
Associate Professors Roberson, C. Roring,
Assistant Professors Autrey, Pitt, Simpson, Williams
Instructors Leaf, S. Roring

The Department of Psychology is actively involved in fulfilling the three functions of a University: Teaching, Research, and Service. These three functions merge as professors have students participate in research, use research findings and student research to enrich classes, and provide a service to the community by teaching needed skills and providing needed services. As a behavioral science, it employs the scientific method to greatly enhance the problem-solving abilities of people. Further, since psychology involves the study of behavior, it enables people to understand themselves better and to understand others. General Psychology is the course that fulfills the general studies function. It is a general course in which the student learns the principles of behavior and how to apply these to everyday living. The Department of Psychology provides support courses for majors in other areas. For example, majors in elementary education, nursing, and professional programs in human services, take courses in psychology to develop the understanding and skills necessary to function in their professions. The Department of Psychology provides a major field of study with two options (i.e., Traditional, Behavioral Health) leading to the Bachelor of Science Degree. Just as in the minor field of study, some students majoring in psychology do not intend to become professional psychologists. These students may use psychology to enter professional schools such as medicine, dentistry, law, or theology. Others use psychology as a liberal education and enter business and industry or use this knowledge and these skills to become effective parents or citizens in the communities in which they live. Finally, of course, students choose to major in psychology because they want to go on to graduate school and make psychology their professional career.

### PSYCHOLOGY PROGRAM

Psychology is the science of human behavior. As a field, it attempts to develop technologies that will help understand the dynamics of human behavior as a means of developing a profession that will promote human welfare. As such, the undergraduate program at East Central University prepares its students through classwork, student professional organizations such as Psi Chi, field trips, assisting the faculty in professional endeavors such as research and application, and close relationships with the faculty to help understand and get to know, on a broad basis, the field of psychology. This training prepares the student to work at an entry level in the following areas: mental health clinics, hospitals, counseling centers, corrections, and many other areas including being prepared to enter graduate school.

The mission of the Psychology Program is an integral part of the overall mission of East Central University. The mission of the university includes providing a number of baccalaureate, pre-professional and graduate programs. The program addresses this goal by providing an undergraduate degree program in Psychology. Instruction in Psychology at the undergraduate level utilizes the following formats: lecture, video and multimedia material, field trips, research and library report writing, and direct hands-on experience both in the research laboratory and clinic setting.

# College of Education & Psychology Internship Hours

The internship hours in CEP are calculated and governed by the various accreditation agencies (National and State). The agencies include regulations regarding the qualifications of mentors, supervisors, and placements.

## PROFESSIONAL EDUCATION SEQUENCE

| Course | | | Hours |
|---|---|---|---|
| EDUC | 2402 | Survey of Exceptional Children | 2 |
| PSYCH | 3463 | Child and Adolescent Psychology | 3 |

The following courses to be taken when a sophomore or junior:

| | | | |
|---|---|---|---|
| EDUC | 2012 | Diversity in American Education (To be taken in same term as EDUC 2211 and 2631) | 2 |
| EDUC | 2631 | Foundations of Education Technology (To be taken in the same term as EDUC 2012 and 2211) | 1 |
| EDUC | 2211 | Field Experience I (To be taken in same term as EDUC 2012 and 2631) | 1 |

The following courses to be taken when a junior:

| | | | |
|---|---|---|---|
| EDPSY | 3513 | Educational Psychology (To be taken in same term as EDUC 3001) | 3 |
| EDUC | 3001 | Field Experience II (To be taken in same term as EDPSY 3513) | 1 |

The following courses to be taken when a senior:

| | | | |
|---|---|---|---|
| EDUC | 4042 | Strategies for Effective Teaching (To be taken in same term as EDUC 4611 and 4632) | 2 |
| EDUC | 4632 | Educational Technology Integration Strategies (To be taken in the same term as EDUC 4042 and 4611) | 2 |
| EDUC | 4611 | Field Experience III (To be taken in same term as EDUC 4042 and 4632) | 1 |

The following courses to be taken when a senior, either the first or second semester. (No other courses shall be taken.)

| | | | |
|---|---|---|---|
| EDUC | 4262 | Student Teaching Seminar I | 2 |
| EDUC | 4282 | Student Teaching Seminar II | 2 |

The first, second, or third pair of the following courses:

| | | | |
|---|---|---|---|
| EDUC | 4954 | Supervised Student Teaching Elementary Schools | |
| EDUC | 4954 | Supervised Student Teaching Elementary Schools | |
| EDUC | 4964 | Supervised Student Teaching Grades PK-12 | |
| EDUC | 4964 | Supervised Student Teaching Grades PK-12 | |
| EDUC | 4974 | Supervised Student Teaching Secondary Schools | |
| EDUC | 4974 | Supervised Student Teaching Secondary Schools | 8 |

# EARLY CHILDHOOD EDUCATION

**Bachelor of Science** **Major Code -- 0540**

**I. General Education (45 HOURS)**

*38 hours (Required: ENG 1113, ENG 1213 or HNRS 2313, HUM 2313 or 2323 or 2413 or HNRS 1313, HHFS 1513, COMM 1113, MATH 1413, 1513. or 1613, BIOL 1114. PHSCI 1114, PSYCH 1113. GEOG 1113 or HIST 1113 or 1123 or 2613, HIST 2483 or 2493. PS 1113) counted in Related Work.*

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*

**Other hours needed** **7**

**II. Major in Early Childhood Education** **39**

**A. Required General Education** 3
HHFS 1513 Basic Nutrition

**B. Required in Early Childhood Education** 36
EDLBS 4913 Children's Literature
EDUC 3013 Methods of Emergent Literacy
EDUC 3033 Soc & Guid Young Child
EDUC 3043 Educ, Dev, & Obs Young Child
EDUC 3333 Meth in Creative Arts Yng Child
EDUC 3413 Meth in Elem Lang Arts
EDUC 3463 Foundations of Reading
EDUC 3483 Methods of Reading
EDUC 3493 Reading Assessment for Instruction
EDUC 3503 Meth Elem Math - Primary
EDUC 3603 Sci & Soc Stu Early Child
EDUC 3753 Meth of Early Childhood Education

**III. Related Work** **48**

**A. Required General Education** 35
BIOL 1114 General Biology
COMM 1113 Fundamentals of Human Comm
ENG 1113 Freshman Composition I
ENG 1213 Freshman Composition II **OR**
HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research
PHSCI 1114 General Physical Science
PS 1113 United States Government
PSYCH 1113 General Psychology

One of the following:
GEOG 1113 Elements of Human Geography
HIST 1113 Early Western Civilization
HIST 1123 Modern Western Civilization
HIST 2613 Explorations in World History & Culture

One of the following:
HIST 2483 United States History Survey to 1877
HIST 2493 United States History Survey since 1877

One of the following:
HUM 2313 Multicultural American Literature
HUM 2323 Global Literatures **OR**
HNRS 1313 Enduring Questions: Global Perspectives
HUM 2413 Responding to Literature

One of the following:
MATH 1413 Survey of Mathematics
MATH 1513 College Algebra
MATH 1613 Functions and Modeling

**B. Required Related Work** 13
GEOG 1214 Earth Science
MATH 2713 Mathematical Concepts I
MATH 2723 Mathematical Concepts II
MATH 2733 Mathematical Concepts III

**IV. Minor**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education.

**VI. Total Hours Required** **124**

**VII. Special Requirements**

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.

# ELEMENTARY EDUCATION

## Bachelor of Science in Education — Major Code -- 0130

**I. General Education (44 HOURS)**

*35 hours (Required: ENG 1113, ENG 1213 or HNRS 2313, HUM 2313 or 2323 or 2413 or HNRS 1313, COMM 1113, MATH 1413, 1513,or 1613, BIOL 1114. PHSCI 1114, PSYCH 1113, GEOG 1113 or HIST 1113 or 1123 or 2613, HIST 2483 or 2493, PS 1113) counted in Related Work*

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*

**Other hours needed** **9**

**II. Major in Elementary Education** **36**

**A. Required in the Elementary Education Major** 36

ART 4412 Art for Elem Teachers
KIN 3552 Meth of Elem PE
MUS 3912 Meth of Tchg Mus for Elem Tch
EDLBS 4913 Children's Literature
EDUC 3413 Meth in Elem Lang Arts
EDUC 3463 Foundations of Reading
EDUC 3483 Methods of Reading
EDUC 3493 Reading Assessment for Instruction
EDUC 3503 Meth Elem Math - Primary
EDUC 3513 Meth Elem Math - Intermediate
EDUC 3613 Meth for Elem Natural Sci
EDUC 3713 Meth for Elem Soc Stu
EDUC 3753 Meth of Early Childhood Education

**III. Related Work** **48**

**A. Required General Education** 35

BIOL 1114 General Biology
COMM 1113 Fundamentals of Human Comm
ENG 1113 Freshman Composition I
ENG 1213 Freshman Composition II **OR**
HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research
PHSCI 1114 General Physical Science
PS 1113 United States Government
PSYCH 1113 General Psychology

One of the following:
GEOG 1113 Elements of Human Geography
HIST 1113 Early Western Civilization
HIST 1123 Modern Western Civilization
HIST 2613 Explorations in World History & Culture

One of the following:
HIST 2483 United States History Survey to 1877
HIST 2493 United States History Survey since 1877

One of the following:
HUM 2313 Multicultural American Literature
HUM 2323 Global Literatures **OR**
HNRS 1313 Enduring Questions: Global Perspectives
HUM 2413 Responding to Literature

One of the following:
MATH 1413 Survey of Mathematics
MATH 1513 College Algebra
MATH 1613 Functions and Modeling

**B. Required Related Work** 13

GEOG 1214 Earth Science
MATH 2713 Mathematical Concepts I
MATH 2723 Mathematical Concepts II
MATH 2733 Mathematical Concepts III

**IV. Minor (Not Required)**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education

**VI. Electives** **1**

**VII. Total Hours Required** **124**

**VIII. Special Requirements**

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.

## Other Teaching Programs

In addition to the above, programs in the following majors lead to secondary and elementary-secondary teacher certification. A program in a specific major is given in the *Catalog* under the heading of the department offering the program.

**MAJOR**
Art
Biology
Chemistry
English
History
Mathematics
Music
Physics

**Minor in Education - 660A**

EDUC 2402 Survey of Exceptional Children
PSYCH 1113 General Psychology
PSYCH 3463 Child and Adolescent Psychology

Select 11 additional hours from the following list of courses.
EDUC 3013 Methods of Emergent Literacy
EDUC 3333 Meth in Creative Arts Yng Child
EDUC 3463 Foundations of Reading
EDUC 4013 Pract Strat and IDEA for Beh Disord

If selected from the list below, only one KIN class may be counted toward an EDUC minor.
KIN 3233 Adapted Physical Education
KIN 3552 Meth of Elem P E

If selected from the list below, only one additional PSYCH course will be counted toward an EDUC minor.
PSYCH 3063 Physiological Psychology
PSYCH 3613 Psychology of Learning and Cognition
PSYCH 3833 Behavioral Science Statistics
PSYCH 4112 Psychology of Exceptional Children

Content area methods classes can be considered with departmental approval.

Field Experience courses can be considered with departmental approval.

**Minimum Total Hours** **19**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# KINESIOLOGY

## Bachelor of Science — Major Code -- 0202

**I. General Education (44 HOURS)**

*2 hours (KIN 2122) counted in the Major*

**Other hours needed** **42**

**II. Major in Kinesiology** **60**

**A. Required General Education** 2
KIN 2122 Choices in Wellness

**B. Required in the Kinesiology Major** 58
KIN 1963 Intro to Kinesiology
KIN 2223 Sports Nutrition
KIN 2273 First Aid
KIN 2413 Applied Anatomy
KIN 2433 Theory of Coaching
KIN 2713 Care & Prevention of Ath Inj
KIN 3233 Adapted PE
KIN 3303 Fundamentals of Sports Administration
KIN 3353 Research and Evaluation of Kinesiology
KIN 3563 Health Promotion
KIN 3613 Motor Learning
KIN 3723 Biomechanics
KIN 3733 Physiology of Exercise
KIN 3883 Legal Aspects of Kinesiology
KIN 4153 Organization & Administration
KIN 4223 Strength & Conditioning
KIN 4284 Practicum
KIN 4593 Psychology of Sports
KIN 4623 Exercise Testing & Prescr

**III. Minor (Not Required)**

**IV. Electives** **18**
Recommended courses and/or minor from BIOL, BUS, CHEM, EDUC, PSYCH, PHYS, and SOC.

**V. Total Hours Required** **120**

**VI. Special Requirements**

Four hours credit in basic or recruit military training is granted for one year or more of continuous active full-time military service. This credit includes two hours of elective credit, and two hours which may be applied as KIN 2122 Choices in Wellness.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

**Minor in Kinesiology - 200D**

**Core Courses**
KIN 1963 Introduction to Kinesiology
KIN 2273 First Aid
KIN 2413 Applied Anatomy
KIN 2713 Care & Prevention of Ath Inj

Choose 2 of the following:
KIN 2433 Theory of Coaching
KIN 3303 Fundamentals of Sports Administration
KIN 3613 Motor Learning
KIN 4223 Strength & Conditioning
KIN 4593 Psychology of Sports

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# PSYCHOLOGY

## Bachelor of Science — Major Code -- 0371

**I. General Education (44 HOURS)**

*6 hours (MATH 1223, MATH 1513 or MATH 1613 and PSYCH 1113) counted in the Major*

**Other hours needed** **38**

**II. Major in Psychology** **44**

**A. Required in General Education** 3
PSYCH 1113 General Psychology

**B. Required in Psychology Core** 16
HRPSY 3253 Psychology of Aging
PSYCH 2313 History and Systems of Psychology
PSYCH 2403 Sociocultural Psychology
PSYCH 4001 Psychology Senior Seminar
PSYCH 4133 Abnormal Psychology
PSYCH 4413 Psychology of Personality

**C. Required for Concentration in Psychology** 10
PSYCH 3114 Experimental Psych
PSYCH 3833 Behavioral Sci Statistics
PSYCH 3933 Writing & Design for Psych Research

**D. Required Electives** 15
1. One or Two of the following:
PSYCH 3463 Child and Adolescent Psychology
PSYCH 4443 Child Development
PSYCH 4453 Adolescent Development

2. Two of the following:
PSYCH 3023 Introduction to Health Psychology
PSYCH 3053 Introduction to Clinical and Counseling Psychology
PSYCH 3063 Physiological Psych
PSYCH 3613 Psychology of Learning and Cognition
PSYCH 4213 Psychological Tests & Measurement
PSYCH 4323 Behavioral Management
PYSOC 2213 Social Psychology

3-6 hours of approved 3000-4000 level electives in Psychology (may include additional courses from Section D2). EDPSY 3513 and PSYCH 4112 may not be taken for psychology degree credit.

**III. Related Work** **3**

**Required General Education** 3
One of the following:
MATH 1413 Survey of Mathematics
MATH 1513 College Algebra
MATH 1613 Function and Modeling

**IV. Minor (Not Required)**

**V. Electives** **39**
Student must take adequate number of upper level hours. There are 32-35 upper level hours built into the Psychology degree, therefore students must take a minimum of 8-11 hours of upper level courses in order to meet the 40-hour upper level requirement. While not required, a minor in a field related to a future career is recommended.

**VI. Total Hours Required** **124**

**VII. Special Requirements**
The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an Associate of Arts or Associate of Science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# PSYCHOLOGY
## Behavioral Health Concentration
## Bachelor of Science

**Major Code -- 0372**

**I. General Education (44 HOURS)**

*6 hours (MATH 1223 or MATH 1613 and PSYCH 1113) counted in the Major*

**Other hours needed** **38**

**II. Major in Psychology** **34**

**A. Required in General Education** 3
PSYCH 1113 General Psychology

**B. Required in Psychology Core** 16
HRPSY 3253 Psychology of Aging
PSYCH 2313 History and Systems of Psychology
PSYCH 2403 Sociocultural Psychology
PSYCH 4001 Psychology Senior Seminar
PSYCH 4133 Abnormal Psychology
PSYCH 4413 Psychology of Personality

**C. Required for Concentration in Behavioral Health** 12
PSYCH 3023 Introduction to Health Psychology
PSYCH 3053 Introduction to Clinical and Counseling Psychology
PSYCH 3463 Child and Adolescent Psychology
PSYCH 4213 Psychological Tests & Measurement

**D. Required Electives** 3
3 hours of approved 3000-4000 level electives in Psychology. EDPSY 3513 and PSYCH 4112 may not be taken for psychology degree credit.

**III. Related Work** **3**

**Required General Education** 3
MATH 1223 Intro to Probability and Stats **OR**
MATH 1613 Functions and Modeling

**IV. Minor (Not Required)**

**V. Electives** **49**
Student must take adequate number of upper level hours. There are 25 upper level hours built into the Psychology degree, therefore students must take a minimum of 15 hours of upper level courses in order to meet the 40-hour upper level requirement. Students are encouraged to take courses from BIOL, BUS, CRJS, HURES, EDUC and SOC to enhance the breadth of their psychology degree.

**VI. Total Hours Required** **124**

**VII. Special Requirements**
The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an Associate of Arts or Associate of Science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Psychology - 370A**

PSYCH 1113 General Psychology

Three of the following:
HRPSY 3253 Psychology of Aging
PSYCH 2313 History and Systems of Psychology
PSYCH 3063 Physiological Psychology
PSYCH 3463 Child & Adolescent Psychology
PSYCH 3613 Psychology of Learning and Cognition
PSYCH 4133 Abnormal Psychology
PSYCH 4213 Psychological Tests and Measurements
PSYCH 4323 Behavioral Management
PSYCH 4413 Psychology of Personality
PSYCH 4443 Child Development
PSYCH 4453 Adolescent Development
PYSOC 2213 Social Psychology
Nine (9) hours of approved 3000-4000 level electives in Psychology (may include additional courses from the list above). EDPSY 3513 and PSYCH 4112 may not be taken for psychology degree credit.

**Total Minimum Hours** **21**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.



## Section VII

# COLLEGE OF HEALTH AND SCIENCES

### Kenneth D. Andrews, Dean

## DEPARTMENT OF BIOLOGICAL & ENVIRONMENTAL SCIENCES

**Majors Offered**
Biology - BS
Biology (Clinical Laboratory Scientist) - BS
Biology (Ecology) - BS
Biology (Health Sciences) - BS
Biology (Medical Botany) - BS
Biology (Molecular Biology) - BS
Biology (Teacher Certification) - BS
Environmental Health Science - BS
Environmental Health Science (Environmental Management & Natural Resources) - BS
Environmental Health Science (Public Health) - BS

**Minor Offered**
Biology
Environmental Health Science
Public Health
Environmental Management & Natural Resources

**Courses**

| Prefix | Subject |
|---|---|
| B/C/P | Biol/Chem/Physics |
| BIOL | Biology |
| MEDTE | Medical Technology |
| CARTO | Cartography |
| EHS | Environmental Science |
| GEOG | Geography |
| GEOL | Geology |
| GECAR | Geography-Cartography |
| GESOC | Geography-Sociology |
| SOSTU | Social Studies |

## DEPARTMENT OF PHYSICAL SCIENCES

### CHEMISTRY

**Majors Offered**
Chemistry - BS
Chemistry (Teacher Certification) - BS
Chemistry (Biochemistry) - BS

**Minor Offered**
Chemistry

**Courses**

| Prefix | Subject |
|---|---|
| B/C/P | Biol/Chem/Physics |
| CHEM | Chemistry |

### PHYSICS

**Majors Offered**
Physics - BS
Physics (Medical Physics) - BS
Physics (Teacher Certification) - BS

**Minor Offered**
Physics

**Courses**

| Prefix | Subject |
|---|---|
| B/C/P | Biol/Chem/Physics |
| PHSCI | General Physical Science |
| PHYS | Physics |

# COURSES OFFERED IN ENGINEERING

| Courses Prefix | Subject |
|---|---|
| ENGR | Engineering |

# DEPARTMENT OF MATHEMATICS AND COMPUTER SCIENCE

| Majors Offered | Minor Offered |
|---|---|
| Computer Science - BS | Computer Science |
| Mathematics (Applied Mathematics/ Pre-Actuary) - BS | Mathematics |
| Mathematics (Data Science Applications) - BS | |
| Mathematics (General Mathematics) - BS | |
| Mathematics (Teacher Certification) - BS | |

| Courses Prefix | Subject |
|---|---|
| EDMA | Education-Mathematics |
| CMPSC | Computer Science |
| CPSMA | Computer Science--Mathematics |
| MATH | Mathematics |

# SCHOOL OF NURSING

| Major Offered | Minor Offered |
|---|---|
| Nursing - BS | --- |
| Nursing (RN to BSN) - BS | |

| Courses Prefix | Subject |
|---|---|
| NRSG | Nursing |

# DEPARTMENT OF BIOLOGICAL & ENVIRONMENTAL SCIENCES

Professor and Chair Bay
Professor and Robert S. Kerr Endowed Chair Sewell
Professors Biles, Gilbert
Associate Professor Howard
Assistant Professors Brumley, Dudley, Moring, Nesbit, Wang
Instructor E. Howard

The Department of Biological & Environmental Sciences provides undergraduate training for students interested in the life sciences who may wish to pursue careers in this area. Biological & Environmental Sciences is a continually expanding discipline with a variety of career opportunities. The faculty and facilities of the Department permit the investigation of Biological & Environmental Sciences at the subcellular, cellular, organismal, population, and community level. Courses taught in the Department emphasize scientific principles and concepts that aid in understanding structure, function and behavior of individual organisms, and how individual organisms interact within the natural environment. Several scholarships are available to qualified students. Departmental scholarships include the Thomas J. McKnight Biology Scholarship and the Fred and Mary Pfeffer Scholarship. Other scholarships are available through the Academic Scholarship Program and the East Central University Foundation. For students who plan to teach, there are scholarships available through the College of Education and Psychology.

There are several clubs and societies available for Biological & Environmental Sciences students. The ones currently active are the Tri-Beta Club, the Pre-Dentistry Club, and the Society for Wildlife and Ecological Biologists.

## BIOLOGY DEGREE PROGRAM

The Bachelor of Science in Biology degree program offers majors in six bachelor degree concentrations. A Bachelor of Science is designed for students who plan to become practicing biologists in industry or government, or plan to pursue a graduate degree in biology. This degree concentration is usually chosen by those students who need pre-professional training before entering the schools of medicine, dentistry, veterinary medicine, or other health-related professional schools. A Bachelor of Science for Teacher Certification gives a prospective science teacher an appropriate academic background in biology and in the methods of teaching. The Bachelor of Science for Molecular Biology prepares students for graduate research and/or employment in the rapidly growing fields of biotechnology, agribusiness, industry, law enforcement, and molecular biology. A Bachelor of Science for Clinical Laboratory Science prepares students to conduct and supervise complex medical tests, clinical trials, and research experiments; manage clinical laboratories; and consult with physicians and clinical researchers on diagnoses, disease causation and spread, and research outcomes. This degree concentration requires three years of prescribed study on campus followed by a year of clinical training in an approved hospital or School of Clinical Laboratory Science. A Bachelor of Science for Medical Botany empowers students to apply coursework in Botany, Zoology, Genetics, Physiology, Microbiology, Medical Botany, Entomology and Plant Ecophysiology. It provides flexibility through electives so that many path options are available all with the goal in mind of students understanding the complex relationship between plants and humans. Ultimately, this deep understanding will enable students to enter graduate school or employment so that they may transform their futures in biotech, agribusiness, pharmacology, medicine, homeopathy, horticulture, law, Native American affairs, research, industry and others into successful futures. A Bachelor of Science in Ecology, and a Bachelor of Science in Health Sciences are also offered.

## CLINICAL LABORATORY SCIENCE CONCENTRATION

This concentration requires a minimum of ninety-four semester hours credit of prescribed study on the campus, followed by a clinical component (30 hours) which consists of a year of approved professional training in Clinical Laboratory Science. The professional training must be done in a school of clinical laboratory science approved by the University and by the Oklahoma Consortium of Clinical Laboratory Science Affiliates.

Requirements for admission to the clinical component of clinical laboratory science:

1. Complete the general education requirements.
2. Complete prescribed science and math courses or equivalent courses.
3. Complete a sufficient number of approved electives to complete the minimum requirement of ninety-four semester hours.
4. Grade average must be a 2.5 or better overall and in the specific work in science and math.
5. Ten semester hours of the ninety-four must be done in upper-division courses (3000 and 4000 level).

Attainment of the requirements above does not guarantee admission to the clinical component of the program. The number of applicants placed is based on the number of applicants accepted by affiliated Schools of Clinical Laboratory Science.

## ENVIRONMENTAL HEALTH SCIENCE PROGRAM

The Bachelor of Science in Environmental Health Science (EHS) provides graduates with the interdisciplinary education needed for professional careers in areas such as: hazardous materials management, environmental program planning, industrial food safety, disease vector control, occupational safety and health, and water resources management. Concentrations in the EHS Program include Bachelor of Science in EHS for Environmental Management and Natural Resources, and a Bachelor of Science in EHS for Public Health. Environmental Health Sciences program graduates have been selected for professional positions in public health departments, private industries, state and federal environmental agencies, the United States Public Health Service Commissioned Corps and in private environmental consulting firms. In addition, the program prepares EHS majors for graduate study in a wide variety of disciplines.

The EHS program is one of 31 baccalaureate programs accredited by the National Environmental Health Science and Protection Accreditation Council and has maintained accreditation since 1975. EHS majors must complete a total of 55 hours of core courses in environmental health and environmental science which includes a supervised, professional internship at an approved site. The internship provides students with an opportunity to integrate their academic preparation with actual work experiences. EHS majors must also complete supporting courses in biology, chemistry, physics, and mathematics. A minor is advised, but not required.

# DEPARTMENT OF PHYSICAL SCIENCES

Professor and Chair Myers
Professor Crittell, McInnes, Williams
Assistant Professors Bryhan, Jha, Maples

The Department of Chemistry/Physics is comprised of two disciplines--Chemistry and Physics. The department offers Bachelor of Science degree programs with a major and a minor in each of these academic areas. Specific features of each program are detailed below.

## CHEMISTRY

The Department of Chemistry offers both a major and a minor in chemistry, a major in chemistry with a biochemistry concentration, a major in chemistry for teacher certification, and courses needed for those wishing to teach biology, chemistry, physics, physical science, or general science at the public school level. The department also functions as a support and service department for required courses in biology, nursing, environmental science, and allied health programs.

Additionally, the department provides pre-professional studies for students pursuing medicine, engineering, pharmacy, veterinary medicine, physical therapy, and medical technology.

A quality program of study is made possible through small classes, opportunity for student/professor interaction, and the unique situation of having the Robert S. Kerr Environmental Research Center located in Ada, OK. Cooperative agreements with this governmental institution allow expanded opportunities for study, research, quality analytical instrumentation, and possible student employment while at ECU.

## CHEMISTRY PROGRAM

In compliance with the recommendations of the American Chemical Society for curricula in undergraduate chemical education, the department offers courses in all five major areas of chemistry: inorganic, analytical, organic, physical, and biochemistry.

## PHYSICS

Physics is one of the most fundamental and all-inclusive of the sciences. It is an attempt to understand the foundations of our universe through the study of motion, force, energy, sound, electricity, magnetism, thermodynamics, heat, light, and quantum mechanics. Physics students use advanced mathematics to solve challenging experimental or theoretical problems, so they often major in mathematics as well. The ability to analyze a problem and find the best possible solution is vital to success in many fields. As a result, physics graduates often work in such seemingly non-related areas as medicine, law, biology, business, or military science, as well as in engineering, mathematics, computer science, or industry.

In addition to the university's program of financial aid, the department provides positions for student workers. Several departmental scholarships are awarded annually, and the department participates in the LS-OKAMP program awarding scholarships and research stipends for qualifying minority students. Interested students should contact the Department Chairman for further information.

## PHYSICS PROGRAM

All physics students begin with Engineering Physics I and II and mathematics through Calculus II. Advanced courses are selected to prepare them for one of four main areas: employment in physics or engineering, graduate studies in physics or engineering, the teaching profession at the secondary level, or graduate studies in medical physics.

# DEPARTMENT OF MATHEMATICS AND COMPUTER SCIENCE

Associate Professor and Chair Harper
Professor Wells
Associate Professors Jacob, Lastrina, Lynam
Assistant Professors Tarver, Ufimstev
Instructors McClain, Nell

The Department Mathematics and Computer Science currently offers five concentrations which leads to a Bachelor of Science degree: General Mathematics, Teacher Certification in Mathematics, Mathematics - Applied/Pre-Actuary, Data Science Applications, and Computer Science.

The Mathematics Program offers four concentrations which lead to a Bachelor of Science degree. The curriculum is flexible and can be adapted to a variety of student interests. After completing one of the four concentrations, program graduates typically enter the job market as applied mathematicians in business or industry, actuarial trainees, or certified teachers of secondary school mathematics. Some program graduates pursue study in graduate school leading to advanced degrees in mathematics, statistics, computer science, finance, or management science while others elect to pursue further study in a professional school such as law or medicine.

The Computer Science Program provides a solid education in all major areas of Computer Science with an emphasis on Software Engineering. Computer Science students complete a Bachelor of Science degree in four years. Our graduates are typically employed by large companies who need skilled software design specialists to work on the forefront of the field. Computing facilities include powerful Linux-based and Windows based terminals as well as graphics workstations. Department computers have internet access and are loaded with mathematical and statistical software packages for use in classroom teaching, student research and downloadable for home use.

## MATHEMATICS PROGRAM

### General Mathematics Concentration

The General Mathematics concentration provides preparation for the student who plans to enter a graduate program in mathematics or to seek immediate employment. A student taking this concentration, in consultation with his or her advisor, should choose elective courses which meet the entrance requirements of the desired graduate program. This concentration is often part of a double major with Physics, Computer Science, or other sciences. In addition to the core courses required for all mathematics majors, students in this concentration also take courses emphasizing proof writing.

### Teacher Certification Concentration

The Teacher Certification concentration, in conjunction with professional education courses, prepares students for teaching mathematics at the secondary level.

Majors take courses in education, mathematics, and mathematics education. Curriculum emphasizes pedagogy, technology, diversity, and current trends in education. Graduates of this concentration are in high demand locally, state-wide, and nationally. Most graduates of this concentration quickly find employment in the country, or elsewhere in Oklahoma and surrounding states. In addition to the core courses required for all mathematics majors, students in this concentration also take courses specifically for education majors.

### Applied Mathematics/ Pre-Actuary Concentration

The Applied Mathematics/Pre-Actuary concentration prepares students for entry into the job market as an applied mathematician or actuarial trainee, for a career in finance, or for entry into a graduate program in applied mathematics, actuarial science, statistics, finance, or quantitative management science. In addition to the core courses required for all mathematics majors, students in this concentration also take courses in business.

### Data Science Applications Concentration

The Data Science Applications concentration is for students interested in applying mathematics, statistics, and computer science to a wide range of business problems. With a broader focus, students in this concentration will be prepared to work in a variety of industries—analytics, data science and big data. Students finishing this program will have a variety of skills in mathematics, statistics, computer science, programming, and analytics. They will have specific skills related to data science in database design, data extraction, data wrangling, data scraping, data visualization, machine learning, deep learning, and artificial intelligence. Students will also gain the interdisciplinary skills to succeed in this fast-growing field. In addition to the core courses required for all mathematics majors, students in this concentration also take courses in computer science.

### COMPUTER SCIENCE PROGRAM

The Computer Science degree program prepares students for a career in the world of technology. Both online and in-seat options for majors of this program. Lucrative salaries and opportunities to work on interesting and challenging projects are the rewards which await those who choose the Computer Science major. Technology touches essentially every aspect of life. Students have access to a powerful Linux-based mainframe as well as the University computer network. Majors have access to both labs and 24/7 remote access. The curriculum is designed using guidelines published by the Association of Computing Machinery (ACM). Courses provide students excellent training in the scientific and technical areas of computing and the preparation necessary to pursue graduate work in this field. The course of study is mathematical in nature with emphasis on software engineering.

# SCHOOL OF NURSING

Assistant Professor, Chair and Director Duncan
Assistant Professor Gray, Ollila
Instructors Dilday, Lewis, McCallum, McDaniel, Powers, Reed, Saidleman, Scott, Sipes, Williams,

Nursing is an exciting and rewarding profession and professional nurses are highly valued in today's health care system. Nurses are recognized for their skills, judgment, and decision-making ability. Research has shown that there is a direct correlation between successful patient recovery and the number of baccalaureate nurses providing care. A baccalaureate degree in nursing from ECU is the stepping stone to an array of practice opportunities including advanced practice nursing, nursing education, middle-and upper-level management and advanced degrees. ECU graduates are heavily recruited by health care facilities throughout the central plains and the southwest.

Enrolled nursing students are eligible for a number of grants and scholarships. Awards available through the nursing program include the Pam Horne Memorial Award, the Higginbotham Award, and the Jearl Smart Foundation Award. As nursing majors, students also become eligible for Physician' Manpower Training Awards, Indian Health Service Scholarships, and a number of awards/scholarships from Oklahoma and Texas hospitals. Financial Aid will provide a list of available assistance upon request. Also refer to the ECU Foundation website https://www.ecok.edu/administration/foundation.

The mission of the School of Nursing is an integral part of the overall mission of ECU. It includes offering a high-quality baccalaureate nursing program to provide south central and southeast Oklahoma with accessible, professionally delivered nursing care.

The goal of the program is to prepare students for the practice of professional nursing in a variety of settings and areas. For more information, please contact the School of Nursing at ECU or view the website at www.ecok.edu/nursing.

### PRE-LICENSURE NURSING PROGRAM

The School of Nursing offers the Bachelor of Science with a major in Nursing degree to pre-licensure (these are students who are not already registered nurses) students. Students are accepted into the program for both fall and spring semesters. Pre-licensure students complete an eight-semester program leading to the degree of Bachelor of Science with a major in Nursing. Graduates who meet the Oklahoma state requirements for licensure, including a clear criminal background check, are eligible to apply to write the National Council Licensing Examination for Registered Nurses (NCLEX, RN) to become a Registered Nurse. During the initial semesters in the major, students work toward completion of general education requirements and required related work. Admission decisions are based upon published criteria and is highly competitive. Both a retention and program grade point average of at least 2.7/4.0, and grades of "C" or better in all required related work courses as well as completion of at least 24 hours of the required support courses are required to be considered for admission. Exceptions to this criterion must be reviewed and approved on a case-by-case basis. Students will experience a wide variety of clinical experiences throughout the program. During the final semester of the senior year, students work individually with a registered nurse in a preceptor experience. The program is taught using a variety of teaching methods to include on-campus labs, and simulation.

A minimum of 122 credit hours are required for graduation. Because of the complex and integrated nature of the nursing curriculum, it is strongly recommended that students visit with a nursing advisor as soon as possible to plan their course of study. Students are required to make an appointment with their assigned nursing advisor before pre-enrolling each semester.

Requirements for Admission to the Pre-Licensure Nursing Program

Applicants to ECU's Nursing Program must also be Admitted to the University before enrolling in nursing courses. See https://www.ecok.edu/student-development/admissions/applying-ecu-new-freshman.

1. Must meet university admission requirements and be accepted to ECU prior to start of program.

2. Must have minimum retention and program GPAs of 2.7/4.0.

3. Must complete 24 credit hours of Section Ill. Related Work, that includes (1) accepted math course.

4. Human Anatomy (A&P I) must be completed/passed prior to the

beginning of the first nursing course (NRSG 2104 & NRSG 2223). All sciences must be completed/passed prior to the second semester nursing courses.

5. The entrance exam must be taken by application deadline with a minimum posted score achieved as outlined in application information.

6. Once provisionally admitted, complete all remaining requirements related to attestations and accreditation.

7. Any exceptions to admission criterion must be reviewed and approved on a case-by-case basis by the Director and a committee of faculty. Students should work with their nursing advisor regarding the need for a possible exception.

## RN to BSN ONLINE

ECU School of Nursing also offers a fully online RN to BSN option. These students are licensed registered nurses with an associate degree or diploma in nursing who are interested in earning a Bachelor of Science with a major in nursing. The school recognizes registered nurses as self-motivated adult learners who possess a base of knowledge and experience upon which to build and grow. There are admission/entry points each semester and once in the summer, a flexible curriculum, and the ability to complete the program in less than 12 months. Additional information on this program can be found at www.online.ecok.edu.

RN to BSN applicants must have a retention GPA of 2.0/4.0 and be graduates of an accredited program. They must hold a valid RN from the state in which they are practicing, and must maintain this license throughout their degree program. Applicants must meet university admission requirements and complete an application by contacting the online admissions team at online.ecok.edu or contact them at onlineadmissions@ecok.edu for assistance. A minimum passing grade, per university standards is required for acceptance of all related work courses.

A minimum of 129 credit hours are required for graduation. Allowance of (6) six transfer hours and (30) hours advanced standing credit may be given upon the completion of NRSG 3223 in the first term of the program with a grade of "C" or better.

The nursing program is approved by the Oklahoma Board of Nursing and accredited by the Accreditation Commission for Education in Nursing, Inc., 3390 Peachtree Rd. NE, Suite 1400, Atlanta, GA 30326, phone (405) 975-5000. http://www.acenursing.org

Requirements for Admission to the RN to BSN Online Nursing Program

1. Must have a minimum cumulative GPA of 2.0/4.0.

2. Must meet university admission requirements.

3. Must complete an application with ECU Online Admission Team at onlineadmissions@ecok.edu or online.ecok.edu.

4. Must have graduated with an associate's degree or diploma from an accredited nursing program.

5. Must hold a valid, unencumbered Registered Nurse license.

6. F-1 Visa holders are not eligible for the RN to BSN program due to the fully online format.

# BIOLOGY

## Bachelor of Science — Major Code -- 0040

**I. General Education (44 HOURS)**

*11 hours (BIOL 1114, CHEM 1114, and MATH 1513 or 2825) counted in the Major*

**Other hours needed** **33**

**II. Major in Biology** **48**

**A. Required General Education** 4
BIOL 1114 General Biology

**B. Required in the Biology Core** 16
BIOL 1214 General Botany
BIOL 1314 General Zoology
BIOL 3434 Genetics
BIOL 3514 General Physiology **OR**
BIOL 3634 Human Physiology

**C. Required in the Biology Major** 12
BIOL 2344 Microbiology
BIOL 4313 Cell and Molecular Biology
BIOL 4414 Ecology
BIOL 4881 Biology Senior Seminar

**D. Required Electives** 16
Sixteen hours elective courses in Biology with a minimum of 11 hours in 3000-4000 level courses (not BIOL 4473, 4713)

**E. Recommended Related Electives**
CHEM 4114 Organic Chemistry II
CHEM 4213 Biochemistry
CHEM 4221 Biochemistry Lab
EHS 3703 Biostatistics
MATH 1223 Introduction to Probability & Statistics
PSYCH 3833 Behavioral Science Statistics
SOC 3833 Statistics for Social Sciences

**III. Related Work** **23-25**

**A. Required General Education** 7-9
CHEM 1114 General Chemistry I
MATH 1513 College Algebra **OR**
MATH 2825 Calculus and Analytic Geometry I

**B. Required Related Work** 16
CHEM 1214 General Chemistry II
CHEM 3114 Organic Chemistry I
PHYS 1114 General Physics I
PHYS 1214 General Physics II

**C. Recommended Related Work**
Related work recommended: foreign language & computer science

**IV. Minor (Not Required)**

**V. Electives** **18-20**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

A pre-medicine or pre-dentistry student may earn the bachelor of science degree by completing three years of work in the bachelor of science degree program and one year in a professional school. Complete information may be obtained by request from the Office of Admissions and Records.

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**Minor in Biology - 040A**

BIOL 1114 General Biology
BIOL 1214 General Botany
BIOL 1314 General Zoology
BIOL 2344 General Microbiology
Three hours of Upper Level electives (may not include B/C/P 4113, BIOL 4473, 4713, 4881)

**Minimum Total Hours** **19**

"Teachers" or "methods" courses may not be counted in the minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# BIOLOGY
## Clinical Laboratory Scientist Concentration
## Bachelor of Science

**Major Code -- 004A**

**I. General Education (44 HOURS)**

*11 hours (BIOL 1114, CHEM 1114, and MATH 1513 or 2825) counted in the Major*

**Other hours needed** **33**

**II. Major in Biology** **62-63**

**A. Required General Education** 4
BIOL 1114 General Biology

**B. Required in the Biology Core** 16
BIOL 1214 General Botany
BIOL 1314 General Zoology
BIOL 3434 Genetics
BIOL 3514 General Physiology **OR**
BIOL 3634 Human Physiology

**C. Required for Concentration in Clinical Laboratory Scientist** 42-43
BIOL 2344 Microbiology
BIOL 3683 Immunology
BIOL 4881 Biology Senior Seminar
MEDTE 4117 Clinical Microbiology
MEDTE 4125 Clinical Chemistry I
MEDTE 4236 Clinical Hematology
MEDTE 4246 Clinical Immunology/Immunohematology
MEDTE 4325 Clinical Chemistry II
MEDTE 4351 Topics in Med Tech
One of the following
BIOL 2184 Human Anatomy
BIOL 3245 Comparative Vertebrate Anatomy

**III. Related Work** **19-21**

**A. Required General Education** 7-9
CHEM 1114 General Chemistry I
MATH 1513 College Algebra **OR**
MATH 2825 Calculus and Analytic Geometry I

**B. Required Related Work** 12
CHEM 1214 General Chemistry II
CHEM 3114 Organic Chemistry I
CHEM 4213 Biochemistry
CHEM 4221 Biochemistry Lab

**IV. Minor (Not Required)**

**V. Electives** **7-10**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

With departmental approval, students may omit MATH 1513 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Students interested in the 3 + 1 degree Program (ECU-OSUCOM) can apply for early admission to the OSU College of Osteopathic Medicine and earn an ECU bachelors degree in biology by completing the first year of medical school at OSUCOM (D.O. degree). Complete information on the program can be obtained from the Office of Admission and Records or the Department Chair in Biological and Environmental Sciences.

# BIOLOGY
## Ecology Concentration
## Bachelor of Science

**Major Code -- 004B**

**I. General Education (44 HOURS)**

*11 hours (BIOL 1114, MATH 1513 or 2825 and PHYS 1114) counted in the Major*

**Other hours needed** **33**

**II. Major in Biology** **58**

**A. Required General Education** 4
BIOL 1114 General Biology

**B. Required in the Biology Core** 16
BIOL 1214 General Botany
BIOL 1314 General Zoology
BIOL 3434 Genetics
BIOL 3514 General Physiology **OR**
BIOL 3634 Human Physiology

**C. Required for Concentration in Ecology** 22
BIOL 2002 Introductory Research Experience
BIOL 3245 Comparative Vertebrate Anatomy
BIOL 3934 Limnology
BIOL 4123 Evolution
BIOL 4323 Experimental Design in Biological Science
BIOL 4414 Ecology
BIOL 4881 Senior Seminar

**D. Required Electives** 16
Sixteen hours elective courses in Biology with a minimum of 12 hours in 3000-4000 level courses. (not BIOL 4473, 4713).

**III. Related Work** **26-28**

**A. Required General Education** 7-9
MATH 1513 College Algebra **OR**
MATH 2825 Calculus and Analytic Geometry I
PHYS 1114 General Physics I

**B. Required Related Work** 19
CHEM 1114 General Chemistry I
CHEM 1214 General Chemistry II
CHEM 3114 Organic Chemistry I
PHYS 1214 General Physics II

One of the following:
EHS 3703 Biostatistics
MATH 1223 Intro to Probability and Statistics
PSYCH 3833 Behavioral Science Statistics
SOC 3833 Statistics for Social Sciences

**IV. Minor (Not Required)**

**V. Electives** **5-7**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in this major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# BIOLOGY
## Health Sciences Concentration
## Bachelor of Science

**Major Code -- 004C**

**I. General Education (44 HOURS)**

*14 hours (BIOL 1114, MATH 1513 or 2825, PHYS 1114 and PSYCH 1113) counted in the Major*

**Other hours needed** **30**

**II. Major in Biology** **45-48**

**A. Required General Education** 4
BIOL 1114 General Biology

**B. Required in the Biology Core** 16
BIOL 1214 General Botany
BIOL 1314 General Zoology
BIOL 3434 Genetics
BIOL 3514 General Physiology **OR**
BIOL 3634 Human Physiology

**C. Required for Concentration in Health Sciences** 16-17
BIOL 2184 Human Anatomy **OR**
BIOL 3245 Comparative Vertebrate Anatomy
BIOL 2344 General Microbiology
BIOL 4313 Cell and Molecular Biology
BIOL 4414 Ecology
BIOL 4881 Biology Senior Seminar

**D. Required Electives** 9-11
Three of the following:
BIOL 2113 Medical Terminology
BIOL 3013 Research Methods and Bioethics
BIOL 3034 Medical Botany
BIOL 3254 Medical Entomology
BIOL 3623 Biochemistry of Human Disease
BIOL 3654 Histology
BIOL 3683 Immunology
BIOL 4113 Vertebrate Embryology
BIOL 4553 Pathogenic Microbiology

**III. Related Work** **29-31**

**A. Required General Education** 10-12
MATH 1513 College Algebra **OR**
MATH 2825 Calculus and Analytic Geometry I
PHYS 1114 General Physics I
PSYCH 1113 General Psychology

**B. Required Related Work** 19
CHEM 1114 General Chemistry I
CHEM 1214 General Chemistry II
CHEM 3114 Organic Chemistry I
PHYS 1214 General Physics II

One of the following:
EHS 3703 Biostatistics & Environmental Calculations
MATH 1223 Intro to Probability and Statistics
PSYCH 3833 Behavioral Science Statistics
SOC 3833 Statistics for Social Sciences

**IV. Minor (Not Required)**

**V. Electives** **15-20**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# BIOLOGY
## Medical Botany Concentration
## Bachelor of Science

**Major Code -- 004D**

**I. General Education (44 HOURS)**

*17 hours (BIOL 1114, CHEM 1114, HHFS 1513, and MATH 1513 or 2825 and MIS 1903) counted in the Major*

**Other hours needed** **27**

**II. Major in Medical Botany** **60**

**A. Required General Education** 4
BIOL 1114 General Biology

**B. Required in the Core** 16
BIOL 1214 General Botany
BIOL 1314 General Zoology
BIOL 3434 Genetics
BIOL 3514 General Physiology **OR**
BIOL 3634 Human Physiology

**C. Required in the Medical Botany Major** 16
BIOL 2344 Microbiology
BIOL 3034 Medical Botany
BIOL 3234 General Entomology
BIOL 3674 Plant Ecophysiology

**D. Required Electives** 24
Select 12 hours from the following: 12
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
ANTH 2003 Introduction to Cultural Resource Management
ANTH 2713 Introduction to Cultural Anthropology
BUCOM 3133 Business Communication and Report Writing
BUS 1113 Foundations of Business
BUSLW 3213 The Legal Environment of Business
BUSLW 3253 Business Law
ECON 2013 Principles of Microeconomics
EHS 4013 Native American Environmental & Health Issues
LS 4143 Introduction to Native American Law
LSPS 2153 Introduction to Law
NAS 3003 Tribal Sovereignty and Federal Indian Policy
SOC 3003 Native American Sociology

Select 12 hours from the following: 12
BIOL 2103 Horticulture
BIOL 3143 Ethnobotany
BIOL 3524 Mycology
BIOL 4014 Integrated Pest Management
BIOL 4123 Evolution
BIOL 4553 Pathogenic Microbiology
CHEM 3124 Chemistry of Food
CHEM 3214 Quantitative Analysis I
CHEM 3484 Instrumental Analysis
EHS 4143 Food Hygiene and Consumer Protection
HHFS 3114 Food Science: Service, Safety & Sanitation
HHFS 3514 Food Distribution Management
PSYCH 1113 General Psychology
PSYCH 4133 Abnormal Psychology

**III. Related Work** **21-23**

**A. Required General Education** 13-15
CHEM 1114 General Chemistry
HHFS 1513 Basic Nutrition
MATH 1513 College Algebra **OR**
MATH 2825 Calculus and Analytic Geometry I
MIS 1903 Computer Business Applications

**B . Required Related Work** 8
CHEM 1214 General Chemistry
CHEM 3114 Organic Chemistry I

**IV. Minor (Not Required)**

**V. Electives** 14-16
Recommended electives are additional courses from II. D.

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# BIOLOGY
## Molecular Biology Concentration
## Bachelor of Science

**Major Code -- 0049**

**I. General Education (44 HOURS)**

*11 hours (BIOL 1114, MATH 1513 and PHYS 1114) counted in the Major*

**Other hours needed** **33**

**II. Major in Biology** **49-50**

**A. Required General Education** 4
BIOL 1114 General Biology

**B. Required in the Biology Core** 16
BIOL 1214 General Botany
BIOL 1314 General Zoology
BIOL 3434 Genetics
BIOL 3514 General Physiology **OR**
BIOL 3634 Human Physiology

**C. Required for Concentration in Molecular Biology** 20-21
BIOL 2344 General Microbiology
BIOL 3013 Research Methods & Bioethics
BIOL 4313 Cell and Molecular Biology
BIOL 4545 Advanced Molecular Biology
BIOL 4881 Biology Senior Seminar

One of the following:
BIOL 2184 Human Anatomy
BIOL 3245 Comparative Vertebrate Anatomy

**D. Required Electives** 9
Select 9 hours from the following:
BIOL 2243 Intro to Biotechnology
BIOL 2773 Forensic Biology
BIOL 3553 Genomics and Bioinformatics
BIOL 3623 Biochemistry of Human Disease
BIOL 3683 Immunology
BIOL 4763 Biochemical Genetics
BIOL 4981-4 Seminar in Biology (Subject named in title listing)

**III. Related Work** **33-35**

**A. Required General Education** 7
MATH 1513 College Algebra
PHYS 1114 General Physics I

**B. Required Related Work** 26-28
CHEM 1114 General Chemistry I
CHEM 1214 General Chemistry II
CHEM 3114 Organic Chemistry I
CHEM 4213 Biochemistry
CHEM 4221 Biochemistry Lab
PHYS 1214 General Physics II

One of the following:
MATH 2613 Calculus for Bus, Life & Soc Sciences
MATH 2825 Calculus & Analytic Geometry I

One of the following:
EHS 3703 Biostatistics & Environmental Calculations
MATH 1223 Intro to Probability and Statistics
PSYCH 3833 Behavioral Science Statistics
SOC 3833 Statistics for Social Sciences

**C. Recommended Electives**
BIOL 3683 Immunology
CHEM 3314 Quantitative Analysis
CHEM 4114 Organic Chemistry II

**IV. Minor (Not Required)**

**V. Electives** **6-9**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

With departmental approval, students may omit MATH 1513 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# BIOLOGY
## Teacher Certification Concentration
## Bachelor of Science

**Major Code -- 0041**

**I. General Education (44 HOURS)**

*17 hours (BIOL 1114, CHEM 1114, COMM 1113, MATH 1513 or 2825, and PSYCH 1113) counted in the Major*

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*

**Other hours needed** **27**

**II. Major in Biology** **31-32**

**A. Required General Education** 4
BIOL 1114 General Biology

**B. Required in the Biology Core** 16
BIOL 1214 General Botany
BIOL 1314 General Zoology
BIOL 3434 Genetics
BIOL 3514 General Physiology **OR**
BIOL 3634 Human Physiology

**C. Required for Concentration in Teacher Certification** 11-12
B/C/P 4113 Mthd Tch Biol/Phys Sci
BIOL 4414 Ecology
One of the following:
BIOL 2184 Human Anatomy
BIOL 3245 Comparative Vertebrate Anatomy

**III. Related Work** **36-38**

**A. Required General Education** 13-15
CHEM 1114 General Chemistry I
COMM 1113 Fundamentals of Human Comm
MATH 1513 College Algebra **OR**
MATH 2825 Calculus and Analytic Geometry I
PSYCH 1113 General Psychology

**B. Required Related Work** 16
CHEM 1214 General Chemistry II
PHYS 1114 General Physics I
PHYS 1214 General Physics II
PHYS 1314 Astronomy

**C. Related Work Electives** 7
Select one of the following:
CHEM 1314 General Organic and Biochemistry
CHEM 3114 Organic Chemistry I
CHEM 3214 Quantitative Analysis I
**AND**
Three hours Earth Science electives

**IV. Minor**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education.

**VI. Total Hours Required** **124-127**

**VII. Special Requirements**

With departmental approval, students may omit MATH 1513 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.

# CHEMISTRY

## Bachelor of Science — Major Code -- 0100

**I. General Education (44 HOURS)**

*11 hours (BIOL 1114, CHEM 1114 and MATH 1513) counted in the Major*

**Other hours needed** **33**

**II. Major in Chemistry** **37-38**

**A. Required General Education** 4
CHEM 1114 General Chemistry I

**B. Required in the Chemistry Core** 16
CHEM 1214 General Chemistry II
CHEM 3114 Organic Chemistry I
CHEM 3214 Quantitative Analysis I
CHEM 4114 Organic Chemistry II

**C. Required in the Chemistry Major** 14
CHEM 3484 Instrumental Analysis
CHEM 4213 Biochemistry
CHEM 4413 Adv Inorganic Chemistry
CHEM 4514 Physical Chemistry I

**D. Required Electives** 3-4
At least 3 hours from the following:
CHEM 4221 Biochemistry Laboratory
CHEM 4421 Adv Inorganic Chemistry Lab
CHEM 4614 Physical Chemistry II
CHEM 4981-4 Seminar in Chemistry
(Subject named in title listing)
CHEM 4991-4 Individual Study in Chemistry
(Subject named in title listing)

**III. Related Work** **22-30**

**A. Required General Education** 7
BIOL 1114 General Biology
MATH 1513 College Algebra

**B. Required Related Work** 18-23
MATH 1713 Trigonometry
MATH 2825 Calculus & Analytic Geometry I
MATH 3025 Calculus & Analytic Geometry II
PHYS 1114 General Physics I **OR**
PHYS 2115 Engineering Physics I
PHYS 1214 General Physics II **OR**
PHYS 2225 Engineering Physics II

**C. Recommended Related Work**
Geology, additional physics, biology (not BIOL 1114), and computer science

**IV. Minor (Required)** **18-21**
The minor with the chemistry major must be biology, environmental health science, mathematics or physics.

**V. Electives** **2-14**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for this course, OR successful completion of an Associate of Arts or Associate of Science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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### Minor in Chemistry - 100A

CHEM 1114 General Chemistry I
CHEM 1214 General Chemistry II
CHEM 3114 Organic Chemistry I
CHEM 3214 Quantitative Analysis I

Select one of the following:
CHEM 3484 Instrumental Analysis
CHEM 4114 Organic Chemistry II
CHEM 4213 Biochemistry **AND**
CHEM 4221 Biochemistry Lab
CHEM 4413 Advanced Inorganic Chemistry **AND**
CHEM 4421 Advanced Inorganic Chem Lab
CHEM 4514 Physical Chemistry I

**Minimum Total Hours** **20**

"Teachers" or "methods" courses do not count toward the minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# CHEMISTRY
## Biochemistry Concentration
## Bachelor of Science

**Major Code -- 0103**

**I. General Education (44 HOURS)**

*11 hours (BIOL 1114, CHEM 1114 and MATH 1513) counted in the Major*

**Other hours needed** **33**

**II. Major in Chemistry** **38**

**A. Required General Education** 4
CHEM 1114 General Chemistry I

**B. Required in the Chemistry Core** 16
CHEM 1214 General Chemistry II
CHEM 3114 Organic Chemistry I
CHEM 3214 Quantitative Analysis I
CHEM 4114 Organic Chemistry II

**C. Required in the Biochemistry Major** 18
CHEM 3484 Instrumental Analysis
CHEM 4213 Biochemistry
CHEM 4221 Biochemistry Laboratory
CHEM 4413 Adv Inorganic Chemistry
CHEM 4514 Physical Chemistry I
CHEM 4523 Advanced Biochemistry

**D. Recommended Electives**
CHEM 4421 Advanced Inorganic Chemistry Lab
CHEM 4531 Advanced Biochemistry Laboratory
CHEM 4981-4 Seminar in Chemistry
(Subject named in title listing)
CHEM 4991-4 Individual Study in Chemistry
(Subject named in title listing)

**III. Related Work** **32-40**

**A. Required General Education** **4-**7
BIOL 1114 General Biology
MATH 1513 College Algebra

**B. Required Related Work** 28-33
BIOL 1314 Zoology **OR**
BIOL 2344 General Microbiology
BIOL 2184 Human Anatomy
BIOL 3634 Human Physiology
BIOL 4313 Cell and Molecular Biology
MATH 1713 Trigonometry
MATH 2825 Calculus & Analytic Geometry I
PHYS 1114 General Physics I **OR**
PHYS 2115 Engineering Physics I
PHYS 1214 General Physics II **OR**
PHYS 2225 Engineering Physics II

**IV. Minor (Not Required)**

**V. Electives** **13-21**
Appropriate choice of electives could lead to a minor in Biology, Mathematics, or Physics. See catalog for minor requirements.

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for this course, OR successful completion of an Associate of Arts or Associate of Science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# CHEMISTRY
## Teacher Certification Concentration
## Bachelor of Science

**Major Code -- 0101**

**I. General Education (44 HOURS)**

*17 hours (BIOL 1114, CHEM 1114, COMM 1113, MATH 1513, and PSYCH 1113) counted in the Major*

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*

**Other hours needed** **27**

**II. Major in Chemistry** **30**

**A. Required General Education** 4
CHEM 1114 General Chemistry I

**B. Required in the Chemistry Core** 16
CHEM 1214 General Chemistry II
CHEM 3114 Organic Chemistry I
CHEM 3214 Quantitative Analysis I
CHEM 4114 Organic Chemistry II

**C. Required for Concentration in Teacher Certification** 3
B/C/P 4113 Meth Tchg Biol & PhySc

**D. Required Electives** 7
Seven hours chemistry electives

**III. Related Work** **41-43**

**A. Required General Education** 13-15
BIOL 1114 General Biology
COMM 1113 Fundamentals of Human Comm
MATH 1513 College Algebra **OR**
MATH 2825 Calculus and Analytic Geometry I
PSYCH 1113 General Psychology

**B. Required Related Work** 28
BIOL 1314 General Zoology
BIOL 2184 Human Anatomy
BIOL 3634 Human Physiology
GEOG 1214 Earth Science
PHYS 1114 General Physics I
PHYS 1214 General Physics II
PHYS 1314 Astronomy

**IV. Minor**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education.

**VI. Total Hours Required** **128-130**

**VII. Special Requirements**

With departmental approval, students may omit MATH 1513 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.

# COMPUTER SCIENCE

## Bachelor of Science — Major Code -- 0510

**I. General Education (44 Hours)**

*6 hours (CMPSC 1113 and MATH 1513) counted in the Major*

**Other hours needed** **35-38**
COMM 1113 may be used as related work.

**II. Major in Computer Science** **45**

**A. Required General Education** 3
CMPSC 1113 Computer Programming I

**B. Required in Computer Science Major** 24
CMPSC 1133 Computer Programming II
CPSMA 2103 Data Structures
CPSMA 3103 Algorithm Analysis
CMPSC 3113 Operating Systems
CMPSC 3613 Computer Architecture
CMPSC 3943 Software Design & Development
CMPSC 4213 Data Base Design
CMPSC 4473 Theory of Programming Languages

**C. Required Electives** 18
Eighteen hours in upper level Computer Science with at least 12 hours in CMPSC courses.

**III. Related Work** **11-18**

**A. Required Related Work** 3-9
CPSMA 3913 Discrete Mathematics
MATH 1513 College Algebra
MATH 1713 Trigonometry

**B. Required Related Electives** 8-9
One of the following:
MATH 2825 Calculus & Analytic Geometry I **OR**
MATH 2613 Calculus for Bus, Life & Soc Sci

If MATH 2613 is taken, then choose **EITHER**
MATH 1223 Intro to Prob & Statistics **OR**
BSEC 2603 Business & Economic Statistics

One of the following:
BUCOM 3133 Bus Communic & Report Writing
COMM 1113 Fundamentals of Human Comm
COMM 2253 Communication in the Workplace
ENG 3183 Technical Writing

**IV. Minor (Not Required)**

**V. Electives** **23-33**
Students majoring in computer science are highly encouraged to take upper-level computer science electives to make themselves more attractive to industry recruiters.

**VI. Total Hours Required** **124**

**VII. Special Requirements**

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of the degree program.

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**Minor in Computer Science - 640A**

CMPSC 1113 Computer Programming I
CMPSC 1133 Computer Programming II
CPSMA 2103 Data Structures
Nine hours elective computer science courses

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# ENVIRONMENTAL HEALTH SCIENCE

**Bachelor of Science** **Major Code -- 0160**

**I. General Education (44 HOURS)**

*14 hours (CHEM 1114, CMPSC 1513, EHS 1114 and MATH 1513) counted in the Major*

**Other hours needed** **30**

**II. Major in Environmental Health Science** **52**

**A. Required in General Education** 4
EHS 1114 Intro to Environmental Health Science

**B. Required in Environmental Health Science Core** 31
EHS 2313 Solid & Hazardous Waste Mgmt
EHS 2613 Industrial Hygiene
EHS 3114 Epidemiology
EHS 3153 Environmental and Public Health Admin
EHS 3553 Water Quality and Treatment
EHS 3603 Air Quality
EHS 3703 Biostatistics
EHS 3803 Environmental Toxicology
EHS 4703 Environmental & Risk Assessment
EHS 4943 Field Experience in Env/Public Health

**C. Required for Environmental Health Science** 8
EHS 4143 Food Hygiene & Consumer Protection
EHS 4203 Community Health
EHS 4802 Environmental Health Laboratory

**D. Required Electives - Technical Areas** 9
9 hours from the following: (No more than 3 hours of credit in EHS 4991-4 may be used to meet the 9 hour requirement)
EHS 2223 Watershed Management
EHS 2413 Radiologic Health
EHS 2713 Environmental Economics
EHS 3543 Water Resources
EHS 4013 Native American Environmental & Health Issues
EHS 4113 Institutional Environmental Health
EHS 4503 Chronic Diseases and Global Health
EHS 4553 Environmental and Organic Chemistry
EHS 4943 Field Experience in Env Health
EHS 4981-4 Seminar in Environmental Science (Subject named in title listing)
EHS 4991-4 Individual Studies in Env Science (Subject named in title listing)

**III. Related Work** **30**

**A. Required General Education** 10
CHEM 1114 General Chemistry I
CMPSC 1513 Computer Literacy
MATH 1513 College Algebra

**B. Required Related Work** 20
BIOL 1114 General Biology
BIOL 2344 General Microbiology
CHEM 1214 General Chemistry II
CHEM 1314 General Organic and Biochemistry
PHYS 1114 General Physics I

**IV. Minor (Not Required)**

**V. Electives** **12**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses may not be counted in major.

With departmental approval, students may omit MATH 1513 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1513 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# ENVIRONMENTAL HEALTH SCIENCE
## Environmental Management and Natural Resources Concentration
## Bachelor of Science

**Major Code -- 0166**

**I. General Education (44 HOURS)**

*14 hours (CHEM 1114, CMPSC 1513, EHS 1114 and MATH 1513) counted in the Major*

**Other hours needed** **30**

**II. Major in Environmental Health Science** **44**

**A. Required in General Education** 4
EHS 1114 Intro to Environmental Health Science

**B. Required in Environmental Health Science Core** 31
EHS 2313 Solid & Hazardous Waste Mgmt
EHS 2613 Industrial Hygiene
EHS 3114 Epidemiology
EHS 3153 Environmental and Public Health Admin
EHS 3553 Water Quality and Treatment
EHS 3603 Air Quality
EHS 3703 Biostatistics
EHS 3803 Environmental Toxicology
EHS 4703 Environmental & Risk Assessment
EHS 4943 Field Experience in Env/Public Health

**C. Required for Environmental Management and Natural Resources Concentration** 6
EHS 2713 Environmental Economics
EHS 3543 Water Resources

**D. Required Electives - Technical Areas** 3
3 hours from the following:
EHS 2223 Watershed Management
EHS 2413 Radiologic Health
EHS 4013 Native American Environmental & Health Issues
EHS 4113 Institutional Environmental Health
EHS 4143 Food Hygiene & Consumer Protection
EHS 4203 Community Health
EHS 4503 Chronic Diseases and Global Health
EHS 4553 Environmental and Organic Chemistry
EHS 4802 Environmental Health Lab
EHS 4943 Field Experience in Env Health
EHS 4981-4 Seminar in Environmental Science (Subject named in title listing)
EHS 4991-4 Individual Studies in Env Science (Subject named in title listing)

**III. Related Work** **36-38**

**A. Required General Education** 10
CHEM 1114 General Chemistry I
CMPSC 1513 Computer Literacy
MATH 1513 College Algebra

**B. Required Related Work** 26-28
BIOL 1114 General Biology
BIOL 1314 Zoology **OR**
CARTO 2253 Elements of Cartography
BIOL 2344 General Microbiology
BIOL 4534 Wildlife Management **OR**
CARTO 3613 Advanced Cartography
CHEM 1214 General Chemistry II
CHEM 1314 General Organic and Biochemistry
PHYS 1114 General Physics I

**IV. Minor (Not Required)**

**V. Electives** **12-14**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses may not be counted in major.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1513 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# ENVIRONMENTAL HEALTH SCIENCE
## Public Health Concentration
## Bachelor of Science

**Major Code -- 0165**

**I. General Education (44 HOURS)**

*17 hours (CHEM 1114, CMPSC 1513, EHS 1114, HHFS 1513 and MATH 1513) counted in the Major*

**Other hours needed** **27**

**II. Major in Environmental Health Science** **53**

**A. Required in General Education** 4
EHS 1114 Intro to Environmental Health Science

**B. Required in Environmental Health Science Core** 31
EHS 2313 Solid & Hazardous Waste Mgmt
EHS 2613 Industrial Hygiene
EHS 3114 Epidemiology
EHS 3153 Environmental and Public Health Admin
EHS 3553 Water Quality and Treatment
EHS 3603 Air Quality
EHS 3703 Biostatistics
EHS 3803 Environmental Toxicology
EHS 4703 Environmental & Risk Assessment
EHS 4943 Field Experience in Env/Public Health

**C. Required for Public Health Concentration** 12
EHS 4013 Native American Environmental & Health Issues
EHS 4143 Food Hygiene & Consumer Protection
EHS 4203 Community Health
EHS 4503 Chronic Diseases and Global Health

**D. Required Electives - Technical Areas** 6
6 hours from the following: (No more than 3 hours of credit in EHS 4991-4 may be used to meet the 6 hour requirement)
EHS 2223 Watershed Management
EHS 2413 Radiologic Health
EHS 2713 Environmental Economics
EHS 3543 Water Resources
EHS 4113 Institutional Environmental Health
EHS 4553 Environmental and Organic Chemistry
EHS 4802 Environmental Health Lab
EHS 4943 Field Experience in Env Health
EHS 4981-4 Seminar in Environmental Science (Subject named in title listing)
EHS 4991-4 Individual Studies in Env Science (Subject named in title listing)

**III. Related Work** **36**

**A. Required General Education** 13
CHEM 1114 General Chemistry I
CMPSC 1513 Computer Literacy
HHFS 1513 Basic Nutrition
MATH 1513 College Algebra

**B. Required Related Work** 23
BIOL 1114 General Biology
BIOL 2344 General Microbiology
BIOL 4553 Pathogenic Microbiology
CHEM 1214 General Chemistry II
CHEM 1314 General Organic and Biochemistry
PHYS 1114 General Physics I

**IV. Minor (Not Required)**

**V. Electives** **8**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses may not be counted in major.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1513 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

**Minor in Environmental Health Science - 160A**

| | | |
|---|---|---|
| EHS | 1114 | Intro to Env Health Science |
| EHS | 2313 | Solid & Hazardous Waste Mgmt |

12 Hours approved electives in Env Health Science

**Minimum Total Hours** **19**

"Teachers" or "methods" courses may not be counted in minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Public Health - 160B**

| | | |
|---|---|---|
| EHS | 1114 | Introduction to Public Health and Environmental Health Science |
| EHS | 3114 | Epidemiology |
| EHS | 3153 | Environmental and Public Health Administration |
| EHS | 4013 | Native American Environmental and Health Issues |
| EHS | 4203 | Community Health |
| EHS | 4503 | Chronic Diseases and Global Health |

**Minimum Total Hours** **20**

"Teachers" or "methods" courses may not be counted in minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Environmental Management and Natural Resources - 160C**

| | | |
|---|---|---|
| EHS | 1114 | Intro to Environmental Health Science |
| EHS | 2713 | Environmental Economics |
| EHS | 3543 | Water Resources |

9 Hours approved electives in Env Health Science

**Minimum Total Hours** **19**

"Teachers" or "methods" courses may not be counted in minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# MATHEMATICS
## Applied Mathematics/Pre-Actuary Concentration
## Bachelor of Science

**Major Code -- 0294**

**I. General Education (44 HOURS)**

*12 hours (COMM 1113 OR COMM 2253, CMPSC 1113, ECON 2003, and MATH 1513) counted in the Major*

**Other hours needed** **32**

**II. Major in Mathematics** **46-52**

**A. Required General Education** 0-3
MATH 1513 College Algebra

**B. Required Mathematics Core** 22-25
MATH 1223 Introduction to Probability & Statistics
MATH 1713 Trigonometry
MATH 2825 Calculus and Analytic Geometry I
MATH 3025 Calculus and Analytic Geometry II
MATH 3033 Calculus and Analytic Geometry III
MATH 3713 Linear Algebra
MATH 4923 Perspectives in Mathematics

**C. Required for Concentration in Applied Mathematics/Pre-Actuary** 9
MATH 3513 Mathematical Statistics
MATH 3583 Applied Statistics
MATH 4113 Differential Equations

**D. Required Electives** 15
Two of the following:
CPSMA 3913 Discrete Mathematics
CPSMA 3933 Operations Research
CPSMA 4413 Numerical Methods
Nine hours approved courses from MATH, CMPSC, MIS, MGMT, MKTG, BUSLW, or FIN (3000-4000)

**III. Related Work** **30**

**A. Required General Education** 9
CMPSC 1113 Computer Programming I **OR** other computer programming course in a high level language (logical, functional, or procedural, including Mathematica).
COMM 1113 Fundamentals of Human Comm **OR** COMM 2253 Communication in the Workplace
ECON 2003 Principles of Macroeconomics

**B. Required Related Work** 21
ACCT 2103 Financial Accounting
ECON 2013 Principles of Microeconomics
ENG 3183 Technical and Professional Writing
FIN 3113 Financial Management
FIN 3913 Insurance Planning and Risk Mgmt
MIS 1903 Computer Business Applications
MIS 3433 Management Information Systems

**IV. Minor (Not Required)**

**V. Electives** **10-16**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

MATH 1413, "teachers" or "methods" courses will not be counted in the major.

With departmental approval students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

Actuaries must pass a series of exams administered by the Society of Actuaries (SOA) in order to achieve professional status as an actuary. The first exam, Exam P, covers probability and supporting calculus topics. Pre-Actuary students should take this exam after completing MATH 3513 Mathematical Statistics. The second exam, Exam FM, covers interest theory and financial economics. This exam should be taken after FIN 3113 Financial Management. Other SOA exams cover subjects such as risk and risk management.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1113 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Mathematics - 290A**

MATH 1513 College Algebra
MATH 1713 Trigonometry
MATH 2825 Calculus and Analytic Geometry I
MATH 3025 Calculus and Analytic Geometry II
Three hours math electives above MATH 1713

**Minimum Total Hours** **19**

In approved cases, upper-division courses may be substituted for MATH 1513 and/or MATH 1713.

"Teachers" or "methods" courses are not to be counted in minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# MATHEMATICS
## General Mathematics Concentration
## Bachelor of Science

**Major Code -- 0292**

**I. General Education (44 HOURS)**

*6 hours (CMPSC 1113 and MATH 1513) counted in the Major*

**Other hours needed** **38**

**II. Major in Mathematics** **46-52**

**A. Required General Education** 0-3
MATH 1513 College Algebra

**B. Required Mathematics Core** 22-25
MATH 1223 Introduction to Probability & Statistics
MATH 1713 Trigonometry
MATH 2825 Calculus and Analytic Geometry I
MATH 3025 Calculus and Analytic Geometry II
MATH 3033 Calculus and Analytic Geometry III
MATH 3713 Linear Algebra
MATH 4923 Perspectives in Mathematics

**C. Required for Concentration in General Mathematics** 12
MATH 3093 Intro to Theorem Prov & Number Theory
MATH 3813 Modern Algebra
MATH 4113 Differential Equations
MATH 4133 Intermediate Analysis

**D. Required Electives** 12
Twelve hours other mathematics electives (3000-4000 level)

**III. Related Work** **3**

**Required General Education** 3
CMPSC 1113 Computer Programming I **OR**
other computer programming course in a high level language (logical, functional, or procedural, including Mathematica).

**IV. Minor (Not Required)**

**V. Electives** **31-37**
Students may choose courses in this section to complete a minor or pre-professional degree program requirement. Minors in areas such as computer science, chemistry, or physics are strongly recommended. Pre-professional programs that students may highly consider include Pre-Engineering, Pre-Law or Pre-Professional Sciences that lead to admission to professional schools of medicine, dentistry or optometry.

**VI. Total Hours Required** **124**

**VII. Special Requirements**

MATH 1413, "teachers" or "methods" courses will not be counted in the major.

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1113 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# MATHEMATICS
## Teacher Certification Concentration
## Bachelor of Science

**Major Code -- 0293**

**I. General Education (44 HOURS)**

*12 hours (CMPSC 1113, COMM 1113, MATH 1513, and PSYCH 1113) counted in the Major*

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*

**Other hours needed** **32**

**II. Major in Mathematics** **45-51**

**A. Required General Education** 0-3
MATH 1513 College Algebra

**B. Required Mathematics Core** 22-25
MATH 1223 Introduction to Probability & Statistics
MATH 1713 Trigonometry
MATH 2825 Calculus and Analytic Geometry I
MATH 3025 Calculus and Analytic Geometry II
MATH 3033 Calculus and Analytic Geometry III
MATH 3713 Linear Algebra
MATH 4923 Perspectives in Mathematics

**C. Required for Concentration in Teacher Certification** 17
CPSMA 3913 Discrete Mathematics
MATH 3093 Intro to Theorem Prov & Number Theory
MATH 3213 College Geometry
MATH 3813 Modern Algebra
MATH 4915 Methods of Teaching Sec Math

**D. Required Electives** 6
Six hours other mathematics electives (3000-4000 level)

**III. Related Work** **9**

**Required General Education** 9
CMPSC 1113 Computer Programming I **OR** other computer programming course in a high level language (logical, functional, or procedural, including Mathematica).
COMM 1113 Fundamentals of Human Comm
PSYCH 1113 General Psychology

**IV. Minor**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education.

**VI. Electives** **2-8**

**VII. Total Hours Required** **124**

**VIII. Special Requirements**

MATH 1413 will not be counted in the major.

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.

# MATHEMATICS
## Data Science Applications Concentration
## Bachelor of Science

**Major Code -- 0295**

**I.General Education (44 HOURS)**

*6 hours (CMPSC 1113 and MATH 1513) counted in the Major*

**Other hours needed** **38**

**II. Major in Mathematics** **46-52**

**A. Required General Education** 0-3
MATH 1513 College Algebra

**B. Required Mathematics Core** 22-25
MATH 1223 Introduction to Probability & Statistics
MATH 1713 Trigonometry
MATH 2825 Calculus and Analytic Geometry I
MATH 3025 Calculus and Analytic Geometry II
MATH 3033 Calculus and Analytic Geometry III
MATH 3713 Linear Algebra
MATH 4923 Perspectives in Mathematics

**C. Required for Concentration in Data Science** 18
CPSMA 2103 Data Structures
CPSMA 3813 Data Mining
CPSMA 4313 Data Processing and Visualization
CPSMA 4513 Data Applications in Business
MATH 3513 Mathematical Statistics
MATH 3583 Applied Statistics

**D. Required Electives** 6
Two of the following
CPSMA 3913 Discrete Mathematics
CPSMA 3933 Operations Research
CPSMA 4413 Numerical Analysis

**III. Related Work** **12**

**A. Required General Education** 3
CMPSC 1113 Computer Programming I

**B. Required Related Work** 9
CMPSC 1133 Computer Programming II
CMPSC 3313 Advanced Computer Languages
CMPSC 4213 Data Base Design

**IV. Minor (Not Required)**

**V. Electives** **22-28**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

MATH 1413, “teachers” or “methods” courses will not be counted in the major.

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1113 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# NURSING

## Bachelor of Science — Major Code -- 0340

**I. General Education (44 HOURS)**

*26 hours (4 hours Biology, CHEM 1114 or 1324, CMPSC 1513, ENG 1113, ENG 1213, HHFS 1513, MATH 1413 or 1513 or 1613, and PSYCH 1113) counted in the Major*

**Other hours needed** **18**

**II. Major in Nursing** **60**

**A. Required in the Nursing Core** 36
NRSG 1142 Introduction to Professional Nursing
NRSG 2104 Foundations in Nursing
NRSG 3118 Med Surg I
NRSG 3193 Pharmacology I
NRSG 3218 Med Surg II
NRSG 3393 Pharmacology II
NRSG 4164 Nursing-Childbearing Family
NRSG 4214 Psychiatric-Mental Health Nursing

**B. Required in Nursing Major** 24
NRSG 2224 Physical Assessment
NRSG 3883 Nursing Research
NRSG 4283 Community Health Nursing
NRSG 4375 Med Surg III
NRSG 4382 Leadership in Nursing
NRSG 4513 Prioritization & Critical Thinking
NRSG 4954 Transition to Professional Practice

**III. Related Work** **44**

**A. Required General Education** 26
CHEM 1114 General Chemistry
CMPSC 1513 Computer Literacy
ENG 1113 English Composition I
ENG 1213 English Composition II
HHFS 1513 Basic Nutrition
MATH 1513 College Algebra **OR**
MATH 1613 Functions and Modeling
PSYCH 1113 General Psychology
BIOL 1114 General Biology **OR**
Four (4) hours Biology

**B. Required Related Work** 18
A minimum of sixteen (16) hours of biology with lab, to include the four (4) hours Biology listed above in General Education, eight (8) hours of anatomy and physiology and four (4) hours microbiology as approved by the School of Nursing.

BIOL 2184 Human Anatomy
BIOL 2344 General Microbiology
BIOL 3634 Human Physiology

Three (3) hours Developmental Psych (include infant and child) **OR**
PSYCH 3463 Child & Adolescent Psych

Three (3) hours introductory statistics **OR**
One of the following:
MATH 1223 Intro to Probability Statistics
BSEC 2603 Business & Economic Statistics
EHS 3703 Biostatistics
PSYCH 3833 Behavioral Science Statistics
SOC 3833 Statistics for Social Sciences

**IV. Minor (Not Required)**
NRSG 4673 Healthcare Communications

**V. Recommended Other Electives**
NRSG 4683 Current Topics in Nursing
NRSG 4981-5 Seminar in Nursing
(Subject named in title listing)
NRSG 4991-4 Individual Studies in Nursing
(Subject named in title listing)

**VI. Electives** **0**

**VII. Total Hours Required** **122**

**VIII. Special Requirements**

Students should obtain a detailed guide to the program from their advisors. A grade of "C" or better in each nursing course in Section II. Major in Nursing and courses under Section III. Related Work is required for graduation. Students who earn a "D" or an "F" in a nursing course must repeat that course with a grade of "C" or better before continuing in the nursing program. After admission to the clinical component, tudents who do not maintain continuous enrollment in ECU nursing courses must speak with their nursing advisor regarding progression/readmission to the program. Safe and ethical practice required for retention, progression, and graduation.

Malpractice insurance is required for all students enrolled in a nursing course which has a clinical or laboratory component. Malpractice insurance may be obtained through the University at specified times.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1513 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# NURSING
## RN to BSN Concentration
## Bachelor of Science

**Major Code -- 0341**

**I. General Education (44 HOURS)**

*26 hours (4 hours Biology, CHEM 1114 or CHEM 1324, CMPSC 1513, ENG 1113, ENG 1213, HHFS 1513, MATH 1413 or 1513 or 1613, and PSYCH 1113) counted in the Major*

**Other hours needed** **18**

**II. Major in Nursing** **67**

**A. Required General Education** 35
NRSG 1142 Introduction to Professional Nursing*
NRSG 2104 Foundations in Nursing*
NRSG 3118 Med Surg I+
NRSG 3193 Pharmacology I+
NRSG 3218 Med Surg II+
NRSG 3393 Pharmacology II+
NRSG 4164 Nursing-Childbearing Family+
NRSG 4214 Psychiatric-Mental Health Nursing+

**B. Required in the Nursing Major** 31
NRSG 3223 Health Assessment
NRSG 3333 Contemporary Professional Nursing
NRSG 3893 Nursing Research & Evidenced Based Practice
NRSG 4633 Advanced Nursing Concepts: Aging
NRSG 4644 Community & Public Health Nursing
NRSG 4654 Advanced Nursing Concepts: Critical Care
NRSG 4665 Leadership & Management in Nursing
NRSG 4673 Healthcare Communications
NRSG 4683 Current Topics in Nursing

**III. Related Work** **44**

**A. Required General Education** 26
CHEM 1114 General Chemistry I **OR**
CHEM 1324 Chemical Principles
CMPSC 1513 Computer Literacy
ENG 1113 Freshman Composition I
ENG 1213 Freshman Composition II **OR**
HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research (Honors Students Only)
HHFS 1513 Basic Nutrition
MATH 1413 Survey of Mathematics **OR**
MATH 1513 College Algebra **OR**
MATH 1613 Functions and Modeling
PSYCH 1113 General Psychology
Four (4) hours Biology

**B. Required Related Work** 18
A minimum of sixteen (16) hours of biology with lab, to include the four ( 4) hours Biology listed above in General Education, eight (8) hours of anatomy and physiology and four (4) hours microbiology as approved by the School of Nursing.
BIOL 2184 Human Anatomy
BIOL 2344 General Microbiology
BIOL 3634 Human Physiology
Three (3) hours Developmental Psych (include infant & child) **OR**
One of the following:
PSYCH 3463 Child & Adolescent Psych
HHFS 2463 Hum Dev I: Lifespan Human Development

Three (3) hours introductory statistics **OR**
One of the following:
MATH 1223 Intro to Probability Statistics
BSEC 2603 Business & Economic Statistics
EHS 3703 Biostatistics
SOC 3833 Statistics for Social Sciences
PSYCH 3833 Behavioral Science Statistics

**IV. Minor (Not Required)**

**V. Electives**

**VI. Total Hours Required** **129**

**VII. Special Requirements**

See catalog or program advisor for detailed guide and Requirements.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1513 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

* By Transfer Credit
\+ Credit by Advanced Standing

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There is no minor in nursing.

# PHYSICS

## Bachelor of Science — Major Code -- 0350

**I. General Education (44 HOURS)**

*10 hours (CHEM 1114, CMPSC 1113, and MATH 1513) counted in the Major*

**Other hours needed** **34**

**II. Major in Physics** **35**

**A. Required in the Physics Core** 15
- PHYS 2115 Engineering Physics I
- PHYS 2225 Engineering Physics II
- PHYS 3013 Modern Physics
- PHYS 3412 Junior Physics Laboratory

**B. Required in the Physics Major** 18
- PHYS 3113 Mechanics I
- PHYS 3713 Thermodynamics
- PHYS 3813 Optics
- PHYS 4113 Electricity & Magnetism-Field Theory
- PHYS 4313 Introduction to Nuclear Physics
- PHYS 4513 Quantum Mechanics

**C. Required Electives** 2

Two hours Physics electives (3000-4000)

**III. Related Work** **27-33**

**A. Required General Education** 7-10
- CHEM 1114 General Chemistry I
- CMPSC 1113 Computer Programming I
- MATH 1513 College Algebra

**B. Required Related Work** 20-23
- CHEM 1214 General Chemistry II
- MATH 1713 Trigonometry
- MATH 2825 Calculus & Analytic Geometry I
- MATH 3025 Calculus & Analytic Geometry II
- MATH 3033 Calculus & Analytic Geometry III
- MATH 4113 Differential Equations

**IV. Minor (Not Required)**

**V. Electives** **22-28**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses may not be counted in major.

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through completion of CMPSC 1113 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# PHYSICS
## Medical Physics Concentration
## Bachelor of Science

**Major Code -- 0353**

**I. General Education (44 HOURS)**

*17 hours (BIOL 1114, CHEM 1114, CMPSC 1113, COMM 2253, and MATH 1513) counted in the Major*

**Other hours needed** **27**

**II. Major in Physics** **30**

**A. Required in the Physics Core** 15
PHYS 2115 Engineering Physics I
PHYS 2225 Engineering Physics II
PHYS 3013 Modern Physics
PHYS 3412 Junior Physics Laboratory

**B. Required for Concentration in Medical Physics** 15
PHYS 3222 Medical Physics
PHYS 3713 Thermodynamics
PHYS 4222 X-ray & Nuclear Physics Lab
PHYS 4313 Introduction to Nuclear Physics
Five hours Physics electives (3000-4000 level)

**III. Related Work** **55-61**

**A. Required General Education** 14-17
BIOL 1114 General Biology
CHEM 1114 General Chemistry I
CMPSC 1113 Computer Programming I
COMM 2253 Communication in the Workplace
MATH 1513 College Algebra

**B. Required Related Work** 41-44
BIOL 2184 Human Anatomy
BIOL 3634 Human Physiology
CHEM 1214 General Chemistry II
CHEM 3114 Organic Chemistry I
ENG 3183 Technical & Professional Writing
MATH 1713 Trigonometry
MATH 2825 Calculus & Analytic Geometry I
MATH 3025 Calculus & Analytic Geometry II
MATH 3033 Calculus & Analytic Geometry III
MATH 4113 Differential Equations

Select one of the following:
BIOL 2113 Medical Terminology
EHS 2413 Radiologic Health

Select one of the following:
MATH 3513 Mathematical Statistics
MATH 3583 Applied Statistics
SOC 3833 Statistics for Social Sciences

**IV. Minor (Not Required)**

**V. Electives** **6-12**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses may not be counted in major.

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation Requirement will be met through completion of CMPSC 1113 (including equated or substituted courses), or testing out of the challenge exam for this course, OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Physics - 350A**

PHYS 2115 Engineering Physics I
PHYS 2225 Engineering Physics II
PHYS 3013 Modern Physics

Select one or both of the following:
PHYS 3411 Junior Physics Laboratory
PHYS 3511 Junior Physics Laboratory

Select two of the following:
PHYS 3113 Mechanics I
PHYS 3213 Basic Electronics
PHYS 3713 Thermodynamics
PHYS 3813 Optics
PHYS 4113 Electricity & Magnetism-Fld Theory
PHYS 4313 Intro to Nuclear Physics

**Minimum hours required** **20**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# PHYSICS
## Teacher Certification Concentration
## Bachelor of Science

**Major Code -- 0351**

**I. General Education (44 HOURS)**

*17 hours (BIOL 1214 or 1314, CHEM 1114, COMM 1113, MATH 1513 and PSYCH 1113) counted in the Major*

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*

**Other hours needed** **27**

**II. Major in Physics** **30**

**A. Required in the Physics Core** 15
PHYS 2115 Engineering Physics I
PHYS 2225 Engineering Physics II
PHYS 3013 Modern Physics
PHYS 3412 Junior Physics Laboratory

**B. Required for Concentration in Teacher Certification** 13
B/C/P 4113 Meth Tchg Biol & PhySc
PHYS 1314 Astronomy
PHYS 3113 Mechanics I
PHYS 4113 Electricity and Magnetism - Field Theory

**C. Required Electives** 2
Two hours physics electives (Not PHYS 3222 or PHYS 4222)

**III. Related Work** **39-45**

**A. Required General Education** 14-17
BIOL 1114 General Biology
CHEM 1114 General Chemistry I
COMM 1113 Fundamentals of Human Comm
MATH 1513 College Algebra
PSYCH 1113 General Psychology

**B. Required Related Work** 18-21
CHEM 1214 General Chemistry II
GEOG 1214 Earth Science
MATH 1713 Trigonometry
MATH 2825 Calculus & Analytic Geometry I
MATH 3025 Calculus & Analytic Geometry II

**C. Required Related Work Electives** 7
Seven hours chemistry electives

**IV. Minor**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education.

**VI. Total Hours Required** **126-132**

**VII. Special Requirements**

With departmental approval, students may omit MATH 1513 and MATH 1713 and begin with MATH 2825.

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.



## Section VIII

# COLLEGE OF LIBERAL ARTS AND SOCIAL SCIENCES

### Katherine H. Lang, Dean

## DEPARTMENT OF ENGLISH AND LANGUAGES

| Majors Offered | Minors Offered | Courses Prefix | Subject |
|---|---|---|---|
| English - BA | English | ENG | English |
| English (Teacher Certification) - BA | English as a Second Language (ESL) | FREN | French |
| | Humanities | GER | German |
| | Spanish | HUM | Humanities |
| | | LATIN | Latin |
| | | RUSS | Russian |
| | | SPAN | Spanish |

## DEPARTMENT OF HISTORY

| Majors Offered | Minor Offered | Courses Prefix | Subject |
|---|---|---|---|
| History - BA | History | HIST | History |
| History (Teacher Certification) - BA | Oklahoma Studies | SOSTU | Social Studies |

## DEPARTMENT OF POLITICS, LAW, AND SOCIETY

| Majors Offered | Minors Offered | Courses Prefix | Subject |
|---|---|---|---|
| Political Science - BA | Political Science | PS | Political Science |
| Legal Studies - BS | Legal Studies | PSCOM | Political Science - Communication |
| | Sociology | LS | Legal Studies |
| | | LSPS | Legal Studies - Political Science |
| | | ANTH | Anthropology |
| | | CJSOC | Criminal Justice-Sociology |
| | | GESOC | Geography-Sociology |
| | | PYSOC | Psychology-Sociology |
| | | SOC | Sociology |
| | | SOSTU | Social Studies |

# DEPARTMENT OF PROFESSIONAL PROGRAMS IN HUMAN SERVICES

**Majors Offered**
Criminal Justice - BA
Criminal Justice Policy - BA
Human Services Counseling
(Human Services Counseling) - BA
Human Services Counseling
(Aging Services) - BA
Human Services Counseling
(Prevention Science) - BA
Human Services Counseling
(Rehabilitation) - BA
Social Work - (BSW)

**Minors Offered**
Addictions
(For Professional Programs in Human Services Department Major)
Addictions
(For Major not in Professional Programs in Human Services Dept)
Criminal Justice
(for Professional Programs in Human Services Department Major)
Human Services Counseling
(for Professional Programs in Human Services Department Major)
Professional Programs in Human Services Counseling
(for Major not in Professional Programs in Human Services Dept)
Aging Services
(for Professional Programs in Human Services Department Major)
Aging Services
(for Major not in Professional Programs in Human Services Dept)
Deaf Studies
Social Work
(for Major in Professional Programs in Human Services Dept)
Social Work
(for Major not in Professional Programs in Human Services Dept)

| Courses Prefix | Subject |
|---|---|
| ASLHR | Amer Sign Lang-Human Resources |
| CJSOC | Criminal Justice-Sociology |
| CRJS | Criminal Justice |
| HURES | Human Resources |
| HRPSY | Human Resources-Psychology |
| H/P/E | Human Resources-Psychology-Education |
| SOWK | Social Work |

# NATIVE AMERICAN STUDIES PROGRAM

**Majors Offered**
Native American Studies - BA
Native American Studies
(Cultural Resources Management) - BA

**Minor Offered**
Native American Studies

| Courses Prefix | Subject |
|---|---|
| CHI | Chickasaw |
| CHO | Choctaw |
| NAS | Native American Studies |

# INTERDISCIPLINARY STUDIES PROGRAM

**Majors Offered**
Interdisciplinary Studies - BA

**Minor Offered**

**Courses Prefix**
IDS

# SCHOOL OF FINE ARTS

## Alexandra Aguirre-Berman, Director

## DEPARTMENT OF ART + DESIGN: MEDIA + COMMUNICATION

**Majors Offered**
Art (Graphic Design) - BFA
Art (Studio Art) - BFA
Art (Teacher Certification) - BFA
Mass Communication (Media Production) - BS
Mass Communication (Advertising/Public Relations) - BS
Mass Communication (Strategic Communication) - BS

**Certificates Offered**
Mass Communication (Accounts Management)
Mass Communication (Social Media Marketing)

**Minor Offered**
Art
Art Therapy Preparation (for Majors in Fine Arts)
Art Therapy Preparation (for Majors not in Fine Arts, Psychology or Human Services Counseling)
Art Therapy Preparation - Visual Art (for Majors in Psychology & Human Services Counseling)
Art Therapy Preparation - Theatre (for Majors in Psychology & Human Services Counseling)
Art Therapy Preparation - Music (for Majors in Psychology & Human Services Counseling)
Game Design
Media/Graphic Arts (Majors in Mass Communication)
Media/Graphic Arts (non Mass Communication majors)
Communication and Performance Studies - Communication

| Courses Prefix | Subject |
|---|---|
| ART | Art |
| COMM | Communication |
| MCOM | Mass Communication |
| PSCOM | Political Science-Communication |

## DEPARTMENT OF PERFORMING ARTS

**Majors Offered**
Music (Instrumental-Teacher Certification)-BS
Music (Instrumental) - BS
Music (Vocal-Teacher Certification) - BS
Music (Vocal) - BS
Musical Theatre - BA
Theatre - BA

**Minors Offered**
Music

| Courses Prefix | Subject |
|---|---|
| MUS | Music |
| COMM | Communication |
| THEA | Theatre |

## INTERNSHIP HOURS

Over the course of a semester, a student might complete 30 logged internship hours per 1 internship course credit hour completed.

# DEPARTMENT OF ART + DESIGN: MEDIA + COMMUNICATION

Assistant Professor and Chair Engel
Associate Professor Phillips
Assistant Professor Engel, Overstake, Rhea, Yoncha
Instructor Ingram

East Central University's Department of Art + Design : Media + Communication encourages collaboration across disciplines and offers major and minor programs in art, communication, and media.

In art, students develop a personal, aesthetically based, problem-solving approach to the visual arts and acquire skills in drawing, painting, design, sculpture, ceramics, and digital media. Lecture courses are designed to engage students in the contextuality of art as a historical dialogue.

Facilities include state of the art studios for drawing, painting, printmaking, ceramics, sculpture, digital imaging and foundations. The Department can access over 50,000 images via database for art history. It houses a state of the art digital imaging laboratory. Other equipment in the department includes: high fire, raku, and salt glazing kilns for ceramics; metal working equipment, a ceramic shell foundry, CNC machine, 3D printer, wood and stone carving equipment for sculpting; and equipment for etching, lithography, serigraphy, and relief printmaking, audio and video production.

## ART PROGRAM

The department offers a Bachelor of Fine Arts degree with concentrations in studio art, art education, and graphic design. The concentration in studio art prepares students for positions as an artist or for further study in fine arts graduate programs. The concentration in art education prepares students for positions teaching art in school pre-kindergarten through grade twelve. The graphic design concentration prepares students for positions in which graphic design skills are paramount, which include design, typography layout and graphic design for publication, and corporate image design.

## MASS COMMUNICATION PROGRAMS

The department also offers a Mass Communication major with concentrations in Media Production, Advertising/Public Relations, and Strategic Communication. Media Production prepares students to enter graduate programs, media industries, government and business. It also serves students who wish to pursue careers and other interests in audio and video production, and electronic and print journalism. Advertising/Public Relations prepares students who wish to pursue careers representing businesses and other organizations through the use of mass media.
Strategic Communication prepares students for careers in content creation, broadcasting/streaming, and public relations with listening and presentational skills, communications theory, and practical industry experiences.

Minors are offered in Art, Communication, Art Therapy, Media/ Graphic Arts and Mass Communication. Certification in Mass Communication (Accounts Management) is offered.

# DEPARTMENT OF ENGLISH AND LANGUAGES

Associate Professor and Chair King
Professors Benton, Grasso, Hada, Hughes, McMahon, Murphy, Sukholutskaya, Walling
Associate Professor Dorsey
Assistant Professor Pederson
Instructor Worthley

The Department of English and Languages offers a major in English. It offers minors in English, Spanish, Humanities, and English as a Second Language, as well as course work in additional languages. Students in the department's major and minor programs enhance their reading and writing skills important in a variety of careers, absorb the cultural understanding necessary for success in a diverse society, and develop the critical thinking skills which will lead to professional and advanced academic success.

The major in English is appropriate for many professional and cultural objectives. By properly selecting courses, students may prepare for a variety of options:

graduate work in literature, writing, or linguistics;
certification for secondary teaching;
professional work in creative, expository, and technical writing; or
professional study in such areas as law or technical communication.

Because of the comprehensive variety of courses offered, students have opportunity within the major to explore areas of special interest: for example, American, British and world literatures, the English language, or technical and creative writing.

## ENGLISH PROGRAM

The Department of English and Languages offers undergraduate majors in English and English Teacher Certification. English majors develop broad cultural awareness and advanced reading and writing skills through study of poetry, drama, fiction, film, and critical theory.

Additional study of creative and persuasive writing, and grammar and linguistics prepares students for graduate study in literature, rhetoric and composition, creative or technical writing, linguistics, or for study of law. English Teacher Certification majors take additional courses in methods of teaching English to attain state certification qualifying them to teach English at the middle and high school levels. The department also offers minors in English, English as a Second Language, and Humanities.

## LANGUAGES

The department offers a minor in Spanish. Courses in the Spanish minor may include work in literature, grammar, composition, conversation, and culture. In addition, the department offers basic courses in French, and Russian. All foreign language studies provide awareness of the culture of the language and insight into the unique world view of different languages.

## HUMANITIES

The department offers a minor in the humanities, those branches of learning which deal with what is fundamentally human—self-consciousness, language, reason, creativity, human values and aspirations. The department and the college offer a wide range of humanities courses to serve the minor and satisfy university general education requirements. Examples include courses in literature, film, language, history, philosophy, religion, art, music, and theater.

# DEPARTMENT OF HISTORY

Professor and Chair Bean
Professors Barton, Clampitt, Mount
Associate Professor Sutton

Success in any career today demands flexibility based in three skill areas: the ability to think critically, the ability to analyze information from a variety of sources and apply that analysis to solving problems, and the ability to communicate that analysis to others. These skills are particularly critical for careers in law, government, business, teaching, medicine, as well as for success in graduate or professional school.

Founded solidly in the tradition of liberal arts, the Department of History at East Central University emphasizes developing these skills. Each History and Native American Studies major may, with the help of faculty, tailor a program to best match individual career and intellectual interests. The department offers degrees in History, and History (Teacher Certification). In addition, the department offers courses in Native American Studies.

### HISTORY PROGRAM

History offers students the richness of past experience to comprehend more lucidly humanity's progress and setbacks, great accomplishments and tragic failures. Historical study teaches judgment, examines values, and explores issues and events; it uncovers the sources of creativity and stagnation during the entire course of civilization's evolution. The significance of the past and its meaning for the possibilities of the present and future become a powerful tool of analysis and interpretation. The History program offers a wide-range of courses in United States history, European history, and World history. A student may major or minor in history, selecting an area of concentration for either a BA or a BA with teacher certification.

History as a major combined with other disciplines, provides excellent preparation for a productive and meaningful personal and professional life. Majors utilize their skills to teach history and related courses in elementary and secondary school. Graduates may also pursue advanced degrees in history in order to teach and conduct research at the college level. History majors also continue their education in other graduate and professional programs such as journalism, law, management, and public administration. Graduates also seek careers in business, public service, and informational and research positions.

# INTERDISCIPLINARY STUDIES PROGRAM

Professor and Director Mixon

**Eligibility Requirements**

The student must be 21 or older and have earned at least 60 semester hours.

**Admission Requirements**

The student must be admitted to East Central University. The student must meet in person or by phone with the Program Director or their assigned Online Advisor to complete an Individual Learning Plan (ILP) for Interdisciplinary Studies.

**Degree Requirement**

124 Semester Hours - Minimum 2.0 GPA

**Prior Learning**

Transfer credits from other colleges/universities
Credit by examination – CLEP, or ECU Challenge test
Military and other non-college courses evaluated by the American Council on Education

# NATIVE AMERICAN STUDIES PROGRAM

Assistant Professor and Director Ketchum

ECU offers both a BA and a minor in Native American Studies. Native American Studies is an interdisciplinary program that reflects an awareness of the issues which contemporary native communities and peoples confront. By approaching the multiplicity of Indian cultures from a variety of academic perspectives, a deeper understanding of native societies past and present emerges. It makes use of the strengths of university faculty members in history, archaeology, political science, business, nursing, legal studies, art, English, professional programs in human services, and other disciplines.

We also offer a BA in Native American Studies - Cultural Resource Management (CRM). CRM students learn to manage cultural resources that include heritage and the arts. Archaeology and the study of material culture is central to their work. In addition to understanding Native American history and culture, students pursuing this major will learn about tribal, federal, state, and local regulations and guidelines that impact how we manage cultural resources.

# DEPARTMENT OF PERFORMING ARTS

Assistant Professor and Chair Vickers
Professor Baggech
Adolf Linscheid Distinguished Teaching Professor Walker
Associate Professor Berman
Assistant Professors Conklin, Meyers
Instructors Pletcher, Reifsnider

The Department of Performing Arts provides a general music and theatre education foundation for all students along with individual professional preparation for selected major fields within music and theatre. The department also enriches the cultural life of the campus and community. Students are encouraged to participate in band, choral and instrumental ensembles and theatre productions regardless of their major.

### MUSIC PROGRAM

The Department of Music offers the following degree programs: the Bachelor of Science degree with music majors in the Instrumental Concentration, the Instrumental Teacher Certification Concentration, the Vocal Concentration, and the Vocal Teacher Certification Concentration. Each area has options designed as preparation for careers in concert, theater, media performance, or as teacher-preparation leading to kindergarten through high school certification. Students who wish to prepare for a career in music business may complete the minor in Business Administration for Music Majors. Other minors and special endorsements in music are also available.

The curriculum has been designed to assist all participating students in reaching their maximum potential. Toward this end, the primary objectives of the undergraduate programs are (1) to further the performance ability in at least one musical medium, (2) to provide future teachers with the knowledge and skills necessary for them to be successful as professional music educators, (3) to allow some "semi-specialization" through courses directed toward instrumental and/or vocal education, and (4) to provide students with a wide range of educational/musical experiences which will encourage continued professional growth.

### THEATRE PROGRAM

The Department of Performing Arts also offers a BA with concentrations in theatre and musical theatre.

### Applied Music—Individual and Class Instruction Voice, Piano, Harpsichord, Organ, Wind, String and Percussion Instruments

Private and class lessons: one semester hour credit for one half-hour private lesson, or two or more half-hour class lessons, with five hours of practice expected per week, for a semester or equivalent time in a shorter term. Extra fees are charged for instruction and for practice rooms (see fee schedule).

The course numbers are progressive by semester in each of the Applied Music areas, and include one or two credit hours.

Private instruction course numbers for music majors and minors are as follows: 2201 - minor instrument (lower level), 2222 - major instrument (lower level), 3301 minor instrument (upper level), 3332 - major instrument (upper level). Numbers above 4082 indicate study completed beyond eight terms.

The course description for all private instruction is "The study of solo vocal and instrumental literature of different historical periods and styles, and of diction in English, French, German, and Italian."

## DEPARTMENT OF POLITICS, LAW, AND SOCIETY

Professor and Chair Pappas
Professor Petrowsky
Professor and Director of the Legal Studies Program Owens
Associate Professor Peaden
Assistant Professors Ananga, Becerra, Jones, Webster

The Political Science and Legal Studies programs offer degrees with very different objectives: the BA in political science and the BS in legal studies. Political science majors are given more of an emphasis on critical thinking and written and oral communication skills. Classes are typically discussion-based and service learning and simulations are often employed. The legal studies program is much more applied, teaching skills that will be applicable in the law office, such as legal business applications and knowledge of specialty law subjects. Most classes are based on lectures and focused projects. Both programs study the connection between law and politics and both programs are popular avenues to law school. Paralegals may not provide legal services directly to the public, except as permitted by law.

The Department of Politics, Law and Society also offers a wide variety of courses and a minor in sociology. *Sociology* is the scientific study of the social causes and consequences of human behavior. The subject matter of sociology has a broad range. It includes the study of the intimate family, as well as the hostile mob. Crime and its causes are studied, as well as religion and its influences. Divisions of race and social class are included, as well as the sharing of beliefs in a common culture. In addition, the department offers courses in cultural anthropology, archaeology, and Native American Studies.

## DEPARTMENT OF PROFESSIONAL PROGRAMS IN HUMAN SERVICES

Associate Professor, Assistant Dean Inglis
Assistant Professors Fredman, Parr, Schafer-Morgan, Turner, Ward
Instructors Bailey, Burke, Isaacs, Witherington

The Department of Professional Programs in Human Services offers educational programs that share the common goal of preparing graduates to work with people in a variety of practice settings. The human services field is one of the most rapidly expanding career fields in America today. The Professional Programs in Human Services Department focuses on those careers which require professional preparation for service to individuals, families, groups, and communities. Degree programs include Human Services, Counseling, Criminal Justice, Social Work or Prevention Science. In addition to a general degree program, the Counseling major may select a concentration in rehabilitation, aging services, or services to the deaf. Within the Counseling concentration, students may select a set of courses that prepare them for additions counseling. The Criminal Justice student may choose criminal justice or law enforcement. The Social Work program, through its Child Welfare Professional Enhancement Program, offers students opportunities for guaranteed employment in child welfare. The student may create a degree plan which will prepare them for entry-level employment in a variety of settings.

The objectives for the Department of Professional Programs in Human Services are:

1. To prepare students educationally for positions in counseling, criminal justice, or social work.
2. To help supply both the regional and local employee pool for human service agencies and organizations.
3. To provide students with a sound undergraduate base for graduate study.

### CRIMINAL JUSTICE PROGRAM

The primary objective of the Criminal Justice degree is to prepare students for beginning professional jobs in the criminal justice system. The curriculum provides a core program of basic courses applicable to all criminal justice fields and specialties. Students gain practical experience through completion of an internship or for those seeking CLEET certification, the Collegiate Officer Program.

### HUMAN SERVICES COUNSELING PROGRAM

The primary objective of the Human Services Counseling degree is to prepare students for beginning human services positions in a variety of government, civic, and private and not-for-profit community based agencies and organizations. These agencies focus on the needs of people experiencing a variety of issues, physical or mental problems, drug or alcohol abuse, aging related concerns, and job-seeking problems. Client groups to be served range from youth and minorities to those in crisis situations. To prepare students for a variety of employment opportunities, the Human Services Counseling curriculum provides the knowledge and skills needed for prevention and problem solving with both individuals and groups.

#### Concentration in Rehabilitation

The Rehabilitation concentration is designed to prepare students for positions in a variety of federal, state, and community rehabilitation

agencies, facilities, and organizations that provide services to individuals with disabilities and addictions. Students completing the program have skills in interviewing, case management, planning, intervention, job/career development, and knowledge of the major disability groups, addictions, and disability culture.

Students may opt for the concentration in rehabilitation or may seek additional expertise in the field of addictions with the minor in Addictions. The rehabilitation program is a Registered Program on the Council on Rehabilitation Education's Undergraduate Program in Disability and Rehabilitation Studies. The program also has various scholarships specific to the rehabilitation program for students. These include assistance through Rehabilitation Services Administration, the Virgil Taylor Scholarship and the Lowell E. Green Scholarship.

### Concentration in Aging Services

The Aging Specialization is designed to prepare students for positions in community organizations serving older adults. Courses cover the social and psychological aspects of aging, program planning and evaluation, and intervention techniques; and they provide the other technical skills needed to work with older individuals. Students are acquainted with nutrition programs; senior centers; area agencies on aging; and other federal, state, and private gerontological resources.

### Concentration in Prevention Science

The primary objective of the Human Services Counseling Prevention Science concentration is to prepare students to address the prevention of social and public health concerns and related programming and research. Specifically, the concentration focuses on mental health and substance prevention, as well as standards for implementing and evaluating prevention strategies and efforts.

## SOCIAL WORK PROGRAM

The primary objective of the Social Work education program is to prepare competent and effective generalist social work professionals for entry into direct professional practice positions with individuals, families, groups, communities, and organizations. Students graduating with a degree in social work (BSW) are prepared for employment in many public and private agencies: health care, including hospitals, home health, and hospice; child welfare; mental health; and income maintenance programs. The Child Welfare Professional Enhancement Program provides incentives for social work students pursuing a career in Child Welfare. This program also provides students with an educational foundation for graduate education in social work.

The Social Work Program is nationally accredited by the Council on Social Work Education (CSWE). The curriculum prepares its graduates for generalist practice through mastery of nine core competencies as identified in the *Educational Policy and Accreditation Standards (2008)* by the CSWE. These core competencies are: demonstrate ethical and professional behavior, engage diversity and difference in practice, advance human rights and social, economic and environmental justice, engage in practice-informed research and research-informed practice, engage in policy practice, engage with individuals, families, groups, organizations, and communities, intervene with individuals, families, groups, organizations, and communities, and evaluate practice with individuals, families, groups, organizations, and communities.

### Minors and Electives

In addition to the degree programs, minors are offered in Addictions, Aging Services, Criminal Justice, Human Services Counseling, Interpreting, Juvenile Justice, Services to the Deaf, and Social Work. Through the informed selection of a minor and elective courses, students may gain more in-depth knowledge in selected areas of interest. Students are encouraged to consult with their faculty advisor in the choice of a minor and elective courses.

### Requirements for Admission to Professional Program in Human Services

Students selecting a major in Professional Programs in Human Services (Human Services, Counseling, Social Work, Criminal Justice) must file an application with their faculty advisors. The application is submitted after the student has successfully completed the appropriate introductory course. (SOWK 2273 - Introduction to Social Work and Social Welfare or HURES 2183 - Fundamentals of Counseling; or HURES 2293 - Introduction to Aging; or HURES 2153 - Introduction to Deafness; HURES 2213 - Introduction to Rehabilitation; or CRJS 2233 - Introduction to Criminal Justice).

The criteria for admission are:

1. Completion of a minimum of 30 semester hours with a minimum overall grade point average of 2.25 on all course work attempted.
2. Attainment of a "C" or better in Freshman Composition I and II or fulfillment of this requirement by one of the following:
   a. Earning a score of 3, 4, or 5 on the Advanced Placement Program of the College Board. A score of 4 or 5 fulfills the ECU requirement for both Freshman Composition I and II;
   b. Scoring a 50 or higher on the College Level Examination Program (CLEP) with essay option will fulfill the ECU requirement for Freshman Composition I; there is no CLEP to test out of Freshman Composition II.
3. Attainment of a "C" or better in the introductory course for the major.
4. Receive a favorable recommendation by the faculty advisor and/or program faculty members. After full consideration, the applicant is (a) unconditionally admitted, (b) conditionally admitted, (c) not admitted, or (d) deferred, pending additional information.
5. Conditional admission may be granted to a student below minimum requirements for admission if, based on findings by the advisor and/or program faculty, the student may reasonably be expected to meet admission standards within a specified length of time, no later than one semester prior to internship.

A student denied admission has the right to appeal the decision. The procedure for appeal is found in the *ECU Student Handbook* or may be obtained from the Department Chair.

*Note: Social work majors not formally admitted to the Program are not permitted to be enrolled in social work courses beyond the introductory and field work courses.

### Retention Requirements in Majors

### Social Work Major

a. Retention in the Social Work Program is dependent upon the student maintaining his or her fully admitted status in the program, which includes grade point average, personal, professional and academic conduct.
b. Students admitted to the Social Work Major on a "conditional" basis must meet full admission requirements in compliance with the plan developed between the student and their major advisor. Non-compliance with the remediation plan developed between the student and their major advisor, or inability to remediate the deficiency within one semester, will result in denial of admission.
c. An ongoing process of evaluation of admission status is carried out by social work faculty. Admission status is re-

evaluated at the end of each academic year.

d. A minimum grade of "C" is required in HURES 2083 and in all other major courses which carry a SOWK prefix.
e. A student whose admitted status is withdrawn may appeal that decision using the university and Social Work Program appeals process as described in the *Social Work Program Handbook*.

### Human Services Counseling and Criminal Justice Majors

a. Same requirements as university retention policy.

### Requirements for Admission to Internship

All majors in a Professional Programs in Human Services Department degree program are expected to submit an *Application for Internship* that includes a degree check and an unofficial transcript. Due dates will be announced and posted.

The criteria for admission are:

a. The student applying for internship must have a retention grade point average of no less than 2.50.
b. Completion of all required major courses except internship. Social Work majors will take a 2 hour required integrative seminar, but this course is taken concurrently with the internship.
c. Recommendation for internship by the faculty advisor and/or the program faculty.

A student who has been denied admission to the internship has the right to appeal the decision. The procedure for appeal is outlined in the *Internship Application* for each major.

### Internship Options

*Option I*

*Full Semester* - Full-Time Internships (12 hours credit)

This option requires full-time student enrollment for one semester. The student will be located at the internship site on a full-time basis. Internships are not available for Social Work Majors during the Summer Semester.

*Option II*

*Extended Internship* - Departmental Approval Required (6 hours credit per semester)

This option allows a student to equally divide the internship activities between two semesters. *This is not an option for Social Work majors.* Human Services Counseling students must petition and complete necessary forms for this option.

*Option III*

*Work Experience Exemption* - Departmental Approval Required

Students having suitable work experience may petition the Department Chair for exemption from internship. Students not participating in an internship will enroll in an equivalent number of credit hours of approved course work in lieu thereof. This is not an option for Social Work majors.

Criminal Justice majors, when appropriate to the degree program, may be eligible to receive up to twelve (12) semester hours credit for having completed a law enforcement academy. Credit may be applied only to the 12-hour internship (see Department Chair for additional information).

*Option IV*

The Collegiate Officer Program (COP) offers the Criminal Justice major with a concentration in Law Enforcement the opportunity to become a certified peace or police officer in the State of Oklahoma. Students from other majors may choose to participate in the COP if they meet all eligibility requirements. The Collegiate Officer Program requires completion of selected criminal justice courses, a first aid course, and an eight (8) week skills portion administered by the Department of Professional Programs in Human Services. Additionally, all COP students must complete a thorough criminal background check and MMPI.

# ART
## Graphic Design Concentration
## Bachelor of Fine Arts

**Major Code -- 0022**

**I. General Education (44 HOURS)**

*3 hours (ART 2273) counted in the Major*
Includes recommended math course -- MATH 1413

Other hours needed **41**

**II. Major in Art - Graphic Design** **75**

**A. Required General Education** 3
ART 2273 Survey of Multicultural Art

**B. Foundations Core** 30
ART 1123 Computers for Creatives
ART 1133 Drawing I
ART 1143 Theory and Social Practice
ART 1213 Two Dimensional Design
ART 1313 Three Dimensional Design
ART 2243 Art History Survey I
ART 2253 Art History Survey II
ART 3713 Printmaking I
ART 3923 Digital and Electronic Art I
ART 4213 History of Art Contemporary
SFA 1000 Cultural Attendance

**C. Design Core** 18
ART 2153 Typography I
ART 2943 Principles of Graphic Design
ART 3133 Drawing II
ART 3153 Typography II
ART 3943 Graphic Design I
MCOM 1713 Introduction to Photography

**D. Advanced Design Core** 12
ART 3303 Motion Graphics
ART 3713 Printmaking I **OR**
ART 3403 Figure Drawing I
ART 3953 Graphic Design II
ART 4923 Digital and Electronic Art II

**E. Graphic Design Major Electives** 9
Select 3 courses from the following:

ART 3143 Drawing III
ART 3413 Figure Drawing II
ART 3903 Figure Drawing III
ART 4713 Printmaking II
ART 4943 Graphic Design Internship
MCOM 1813 Intro to Video
MCOM 3043 AR/VR Production
MCOM 3063 Emerging Media
MCOM 3333 Intermediate Photography
MCOM 3343 Imaging for Media

**E. Capstone** 3
ART 4741 Professional Practice I
ART 4841 Professional Practice II
ART 4971 Senior Exhibit

**III. Minor (Not Required)**

**IV. Electives** **8**

**V. Total Hours Required** **124**

**VI. Special Requirements**
"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# ART
## Studio Art Concentration
## Bachelor of Fine Arts

**Major Code -- 0020**

**I. General Education (44 HOURS)**

*3 hours (ART 2273) counted in the Major*
Includes recommended math course -- MATH 1413

**Other hours needed** **41**

**II. Major in Art - Studio Art** **72**

**A. Required General Education** 3
ART 2273 Survey of Multicultural Art

**B. Foundation Core** 30
ART 1123 Computers for Creatives
ART 1133 Drawing I
ART 1143 Theory and Social Practice
ART 1213 Two Dimensional Design
ART 1313 Three Dimensional Design
ART 2243 Art History Survey I
ART 2253 Art History Survey II
ART 3713 Printmaking I
ART 3923 Digital and Electronic Art I
ART 4213 History of Art Contemporary
SFA 1000 Cultural Attendance

**C. Studio Core** 15
ART 3133 Drawing II **OR**
ART 3403 Figure Drawing I
MCOM 1713 Introduction to Photography

Select 3 courses:
ART 2213 Watercolor I
ART 2313 Painting I
ART 3513 Sculpture I
ART 3813 Ceramics I

**D. Advanced Studio** 6
Select 2 courses:
ART 3213 Watercolor II
ART 3313 Painting II
ART 3413 Figure Drawing II
ART 3613 Sculpture II
ART 4713 Printmaking II

**E. Vertical Foundation** 12
ART 2103 Integrated Studio I
ART 3103 Integrated Studio II
ART 4103 Integrated Studio III
ART 4203 Integrated Studio IV

**F. Studio Electives (select 1 class)** 3
ART 3143 Drawing III
ART 3323 Painting III
ART 3623 Sculpture III
ART 3903 Figure Drawing III
ART 4813 Ceramics II
ART 4823 Ceramics III

**G. Capstone Classes** 3
ART 4741 Professional Practice I
ART 4841 Professional Practice II
ART 4971 Senior Exhibit

**III. Minor (Not Required)**

**IV. Electives** **11**

**V. Total Hours Required** **124**

**VI. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# ART
## Teacher Certification Concentration
## Bachelor of Fine Arts

**Major Code -- 0021**

**I. General Education (44 HOURS)**

*9 hours (ART 2273, COMM 1113 and PSYCH 1113) counted in the Major*

Includes recommended courses MATH 1413 and BIOL 1114

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*

**Other hours needed** **35**

**II. Major in Art - Teacher Certification** **62**

**A. Required General Education** 3
ART 2273 Survey Multicultural Art

**B. Foundations Core** 30
ART 1123 Computers for Creatives
ART 1133 Drawing I
ART 1143 Theory and Social Practice
ART 1213 Two Dimensional Design
ART 1313 Three Dimensional Design
ART 2243 Art History Survey I
ART 2253 Art History Survey II
ART 3713 Printmaking I
ART 3923 Digital and Electronic Art I
ART 4213 History of Art Contemporary
SFA 1000 Cultural Attendance

**C. Studio Core** 21
ART 2313 Painting I
ART 3273 Aesthetics
ART 3403 Figure Drawing I
ART 3513 Sculpture I
ART 3713 Printmaking I
ART 3813 Ceramics I
MCOM 1713 Intro to Photography

**D. Advanced Studio - (Select one course)** 3
ART 3313 Painting II
ART 3413 Figure Drawing II
ART 3613 Sculpture II
ART 4713 Printmaking II
ART 4813 Ceramics II

**E. Methods Core** 5
ART 4412 Art for Elementary Teachers
ART 4513 Art for Secondary Teachers

**III. Related Work** **6**

**Required General Education** 6
COMM 1113 Fundamentals of Human Comm
PSYCH 1113 General Psychology

**IV. Minor**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education.

**VI. Total Hours Required** **133**

**VII. Special Requirements**

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.

**Minor in Art - 020A**

ART 1133 Drawing I
ART 1213 Two Dimensional Design
ART 3133 Drawing II
Nine hours elective art courses (must be taken in one of the following studio areas: painting, watercolor, sculpture, printmaking, or ceramics)

**Minimum Total Hours 18**

Students majoring in Art must take additional hours in art to substitute for ART 1113, ART 1133, ART 1213 and any other art classes used on the major requirements.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Media/Graphic Arts - 680B**
**(For Majors in Mass Communications)**

ART 1133 Drawing I
ART 1213 Two Dimensional Design
ART 3923 Digital and Electronic Art I
ART 3943 Graphic Design I
ART 4923 Digital and Electronic Art II
MCOM 3333 Intermediate Photography

**Minimum Total Hours 18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Media/Graphic Arts - 680C**
**(For non Mass Communication majors)**

ART 1133 Drawing I
ART 1213 Two Dimensional Design
ART 3923 Digital and Electronic Art I
ART 3943 Graphic Design I
MCOM 1713 Intro to Photography
MCOM 3343 Imaging for Media

**Minimum Total Hours 18**

Students are strongly advised to use elective hours to complete course work in MCOM 3333 Intermediate Photography and ART 4923 Digital and Electronic Art II.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Art Therapy Preparation**
**For Majors in Fine Arts - 020C**

HURES 2103 Interviewing Techniques
HURES 2183 Fund. of Counseling
HURES 3083 Medical, Social & Psychological Aspects of Disability
HURES 3763 Group Process and Practice
PSYCH 1113 General Psychology
PSYCH 3463 Child and Adolescent Psych
PSYCH 4133 Abnormal Psych

**Minimum Total Hours 21**

Must earn three hours of upper division work at ECU towards minor to complete residency requirements.

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**For Majors Not in Fine Arts, Psychology or Human Services Counseling - 020D**

HURES 2183 Fundamentals of Counseling
HURES 3763 Group Process and Practice
PSYCH 1113 General Psychology
PSYCH 3463 Child and Adolescent Psych
PSYCH 4133 Abnormal Psych **OR**
HURES 3083 Medical, Social & Psychological Aspects of Disability

Select one group:
1 - ART 1133 Drawing I
Select one of the following:
ART 2313 Painting I
ART 3513 Sculpture I
ART 3713 Printmaking I
ART 3813 Ceramics I

2 - THEA 1413 Acting I
COMM 1632 Movement for the Stage

3 - MUS 1113 Music Theory and Ear Training I
MUS 1133 Music Theory and Ear Training II
MUS 1911 Class Piano

**Minimum Total Hours 20-22**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Art Therapy Preparation - Visual Art 020E**
**(For Majors in Psychology and Human Services Counseling)**

ART 1133 Drawing I
ART 2313 Painting I
ART 3133 Drawing II
ART 3513 Sculpture I
ART 3713 Printmaking I
ART 3813 Ceramics I

Select one course from the following list:
ART 3313 Painting II
ART 3613 Sculpture II
ART 4713 Printmaking II

**Minimum Total Hours 21**
Must earn three hours of upper division work at ECU towards minor to complete residency requirement.

**Minor in Art Therapy Preparation - Theatre 020F**
**(For Majors in Psychology and Human Services Counseling)**

COMM 1632 Movement for the Stage
COMM 2153 Interpersonal Communication
COMM 3613 Group Dynamics
THEA 1413 Acting I
THEA 2423 Acting II
THEA 2441 Theatre Production
THEA 2453 Intro to Technical Theatre
THEA 4453 Stage Makeup

**Minimum Total Hours 21**
Must earn three hours of upper division work at ECU towards minor to complete residency requirement.

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**Minor in Art Therapy Preparation - Music 020G**
**(For Majors in Psychology and Human Services Counseling)**

MUS 1113 Music Theory and Ear Training I
MUS 2111 University Singers
MUS 2433 World Music
MUS 3633 History of Music Through Bach
MUS 3634 History of Music Since Bach
Major Instrument/Voice Lessons
(6 credits/three semesters)
MUS 1000 performing arts recital (3 semesters)
Piano -- Class or Private, 2 credits, taken in two semesters

**Minimum Total Hours 21**

Must earn three hours of upper division work at ECU towards minor to complete residency requirement.

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**Minor in Game Design - Music 020H**

ART 1123 Computers for Creatives
MCOM 2003 Principals of Game Design
MCOM 3043 AR/VR Production

Nine (9) hours from the following:
ART 1213 Two-Dimensional Design
ART 2943 Principles of Graphic Design
ART 3303 Motion Graphics
ART 3923 Digital and Electronic Art I
ART 4923 Digital and Electronic Art II
MCOM 3023 Audio Engineering I
MCOM 4023 Audio Engineering II

**Minimum total hours 18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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# THEATRE
## Musical Theatre Concentration
## Bachelor of Arts

**Major Code -- 0454**

**I. General Education (44 HOURS)**

*6 hours (COMM 1113 and THEA 2333) counted in the Major*
Includes recommended math course—MATH 1413

**Other hours needed** **38**

**II. Musical Theatre Concentration** **54**

**A. Required General Education** 6

| | | |
|---|---|---|
| COMM | 1113 | Fundamentals of Human Comm |
| THEA | 2333 | Theatre in Life |

**B. Required in Theatre Core** 24

| | | |
|---|---|---|
| SFA | 1000 | Cultural Attendance |
| SFA | 1000 | Cultural Attendance |
| THEA | 1001 | Introduction to Theatre Studies |
| THEA | 1413 | Acting I |
| THEA | 2001 | Sophomore Experience |
| THEA | 2423 | Acting II |
| THEA | 2453 | Intro to Technical Theatre |
| THEA | 3001 | Resume Techniques |
| THEA | 3413 | Play Directing |
| THEA | 3593 | Play Analysis |
| THEA | 4003 | Marketing Techniques |
| THEA | 4963 | Senior Project in Theatre |

**C. Musical Theatre Core** 18

| | | |
|---|---|---|
| MUS | 3503 | History of Musical Theatre |
| THEA | 3483 | Musical Theatre Workshop |
| THEA | 4013 | Audition Methods |

Voice instrument, major or minor, 6 hours

Select one of the following:

| | | |
|---|---|---|
| THEA | 3353 | Theatre History before 1800 |
| THEA | 3363 | Theatre History after 1800 |

**D. Major Electives** 6

Select six hours from the following:

| | | |
|---|---|---|
| ART | 1313 | Three-Dimensional Design |
| ART | 2313 | Painting I |
| ENG | 2243 | Introduction to Creative Writing |
| ENG | 3143 | Introduction to Film |
| ENG | 3373 | Creative Writing Genre |
| HUM | 2813 | Interpreting Film |
| MCOM | 2753 | Introduction to Audio |
| THEA | 3423 | Acting III |
| THEA | 3433 | Stagecraft and Scene Design |
| THEA | 3453 | Stage Lighting and Sound |
| THEA | 4453 | Stage Makeup |

**III. Minor (not required)**

**V. Electives** **30**

**VI. Total Hours Required** **122**

**VII. Special Requirements**

Students declaring a Theatre major starting in the fall 2015 semester or later, must successfully complete two semesters of SF A I 000 Cultural Attendance (zero hours credit, P/NP graded). Additional information is available in the office of the Director of the School of Fine.Arts.

"Teachers" or "methods" courses do not count in the major.

The OSHRE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exan1 forone of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# THEATRE
## Theatre Concentration
## Bachelor of Arts

**Major Code -- 0452**

**I. General Education (44 HOURS)**

*6 hours (COMM 1113 and THEA 2333) counted in the Major*
Includes recommended math course--MATH 1413

**Other hours needed** **38**

**II. Theatre Concentration** **48**

**A. Required General Education** 6
COMM 1113 Fundamentals of Human Comm
THEA 2333 Theatre in Life

**B. Required in the Theatre Core** 24
SFA 1000 Cultural Attendance
SFA 1000 Cultural Attendance
THEA 1001 Introduction to Theatre Studies
THEA 1413 Acting I
THEA 2001 Sophomore Experience
THEA 2423 Acting II
THEA 2453 Intro to Technical Theatre
THEA 3001 Resume Techniques
THEA 3413 Play Directing
THEA 3593 Play Analysis
THEA 4003 Marketing Techniques
THEA 4963 Senior Project in Theatre

**C. Required in the Theatre Major** 12
THEA 3423 Acting III
THEA 4013 Audition Methods

Select 2 of the following:
MUS 3503 History of Musical Theatre
THEA 3353 Theatre History before 1800
THEA 3363 Theatre History after 1800

**D. Required Electives** 6
Select 6 hours from the following:
ART 1313 Three-Dimensional Design
ART 2313 Painting I
ENG 2243 Introduction to Creative Writing
ENG 3143 Introduction to Film
ENG 3373 Creative Writing Genre
HUM 2813 Interpreting Film
MCOM 2753 Introduction to Audio
THEA 3433 Stagecraft and Scene Design
THEA 3453 Stage Lighting and Sound
THEA 4453 Stage Makeup

**III. Minor (Not required)**

**IV. Electives** **34**

**V. Total Hours Required** **120**

**VI. Special Requirements**

Note I: Students declaring a Theatre major starting in the fall 2015 semester or later, must successfully complete two semesters of SFA 1000 Cultural Attendance (zero hours credit, P/NP graded). Additional infonnation is available m the office of the Director of the School ofFine Arts.

"'Teachers'' or "methods'' courses do not count in the major.

The OSHRE computer proficiency graduation requirement will be met through complet1on ofone of the cour.;es in the institution's genera 1 education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (a II courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree atan Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

**Minor in Theatre - 450A**

THEA 1413 Acting I
THEA 2333 Theatre in Life
THEA 2453 Intro to Technical Theatre **OR**
THEA 3353 Theatre History Before 1800

Select one of the following:
THEA 2423 Acting II
THEA 3363 Theatre History after 1800
THEA 3413 Play Directing

Six hours of Theatre (THEA) courses.

**Minimum Total Hours 18**
"Teachers" or "methods" courses do not count in the minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# CRIMINAL JUSTICE

**Bachelor of Arts** **Major Code -- 0524**

**I. General Education (44 HOURS)**

*6 hours (PSYCH 1113 and SOC 1113) counted in the Major*

**Other hours needed** **38**

**II. Major in Criminal Justice** **54**

**A. Core Courses** 18
CRJS 2233 Introduction to Criminal Justice
CRJS 2253 Adult Correction Systems
CRJS 2353 Juvenile Justice System
CRJS 3333 Criminal Behavior
CRJS 4293 Police Administration
CRJS 4473 Legal Aspects of the Crim Justice System

**B. Internship** 12
CRJS 4946 Internship - Criminal Justice
CRJS 4946 Internship - Criminal Justice
**OR**
CRJS 4946 Internship - COPS ^^
CRJS 4946 Internship - COPS ^^
**OR**
12 credit hours of 3000 and 4000 level courses

**C. Required Electives** 24
Courses must be chosen from the following:
CRJS 2453 The Police Function^^
CRJS 3423 Introduction to Law Enforcement
CRJS 3643 Criminal Justice Issues
CRJS 4333 Criminal Investigation I ^^
CRJS 4343 Criminal Investigation II ^^
CRJS 4623 Interrogation Techniques ^^
CRJS 4981-4 Seminar in Criminal Justice
HURES 2083 Human Behavior & Social Environment I
HURES 2103 Interviewing Techniques
HURES 3183 Case Management Practice
HURES 3763 Group Process and Practice
KIN 2273 First Aid ^^
SOC 2113 Social Problems
SOC 3133 Majority/Minority Relations
Any other course subject to advisor's approval

^^(Required courses for students in the Collegiate Officer Program)

**III. Related Work** **6**
Required General Education
PSYCH 1113 General Psychology
SOC 1113 Introduction to Sociology

**IV. Minor (Not Required)**

**V. Electives** **26**
Students must ensure that an adequate number of upper level courses are taken to meet the 40-hour minimum requirement for upper level courses. Students are encouraged to take liberal arts courses to broaden their educational perspectives.

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# CRIMINAL JUSTICE POLICY

**Bachelor of Arts** **Major Code -- 6100**

**I. General Education (44 HOURS)**

*6 hours (PSYCH 1113, and SOC 1113 or SOC 2113) counted in the Major*

**Other hours needed** **38**

**II. Major in Criminal Justice Policy** **33**

**A. Core Courses** 21

CRJS 2233 Introduction to Criminal Justice
CRJS 3333 Criminal Behavior
CRJS 4473 Legal Aspects of the Crim Justice System
ENG 3183 Technical and Professional Writing
LSPS 2153 Introduction to Law
LSPS 3133 Civil Rights and Liberties
PS 4433 Public Policy Making

**B. Required Electives** 12

Select 12 hours from the following:
CRJS 2253 Adult Correctional Systems
CRJS 2353 Juvenile Justice Systems
CRJS 3423 Introduction to Law Enforcement
CRJS 3643 Criminal Justice Issues
CRJS 4981-4 Seminar in Criminal Justice
HURES 3283 Addictions and Society
HURES 4931-4 Human Resources Practicum
SOC 3133 Majority/Minority Relations

**III. Related Work** **6**

PSYCH 1113 General Psychology
SOC 1113 Introduction to Sociology **OR**
SOC 2113 Social Problems

**IV. Minor (Not Required)**

**V. Electives** **44**

Students must ensure that an adequate number of upper level courses are taken to meet the 40-hour minimum requirement for upper level courses. Students are encouraged to take liberal arts courses to broaden their educational perspectives.

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

**Minor in Criminal Justice**
**520A**

CRJS 2233 Introduction to Criminal Justice

Select six hours from the following:
CRJS 2253 Adult Correctional Systems
CRJS 2353 Juvenile Justice System
CRJS 2453 The Police Function
CRJS 3423 Introduction to Law Enforcement

Select nine hours from the following:
CRJS 3333 Criminal Behavior
CRJS 3643 Criminal Justice Issues
CRJS 3653 Alternatives to Incarceration
CRJS 4153 Juvenile Programs & Settings
CRJS 4293 Police Administration
CRJS 4333 Criminal Investigations I
CRJS 4343 Criminal Investigations II
CRJS 4413 Correctional Programs & Settings
CRJS 4473 Legal Aspects of the Criminal Justice System
CRJS 4623 Interrogation Techniques
CRJS 4981-4 Seminar in Criminal Justice

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# ENGLISH

## Bachelor of Arts — Major Code -- 0145

**I. General Education (44 HOURS)**

*12 hours (ENG 1113, ENG 1213 or HNRS 2313, HUM 2323, and one of the following: ASLHR 2613, FREN 1113, GER 1113, LATIN 1113, RUSS 1113, or SPAN 1113) counted in the Major*
Includes recommended math course - MATH 1413

**Other hours needed** **32**

**II. Major in English** **54**

**A. Required General Education** 9
ENG 1113 Freshman Composition I
ENG 1213 Freshman Composition II **OR**
HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research (Honors Students Only)
HUM 2323 Global Literatures

**B. Required English Core Courses** 21

ENG 2513 Introduction to Literary Study
ENG 3143 Introduction to Film
ENG 3193 Persuasive Writing and Logic
ENG 3213 Shakespeare
ENG 3363 Critical Approaches
ENG 4013 Grammar and Linguistics
ENG 4883 Publication and Portfolio Capstone

**C. Required Electives** 24
Four (4) of the following, including one from each category. Select one additional course from American, British or World Literature.
American Literature
ENG 2423 American Literature to 1865
ENG 2433 American Literature since 1865

British Literature
ENG 2643 British Literature to 1800
ENG 2653 British Literature since 1800

World Literature
ENG 3913 World Literature to 1700
ENG 3923 World Literature since 1700

Select two (2) of the following:
ENG 2243 Introduction to Creative Writing
ENG 2713 Publication Practicum
ENG 2883 Special Studies in English
ENG 3113 Advanced Writing
ENG 3183 Technical and Professional Writing
ENG 3343 Composing Theories and Practice
ENG 3373 Creative Writing Genre

Select two (2) of the following:
ENG 4523 Amer Lit (Subject named in title listing)
ENG 4543 British Lit (Subject named in title listing)
ENG 4553 World Lit (Subject named in title listing)
ENG 4641-4 Internship (Subject named in title listing)
ENG 4813 Special Topics in Literature
ENG 4823 Special Topics in Language Arts
ENG 4983 Seminar in English

**III. Related Work** **6**

**A. Required General Education** 3
One three hour elementary language course (C3 General Education).

**B. Required Related Work** 3
One three hour elementary language course (C3 General Education) sequential to the language course taken in IIIA.

**IV Minor (Not Required)**

**V. Electives** **32**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses with the exception of ENG 3733 and 4743 do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# ENGLISH
## Teacher Certification Concentration
## Bachelor of Arts

**Major Code -- 0144**

**I. General Education (44 HOURS)**

*21 hours (COMM 1113, ENG 1113, ENG 1213, HNRS 2313, HUM 2323 , PSYCH 1113 and one of the following: ASLHR 2613, FREN 1113, GER 1113, LATIN 1113, RUSS 1113, or SPAN 1113) counted in the Major*
Includes recommended courses BIOL 1114 and MATH 1413

**Other hours needed** **23**

**II. Major in English-Teacher Certification** **54**

**A. Required General Education** 9
ENG 1113 Freshman Composition I
ENG 1213 Freshman Composition II **OR**
HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research (Honors Students Only)
HUM 2323 Global Literatures

**B. Required English Core Courses** 21

ENG 2513 Introduction to Literary Study
ENG 3143 Introduction to Film
ENG 3193 Persuasive Writing and Logic
ENG 3213 Shakespeare
ENG 3363 Critical Approaches
ENG 4013 Grammar and Linguistics
ENG 4883 Publication and Portfolio Capstone

**C. Required in the English-Teacher Certification Major** 6
ENG 3733 Teaching Literature in Secondary School
ENG 4723 Teaching of Grammar and Composition in Secondary School

**D. Required English-Teacher Certification Electives** 18
Four (4) of the following, including one from each category. Select one additional course from American, British or World Literature.

American Literature
ENG 2423 American Literature to 1865
ENG 2433 American Literature since 1865

British Literature
ENG 2643 British Literature to 1800
ENG 2653 British Literature since 1800

World Literature
ENG 3913 World Literature to 1700
ENG 3923 World Literature since 1700

Select one (1) of the following:
ENG 2243 Introduction to Creative Writing
ENG 2883 Special Studies in English
ENG 3113 Advanced Writing
ENG 3183 Technical and Professional Writing
ENG 3343 Composing Theories and Practice
ENG 3373 Creative Writing Genre

Select one (1) of the following:
ENG 4523 Amer Lit (Subject named in title listing)
ENG 4543 British Lit (Subject named in title listing)
ENG 4553 World Lit (Subject named in title listing)
ENG 4641-4 Internship (Subject named in title listing)
ENG 4813 Special Topics in Literature
ENG 4823 Special Topics in Language Arts
ENG 4983 Seminar in English

**III. Related Work** **15**

**A. Required General Education** 12
One three hour elementary language course (C3 General Education).
COMM 1113 Fundamentals of Human Comm
HUM 2313 Multicultural American Literature
PSYCH 1113 General Psychology

**B. Required Related Work** 3
One three hour elementary language course (C3 General Education) sequential to the language course taken in IIIA.

**IV. Minor**

Professional Education is used for the minor and no other minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education.

**VI. Electives** **2**

**VII. Total Hours Required** **124**

**VIII. Special Requirements**

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.

**Minor in English--140D**

Three hours from the following (literature):
ENG 2423 American Literature to 1865
ENG 2433 American Literature since 1865
ENG 2643 British Literature to 1800
ENG 2653 British Literature since 1800
ENG 3143 Introduction to Film
ENG 3363 Critical Approaches
ENG 4523 Amer Lit (Subject named in title listing)
ENG 4543 British Lit (Subject named in title listing)
ENG 4553 World Lit (Subject named in title listing)
ENG 4613 Literary Genre (Subject named in title listing)
ENG 4813 Special Topics in Literature (Subject named in title listing)

Three hours from the following (language theory):
ENG 4013 Grammar and Linguistics
ENG 4823 Special Topics in Language (Subject named in title listing)

Three hours from the following (writing):
ENG 2243 Introduction to Creative Writing
ENG 2713 Publications Practicum
ENG 3113 Advanced Writing
ENG 3183 Technical and Professional Writing
ENG 3193 Persuasive Writing and Logic
ENG 3343 Composing Theories and Practices
ENG 3373 Introduction to Creative Writing: Genre (Subject named in title listing)

Twelve hours of approved electives with ENG prefix (ENG 1113 and ENG 1213 not included).

**Minimum Total Hours 21**

(NOTE: At least 6 hours must be at the 3000-4000 level.)
Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in English as a Second Language (ESL) - 720A**

ENG 4013 Grammar and Linguistics
ENG 4823 Special Topics in Language Arts (this course will be taken twice with different topics)
HUM 2713 Language and Culture
Six hours foreign language (taken, not tested out, ASL not accepted)

**Minimum Total Hours 18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

**Minor in Humanities - 730A**

Students must complete 12 hours of required courses in the G area of General Education to satisfy General Education graduation requirements. One of the courses with ART, COMM, HIST, HUM or MUS prefixes taken to satisfy General Education G.1 or G.2 area requirements may apply toward the Humanities minor. Students will need 15 additional hours beyond G.1 and G.2 General Education requirements to complete the Humanities minor.

Select one of the following:
HIST 1113 Early Western Civilization
HUM 2113 General Humanities I

Select one of the following:
HIST 1123 Modern Western Civilization
HUM 2123 General Humanities II

Select nine hours from the following:
General Education G.1 and/or G.2 area courses with ART, COMM, HIST, HUM or MUS prefixes.

And/or

ART
ART 2243 Art History Survey I
ART 2253 Art History Survey II
ART 4213 History of Art-Contemporary
ART 4983 Seminar in Art (Subject named in title listing)
COMM
COMM 3403 Theatre History Survey
COMM 4423 Intercultural Communication
ENG
ENG 2423 American Literature to 1865
ENG 2433 American Literature since 1865
ENG 2643 British Literature to 1800
ENG 2653 British Literature since 1800
ENG 3143 Introduction to Film
ENG 3363 Critical Approaches
ENG 4000 level literature
HIST
Any HIST except HIST 3883
MCOM
MCOM 1733 Introduction to Mass Media
MUS
MUS 3633 History of Music Through Bach
MUS 3643 History of Music since Bach

Three hours 4000 level approved humanities course from ART, COMM, ENG, HIST, HUM or MUS.

**Minimum Total Hours 18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Spanish - 420A**

SPAN 1223 Elementary Spanish II
SPAN 2113 Intermediate Spanish I
SPAN 2223 Intermediate Spanish II
Nine hours upper-division Spanish courses (3000-4000 level)

**Minimum Total Hours** **18**

"Teachers" or "methods" courses and courses taught in English do not apply on the minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# HISTORY

## Bachelor of Arts — Major Code -- 0220

**I. General Education (44 HOURS)**

*9 hours (HIST 1113, 1123, and 2483) counted in the Major*
Includes recommended courses (MATH 1413 and BIOL 1114)

**Other hours needed** **35**

**II. Major in History** **42**

**A. Required General Education** 9
HIST 1113 Early Western Civilization
HIST 1123 Modern Western Civilization
HIST 2483 U.S. History Survey to 1877

**B. Required in the History Major** 12
HIST 2493 U.S. History Survey since 1877
HIST 3333 Vistas in World History
HIST 3343 Vistas in U.S. History
HIST 3883 Writing in History (Subject named in title listing)

**C. Required History Electives** 21
Twenty-one hours (3000-4000) History courses

**III. Minor (Not Required)**

**IV. Electives** **47**

**V. Total Hours Required** **124**

**VI. Special Requirements**

An earned grade of C or higher is required of all History courses to count in the History Major.

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in History - 220A**

Eighteen hours History courses
(at least six hours of 3000-4000 level History courses)

**Minimum Total Hours** **18**

"Teachers" or "methods" courses do not count in the minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Oklahoma Studies - 670A**

HUM 2513 Intro to Oklahoma Cultural Studies

Select one of the following:
ENG 4993 Individual Study in English (Subject named in title listing)
HIST 4993 Individual Study in History (Subject named in title listing)

12 hours other approved courses in history, English, geography or other areas with significant Oklahoma content. A minimum of 6 of these hours must be in Native American Studies.

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# HISTORY
## Teacher Certification Concentration
## Bachelor of Arts

**Major Code -- 0221**

**I. General Education (44 HOURS)**

*15 hours (COMM 1113, HIST 1113, 1123, and HIST 2483, and PSYCH 1113) counted in the Major*

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*
Includes recommended courses MATH 1413 and BIOL 1114

**Other hours needed** **29**

**II. Major in History** **42**
(At least 21 History hours must be 3000-4000 level)

**A. Required General Education** 9
HIST 1113 Early Western Civilization
HIST 1123 Modern Western Civilization
HIST 2483 U.S. History Survey to 1877

**B. Required in the History Core** 12
HIST 2493 U.S. History Survey since 1877
HIST 3333 Vistas in World History
HIST 3343 Vistas in U.S. History
HIST 3883 Writing in History
(Subject named in title listing)

**C. Required for Concentration in Teacher Certification** 3
HIST 2213 Oklahoma History

**D. Required History Electives** 18
Eighteen hours (3000-4000) History courses

**III. Related Work** **21**

**A. Required General Education** 6
COMM 1113 Fundamentals of Human Comm
PSYCH 1113 General Psychology

**B. Required Related Electives** 15
SOSTU 4873 Methods in Secondary Social Studies
**AND**
Students must complete requirements in each of the following three areas that have NOT been counted in those areas for General Education credit:

1. Economics
Select one of the following:
ECON 2003 Principles of Macroeconomics
ECON 2013 Principles of Microeconomics

2. Geography
Select one of the following:
GEOG 1113 Elements of Human Geography
GEOG 2513 World Regional Geography

3. Political Science
Select one of the following:
LSPS 3113 Constitutional Law: Issues of National Power
LSPS 3133 Civil Rights and Liberties
LSPS 3143 First Amendment Law
PS 3413 The U.S. Legislatures
PS 3633 The U.S. Presidency
PS 3723 Oklahoma Politics
PS 3913 International Relations

4. Anthropology and Culture
ANTH 2713 Introduction to Cultural Anthropology

**IV. Minor**

Professional Education is used as the minor and no other minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education.

**VI. Electives** **2**

**VII. Total Hours Required** **124**

**VIII. Special Requirements**

An earned grade of C or higher is required of all History courses to count in the History Major.

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.

# HUMAN SERVICES COUNSELING
## Aging Services Concentration
## Bachelor of Arts

**Major Code -- 0261**

**I.General Education (44 HOURS)**

*6 hours (PSYCH 1113 and SOC 1113) counted in the Major*
Includes recommended math course - MATH 1413

**Other hours needed** **38**

**II. Major in Human Services Counseling** **45**

**A. Required Human Services Counseling Core** 24
HURES 2083 Human Behavior and Social Env I
HURES 2103 Interviewing Techniques
HURES 2183 Fundamentals of Counseling
HURES 3183 Case Management Practice
HURES 4946 Internship--Aging Services
HURES 4946 Internship--Aging Services

**B. Required for Aging Services Concentration** 18
HRPSY 3253 Psychology of Aging
HURES 2293 Introduction to Aging
HURES 3763 Group Processes and Practice
HURES 4263 Gerontological Program Management
HURES 4443 Counseling Services
HURES 4453 Intervention Techniques

**C. Required Electives** 3
Three hours electives in Professional Programs in Human Services Department or related areas approved by major faculty.

**III. Related Work** **6**

**Required General Education** 6
PSYCH 1113 General Psychology
SOC 1113 Introduction to Sociology

**IV. Minor (Not Required)**

**V. Electives** **35**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

**Minor in Aging Services**

**For Majors in Professional Programs in Human Services Fields - 260C**

HRPSY 3253 Psychology of Aging
HURES 2293 Introduction to Aging
HURES 4263 Gerontological Program Management
Nine hours of electives approved by Aging Services faculty

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

**For Majors Not in Professional Programs in Human Services Fields - 260D**

HRPSY 3253 Psychology of Aging
HURES 2083 Human Behavior and Social Env I
HURES 2293 Introduction to Aging
HURES 4263 Gerontological Program Management
Six hours of electives approved by Aging Services faculty

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# HUMAN SERVICES COUNSELING
## Human Services Counseling Concentration
## Bachelor of Arts

**Major Code -- 0265**

**I. General Education (44 HOURS)**

*6 hours (PSYCH 1113 and SOC 1113) counted in the Major*
Includes recommended math course - MATH 1413

**Other hours needed** **38**

**II. Major in Human Services Counseling** **45**

**A. Required Human Services Counseling Core** 24
HURES 2083 Human Beh and Social Env I
HURES 2103 Interviewing Techniques
HURES 2183 Fundamentals of Counseling
HURES 3183 Case Management Practice
HURES 4946 Internship--Human Services Counseling
HURES 4946 Internship--Human Services Counseling

**B. Required Human Services Counseling Concentration** 15
HURES 3203 Vocational Testing & Evaluation
HURES 3213 Employment and Placement Techniques
HURES 3763 Group Processes and Practice
HURES 4443 Counseling Services
HURES 4453 Intervention Techniques

**C. Required Electives** 6
Six hours electives in Professional Programs in Human Services Department or related areas approved by major faculty.

**III. Related Work** **6**

**Required General Education** 6
PSYCH 1113 General Psychology
SOC 1113 Introduction to Sociology

**IV. Minor (Not Required)**

**V. Electives** **35**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# HUMAN SERVICES COUNSELING
## Rehabilitation Concentration
## Bachelor of Arts

**Major Code -- 0267**

**I. General Education (44 HOURS)**

*6 hours (PSYCH 1113 and SOC 1113) counted in the Major*
Includes recommended math course - MATH 1413

**Other hours needed** **38**

**II. Major in Human Services Counseling** **45**

**A. Required Human Services Counseling Core** 24

| | | |
|---|---|---|
| HURES | 2083 | Human Behavior and Social Env I |
| HURES | 2103 | Interviewing Techniques |
| HURES | 2183 | Fundamentals of Counseling |
| HURES | 3183 | Case Management Practice |
| HURES | 4946 | Internship--Human Services Counseling |
| HURES | 4946 | Internship--Human Services Counseling |

**B. Required for Rehabilitation Concentration** 21

| | | |
|---|---|---|
| HURES | 2213 | Introduction to Rehab Counseling |
| HURES | 3083 | Med, Soc, and Psych Aspects of Dis |
| HURES | 3203 | Vocational Testing and Evaluation |
| HURES | 3213 | Employment & Placement Techniques |
| HURES | 3763 | Group Processes and Practice |
| HURES | 4443 | Counseling Services |
| HURES | 4453 | Intervention Techniques |

**III. Related Work** **6**

**Required General Education** 6

| | | |
|---|---|---|
| PSYCH | 1113 | General Psychology |
| SOC | 1113 | Introduction to Sociology |

**IV. Minor (Not Required)**

**V. Electives** **35**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# HUMAN SERVICES COUNSELING
## Prevention Science Concentration
## Bachelor of Arts

**Major Code -- 0268**

**I. General Education (44 HOURS)**

*3 hours (PSYCH 1113 or SOC 1113) counted in the Major*
Includes recommended math course - MATH 1413

**Other hours needed** **41**

**II. Major in Human Services Counseling** **48**

**A. Required Human Services Counseling Core** 24
HURES 2083 Human Beh and Social Env I
HURES 2103 Interviewing Techniques
HURES 2183 Fundamentals of Counseling
HURES 3183 Case Management Practice
HURES 4946 Internship--Prevention Science
HURES 4946 Internship--Prevention Science

**B. Required for Prevention Science Concentration** 12
HURES 2073 Intro to Prevention Science
HURES 3283 Addictions & Society
HURES 4003 Theory & Practice of Prev
HURES 4453 Intervention Techniques

**C. Required Electives** 12
Select 6 hours of the following:
SOC 2113 Social Problems
SOC 3113 Juvenile Delinquency
SOC 3313 Marriage and the Family
SOWK 2113 Human Diversity & Social Justice
PSYCH 4133 Abnormal Psychology

Select 6 hours of the following:
ENG 3183 Technical & Professional Writing
HHFS 3223 Meeting & Event Management
MCOM 1733 Introduction to Mass Media
MCOM 2733 Writing for Media
MCOM 3823 Advertising
PS 4433 Public Policy Making

**III. Related Work** **3**
**Required General Education** 3
PSYCH 1113 General Psychology **OR**
SOC 1113 Introduction to Sociology

**IV. Minor (Not Required)**

**V. Electives** **32**

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

### Minor in Human Services Counseling

**For Majors in Professional Programs in Human Services Fields - 260A**

HURES 2183 Fundamentals of Counseling
HURES 3203 Vocational Testing and Evaluation
HURES 4443 Counseling Services
HURES 4453 Intervention Techniques
Six hours of electives approved by Human Services Counseling faculty

**Minimum Total Hours** **18**

The Services to the Deaf major must select, with Counseling faculty approval, an additional Counseling course to substitute for HURES 2183.

The Aging Services major must select, with Counseling faculty approval, additional Counseling courses to substitute for HURES 2183, HURES 4443, and HURES 4453.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**For Majors Not in Professional Programs in Human Services Fields - 260B**

HURES 2103 Interviewing Techniques
HURES 2183 Fundamentals of Counseling
HURES 3183 Case Management Practice
HURES 3203 Vocational Testing and Evaluation
HURES 4443 Counseling Services
Three hours of electives approved by Human Services Counseling faculty

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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### Minor in Deaf Studies - 260E

ASLHR 2613 American Sign Language I
ASLHR 3063 American Sign Language II
ASLHR 4703 American Sign Language III
ASLHR 4733 American Sign Language IV
HURES 2153 Introduction to Deafness
HURES 3103 Psych-Soc Aspects of Deafness
HURES 3133 Introduction to Audiology
**Minimum Total Hours** **21**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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### Minor in Addictions

**For Majors in Professional Programs in Human Services Fields - 260G**

HURES 2183 Fundamentals of Counseling
HURES 3283 Addictions & Society
HURES 3383 Introduction to Addictions
HURES 3763 Group Processes and Practice
HURES 3813 Family Systems, Codependency and Addictions
HURES 4453 Intervention Techniques

**Minimum Total Hours** **18**

Human Services Counseling majors with concentrations in Aging, Counseling, and Rehabilitation Counseling must select, with Counseling faculty approval, additional Counseling courses to substitute for HURES 2183, HURES 3763, and HURES 4453.

Human Services Counseling-Services to the Deaf Concentration majors must select, with Counseling faculty approval, an additional Counseling course to substitute for HURES 2183.

Social Work majors must select, with Counseling faculty approval, an approved substitute for HURES 3763.

Criminal Justice majors must select, with Counseling faculty approval, an approved course to substitute for HURES 3763.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**For Majors Not in Professional Programs in Human Services Fields - 260H**

HURES 2103 Interviewing Techniques
HURES 2183 Fundamentals of Counseling
HURES 3283 Addictions & Society
HURES 3383 Introduction to Addictions
HURES 3763 Group Processes and Practice
HURES 3813 Family Systems, Codependency and Addictions
HURES 4453 Intervention Techniques

**Minimum Total Hours** **21**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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# INTERDISCIPLINARY STUDIES

## Bachelor of Arts — Major Code -- 0560

**I. General Education** **44**

Includes recommended math course--MATH 1413

**II. Major in Interdisciplinary Studies** **45**

**A. Required Courses** 12

| | | |
|---|---|---|
| IDS | 3113 | Interdisciplinary Studies |
| IDS | 3123 | Professional Field Experience I |
| IDS | 4123 | Professional Field Experience II |
| IDS | 4723 | Senior Project |

**B. Interdisciplinary Study** 33

Complete the 33 semester hours of course work that was approved in the student's Independent Learning Plan (ILP). The ILP must reflect a coherent plan of study in support of the student's academic and career goals.

The ILP must include at least 18 hours of credit at ECU and at least 15 hours must be upper division credit.

**III. Minor (Not Required)**

**IV. Electives** **35**

**V. Total Hours Required** **124**

**VI. Special Requirements**

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

Note: Students seeking a teaching license under Alternative Certification must meet the requirements of the State Department of Education. http://sde.ok.gov/sde/oklahoma-alternative-placement-program-teacher-certification.

# LEGAL STUDIES

## Bachelor of Science — Major Code -- 0550

**I. General Education (44 HOURS)**

Hours needed **44**

Includes recommended courses–COMM 1113 or 2253, MATH 1413 and MIS 1903

**II. Major in Legal Studies** **54**

**A. Required in the Legal Studies Major** 21
LS 3223 Legal Research and Writing I
LS 3233 Legal Research and Writing II
LS 3383 Legal Systems Applications
LS 3563 Civil Procedure and Litigation
LS 4863 Legal Ethics
LS 4943 Legal Internship **OR**
LS 3243 Native American Legal Clinic
LSPS 2153 Introduction to Law

**B. Legal Specialty Courses** 12
Select 12 hours from the following:
LS 4123 Torts
LS 4133 Evidence
LS 4143 Native American Law
LS 4173 Contracts
LS 4183 Real Estate Law
LS 4253 Family Law
LS 4283 Criminal Law
LS 4543 Wills, Estates, Trusts and Probate
LS 4653 Administrative Law
LSPS 3143 First Amendment Law
LSPS 3113 Constitutional Law: Issues of National P
LSPS 3133 Civil Rights and Liberties
LSPS 4113 International Law (added to this section)

**C.** Select 9 hours of Political Science courses (beyond 1113)

**D. Controlled Electives** 12

Select 12 hours from the following:
ACCT 2103 Financial Accounting
ACCT 2203 Managerial Accounting
ACCT 3383 Federal Income Tax Accounting
BIOL 2113 Medical Terminology
BUCOM 3133 Business Comm and Rprt Writing
BUSLW 3213 The Legal Environment of Business
BUSLW 3253 Business Law
COMM 3213 Persuasion
CRJS 2233 Introduction to Criminal Justice
CRJS 4473 Legal Aspects of Criminal Justice Process
ENG 3193 Persuasive Writing and Logic
HURES 2103 Interviewing Techniques
LS 4143 Native American Law
LS 4981-4 Seminar in Law
(Subject named in title listing)
LSPS 4883 Jurisprudence
MCOM 3853 Media Ethics and Law
Other Political Science or Legal Studies or LSPS or Criminal Justice or Native American Studies courses not counted above.

**III. Minor (Not Required)**

**IV. Electives** **22**

**V. Total Hours Required** **120**

**VI. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

Students must receive C or better in all required courses found in section II.A and B.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

### Minor in Legal Studies - 550A

LS 3223 Legal Research and Writing I
LS 3563 Civil Procedure and Litigation
LSPS 2153 Introduction to Law
Nine hours Legal Studies courses (3000-4000)

**Minimum Total Hours** **18**

"Teachers" or "methods" courses do not count in the minor.

The legal studies minor provides students majoring in other degree fields the opportunity to explore law as a discipline at the undergraduate level and study the impact of law on their area of interest. The legal studies minor is not approved by the American Bar Association and the legal studies minor is not intended to prepare students for paralegal positions. Students who minor in legal studies should not represent themselves as prepared for paralegal employment. The legal studies minor is open to pre-law students and students from any other discipline enrolled at ECU.

# MASS COMMUNICATION
## Advertising/Public Relations Concentration
## Bachelor of Science

**Major Code -- 0493**

**I. General Education (44 HOURS)**

Hours needed **44**

**II. Major in Mass Communication** **57**

**A. Required in Mass Communication Core** 33

| | |
|---|---|
| ART | 1123 Computers for Creatives |
| ART | 2943 Principles of Graphic Design |
| MCOM | 1713 Introduction to Photography |
| MCOM | 1733 Introduction to Mass Media |
| MCOM | 1813 Introduction to Video Production |
| MCOM | 2733 Writing for Media I |
| MCOM | 3013 Media Practicum |
| MCOM | 3053 Social Media Management |
| MCOM | 3783 Writing for Media II |
| MCOM | 3853 Media Ethics and Law |
| MCOM | 4012 Career Preparation |
| MCOM | 4611 Senior Portfolio in Mass Comm |
| SFA | 1000 Cultural Attendance |

**B. Required for Advertising/Public Relations** 12

| | |
|---|---|
| MCOM | 3823 Advertising |
| MCOM | 3843 Advertising Copy and Layout |
| MCOM | 3893 Public Relations |
| MCOM | 4323 Ad/PR Campaigns (Subject named in title listing) |

**C. Required Electives** 12

Select 12 hours from the following:

| | |
|---|---|
| COMM | 3133 Organizational Communication |
| COMM | 3213 Persuasion |
| COMM | 3613 Group Dynamics |
| COMM | 4013 Crisis Communication |
| COMM | 4423 Intercultural Communication |
| ENG | 3183 Technical & Professional Writing |
| MCOM | 2743 Photojournalism |
| MCOM | 2753 Introduction to Audio Production |
| MCOM | 3063 Emerging Media |
| MCOM | 3333 Intermediate Photography |
| MCOM | 3343 Imaging for Media |
| MCOM | 3863 Radio and Podcast Production |
| MCOM | 3873 Intermediate Video Production |
| MCOM | 4123 Short Film Production |
| MCOM | 4223 Conceptual Art Photography |
| MCOM | 4233 Documentary Production |
| MCOM | 4711-3 Professional Internship |
| MCOM | 4733 Contemporary Issues in Mass Comm |
| MCOM | 4813 Public Relations Writing |
| MCOM | 4981-4 Seminar in Mass Comm (Subject named in title listing) |
| MCOM | 4991-4 Ind Study in Mass Comm (Subject named in title listing) |
| MKTG | 3313 Principles of Marketing |
| MKTG 3 | 813 Professional Selling |

**III. Minor (Not Required)**

**IV. Electives** **19**

**V. Total Hours Required** **120**

**VI. Special Requirements**

**Note 1:** Students declaring a Mass Communication major starting in fall 2015 semester or later, must successfully complete one semester of SFA 1000 Cultural Attendance (zero hours credit, P/NP graded). Additional information is available in the office of the Director of the School of Fine Arts.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# MASS COMMUNICATION
## Media Production Concentration
## Bachelor of Science

**Major Code -- 0494**

**I. General Education (44 HOURS)**

Hours needed **44**

Includes recommended math course--MATH 1413 and recommended communication course COMM 2253

**II. Major in Mass Communication** **57**

**A. Required in Mass Communication Core:** 33

| | |
|---|---|
| ART | 1123 Computers for Creatives |
| ART | 2943 Principles of Graphic Design |
| MCOM | 1713 Introduction to Photography |
| MCOM | 1733 Introduction to Mass Media |
| MCOM | 1813 Introduction to Video Production |
| MCOM | 2733 Writing for Media I |
| MCOM | 3013 Media Practicum |
| MCOM | 3053 Social Media Management |
| MCOM | 3783 Writing for Media II |
| MCOM | 3853 Media Ethics and Law |
| MCOM | 4012 Career Preparation |
| MCOM | 4611 Senior Portfolio in Mass Comm |
| SFA | 1000 Cultural Attendance |

**B. Required for Concentration in Media Production** 12

| | |
|---|---|
| MCOM | 2753 Intro to Audio Production |
| MCOM | 3333 Intermediate Photography |
| MCOM | 3343 Imaging for Media |
| MCOM | 3873 Intermediate Video Production |

**C. Required Electives** 12

Select 12 hours from the following:

| | |
|---|---|
| ART | 2153 Typography I |
| ART | 3303 Motion Graphics |
| ART | 3943 Graphic Design I |
| ENG | 3143 Introduction to Film |
| MCOM | 2743 Photojournalism |
| MCOM | 3023 Audio Engineering I |
| MCOM | 3043 AR/VR Production |
| MCOM | 3063 Emerging Media |
| MCOM | 3823 Advertising |
| MCOM | 3843 Advertising Copy and Layout |
| MCOM | 3863 Radio and Podcast Production |
| MCOM | 3893 Public Relations |
| MCOM | 4023 Audio Engineering II |
| MCOM | 4123 Short Film Production |
| MCOM | 4223 Conceptual Art Photography |
| MCOM | 4233 Documentary Production |
| MCOM | 4313 Advanced Video Production |
| MCOM | 4323 Ad/PR Campaigns (Subject named in title list ing) |
| MCOM | 4711-3 Professional Internship |
| MCOM | 4733 Contemporary Issues in Mass Comm |
| MCOM | 4813 Public Relations Writing |
| MCOM | 4981-4 Seminar in Mass Comm (Subject named in title listing) |
| MCOM | 4991-4 Ind Study in Mass Comm (Subject named in title listing) |

**III. Minor (Not Required)**

**IV. Electives** **19**

**V. Total Hours Required** **120**

**VI. Special Requirements**

**Note 1:** Students declaring a Mass Communication major starting in fall 2015 semester or later, must successfully complete one semester of SFA 1000 Cultural Attendance (zero hours credit, P/NP graded). Additional information is available in the office of the Director of the School of Fine Arts.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# MASS COMMUNICATION
## Strategic Communication Concentration
## Bachelor of Science

**Major Code 0495**

**I. General Education (44 HOURS)**

Hours needed **44**

**II. Major in Mass Communication** **57**

**A. Required in Mass Communication Core** 33

| | |
|---|---|
| ART | 1123 Computers for Creatives |
| ART | 2943 Principles of Graphic Design |
| MCOM | 1713 Introduction to Photography |
| MCOM | 1733 Introduction to Mass Media |
| MCOM | 1813 Introduction to Video Production |
| MCOM | 2733 Writing for Media I |
| MCOM | 3013 Media Practicum |
| MCOM | 3053 Social Media Management |
| MCOM | 3783 Writing for Media II |
| MCOM | 3853 Media Ethics and Law |
| MCOM | 4012 Career Preparation |
| MCOM | 4611 Senior Portfolio in Mass Comm |
| SFA | 1000 Cultural Attendance |

**B. Required for Strategic Communications** 12

| | |
|---|---|
| COMM | 2153 Interpersonal Communication |
| COMM | 3133 Organizational Communication |
| COMM | 3243 Presentational Communication |
| COMM | 3613 Group Dynamics |

**C. Required Electives** **12**

Select 12 hours from the following:

| | |
|---|---|
| COMM | 3213 Persuasion |
| COMM | 4013 Crisis Communication |
| COMM | 4423 Intercultural Communication |
| ENG | 3183 Technical & Professional Writing |
| MCOM | 2743 Photojournalism |
| MCOM | 2753 Introduction to Audio Production |
| MCOM | 3063 Emerging Media |
| MCOM | 3333 Intermediate Photography |
| MCOM | 3343 Imaging for Media |
| MCOM | 3823 Advertising |
| MCOM | 3843 Advertising Copy and Layout |
| MCOM | 3863 Radio and Podcast Production |
| MCOM | 3873 Intermediate Video Production |
| MCOM | 3893 Public Relations |
| MCOM | 4223 Conceptual Art Photography |
| MCOM | 4233 Documentary Production |
| MCOM | 4313 Advanced Video Production |
| MCOM | 4323 Ad/PR Campaigns (Subject named in title listing) |
| MCOM | 4711-3 Professional Internship |
| MCOM | 4733 Contemporary Issues in Mass Comm |
| MCOM | 4813 Public Relations Writing |
| MCOM | 4981-4 Seminar in Mass Comm (Subject named in title listing) |
| MCOM | 4991-4 Ind Study in Mass Comm (Subject named in title |

**III. Minor (Not Required)**

**IV. Electives** **19**

**V. Total Hours Required** **120**

**Note 1:** Students declaring a Mass Communication major starting in fall 2015 semester or later, must successfully complete one semester of SFA 1000 Cultural Attendance (zero hours credit, P/NP graded). Additional information is available in the office of the Director of the School of Fine Arts.

The OSHRE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy options (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements

**Minor in Mass Communication - 490A**

MCOM 1733 Introduction to Mass Media

Select 15 hours from the following courses:
(at least six hours must be 3000-4000 level courses)

MCOM 1713 Introduction to Photography
MCOM 1813 Introduction to Video Production
MCOM 2733 Writing for Media I
MCOM 2743 Photojournalism
MCOM 2753 Intro to Audio Production
MCOM 3333 Intermediate Photography
MCOM 3343 Imaging for Media
MCOM 3783 Writing for Media II
MCOM 3823 Advertising
MCOM 3843 Advertising Copy and Layout
MCOM 3853 Media Ethics and Law
MCOM 3863 Radio and Podcast Production
MCOM 3873 Studio Video Production
MCOM 3893 Public Relations
MCOM 4123 Short Film Production
MCOM 4223 Conceptual Art Photography
MCOM 4233 Documentary Production
MCOM 4313 Advanced Video Production
(Subject named in title listing)
MCOM 4323 Ad/PR Campaigns
(Subject named in title listing)
MCOM 4733 Contemp Issues in Mass Communications
MCOM 4813 Public Relations Writing
MCOM 4863 Television Studio Production
MCOM 4981-4 Seminar in Mass Comm
(Subject named in title listing)
MCOM 4991-4 Individual Study in Mass Comm
(Subject named in title listing)

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Minor in Media/Graphic Arts - 680B**
**(for majors in Mass Communication)**

ART 1133 Drawing I
ART 1213 Two Dimensional Design
ART 3923 Digital and Electronic Art I
ART 3943 Graphic Design I
ART 4923 Digital and Electronic Art II
MCOM 3333 Intermediate Photography

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

**Minor in Media/Graphic Arts - 680C**
**(for non Mass Communication majors)**

ART 1133 Drawing I
ART 1213 Two Dimensional Design
ART 3923 Digital and Electronic Art I
ART 3943 Graphic Design I
MCOM 1713 Introduction to Photography
MCOM 3343 Imaging for Media

**Minimum Total Hours** **18**

Students are strongly advised to use elective hours to complete course work in MCOM 3333 Intermediate Photography and ART 4923 Digital and Electronic Art II.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

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**Certificate in Mass Communication**
**(Accounts Management) - 5070**

**A. Required in Mass Communication Core** **9**
MCOM 1733 Introduction to Mass Media
MCOM 2733 Writing for Media I
MCOM 3853 Media Ethics and Law

**B. Required in Advertising/Public Relations Core** **9**
MCOM 3823 Advertising
MCOM 3843 Advertising Copy and Layout
MCOM 3893 Public Relations

**C. Management Core** **9**
MGMT 3013 Principles of Management
MGMT 3043 Human Resources Management
MGMT 4623 Leadership

**D. Required Electives** **6**
MCOM 3343 Imaging for Media
MCOM 4813 Public Relations Writing

**Total Hours** **33**

**Certificate in Mass Communication**
**(Social Media Marketing) - 5130**

**A. Required in Mass Communication Core** **9**

ART 1123 Computers for Creatives
MCOM 3053 Social Media Management
MCOM 4733 Contemporary Issues in Mass Communication

**B. Required in Advertising/Public Relations Core** **9**
MCOM 3823 Advertising
MCOM 3843 Advertising Copy and Layout
MCOM 3893 Public Relations

**C. Required Elective Courses**
**9** MCOM 1713 Introduction to Photography
MCOM 3343 Imaging for Media
MCOM 4813 Public Relations Writing

**Total Hours** **27**

# MUSIC
## Instrumental Concentration
## Bachelor of Science

**Major Code -- 0335**

**I. General Education (44 HOURS)**

Hours needed **44**
Includes recommended math course--MATH 1413

**II. Major in Music** **61**

**A. Required in Music Core** 12

| | | |
|---|---|---|
| MUS | 1000 | Performing Arts Recital (enroll each semester) |
| MUS | 1113 | Fundamentals of Music |
| MUS | 1133 | Elementary Harmony & Ear Training |
| MUS | 1233 | Intermediate Harmony & Ear Training |
| MUS | 3113 | Advanced Harmony & Ear Training |
| SFA | 1000 | Cultural Attendance (Must be repeated 2 times) |

**B. Required For Instrumental Concentration** 49

| | | |
|---|---|---|
| MUS | 1511 | Class Instruction in Brass Instru |
| MUS | 1611 | Class Instruction in Woodwind Instru |
| MUS | 1711 | Class Instruction in String Instru |
| MUS | 1811 | Class Instruction in Percussion Instru |
| MUS | 2211 | Band (enroll each semester) |
| MUS | 2422 | Introduction to Music Education |
| MUS | 3211 | Principles of Conducting |
| MUS | 3221 | Band Literature |
| MUS | 3633 | History of Music Through Bach |
| MUS | 3643 | History of Music since Bach |
| MUS | 3831 | Instrumental Conducting |
| MUS | 4113 | Musical Form & Analysis |

Major Instrument (sixteen hours)
Minor Instruments (three hours)
Piano (four hours)

**III. Minor (Not Required)**

**IV. Electives** **15**

**V. Total Hours Required** **120**

**VI. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

**Note 1:** Study in major and minor instruments must include work in brass, percussion, and woodwind choirs. Piano does not apply on this requirement.

**Note 2:** Participation in a music ensemble designated by the department as appropriate for the student's degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.

**Note 3:** Music majors *must* successfully complete eight semesters of MUS 1000 Performing Arts Recital (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the *Music Department Handbook*.

**Note 4:** In some instances, students having suitable proficiency in piano may substitute study in organ for part of the normal requirement in piano.

**Note 5:** Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the senior recital. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.

**Note 6:** ECU requires all music majors to complete a senior Recital. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. The recital requirement cannot be fulfilled through transfer credit. The student's passing grade will indicate successful completion of the recital in the final semester.

**Note 7:** Students declaring a Music major starting in the fall 2015 semester or later, must successfully complete two semesters of SFA 1000 Cultural Attendance (zero hours credit, P/NP graded). Additional information is available in the office of the Director of the School of Fine Arts.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# MUSIC
## Instrumental Concentration - Teacher Certification
## Bachelor of Science

**Major Code -- 0331**

**I. General Education (44 HOURS)**

*6 hours (COMM 1113 and PSYCH 1113) counted in the Major*

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*
Includes recommended math course--MATH 1413

**Other hours needed** **38**

**II. Major in Music** **62**

**A. Required in Music Core** 12

MUS 1000 Performing Arts Recital (enroll each semester)
MUS 1113 Music Theory and Ear Training I
MUS 1133 Music Theory and Ear Training II
MUS 1233 Music Theory and Ear Training III
MUS 3113 Music Theory and Ear Training IV
SFA 1000 Cultural Attendance (Must be repeated 2 times)

**B. Required For Instrumental Concentration - Teacher Certification** 50

MUS 1511 Class Instruction in Brass Instru
MUS 1611 Class Instruction in Woodwind Instru
MUS 1711 Class Instruction in String Instru
MUS 1811 Class Instruction in Percussion Instru
MUS 2111 University Singers (enroll two semesters)
MUS 2211 Band (enroll each semester)
MUS 2422 Introduction to Music Education
MUS 3211 Principles of Conducting
MUS 3221 Band Literature
MUS 3232 Marching Band Techniques
MUS 3633 History of Music Through Bach
MUS 3643 History of Music since Bach
MUS 3831 Instrumental Conducting
MUS 4113 Musical Form & Analysis
MUS 4412 Music in the Elementary School
MUS 4432 Instrumental Music in the School
MUS 4512 Admin of Instru Music Programs
Major Instrument (eight hours)
Minor Instruments (three hours)
Piano (four hours)

**III. Related Work** **6**

**Required General Education** 6

COMM 1113 Fundamentals of Human Comm
PSYCH 1113 General Psychology

**IV. Minor**

Professional Education is used for this minor and no additional minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education.

**VI. Total Hours Required** **136**

**VII. Special Requirements**

**Note 1:** Study in major and minor instruments must include work in brass, percussion, and woodwind choirs. Piano or organ does not apply on this requirement.

**Note 2:** Participation in a music ensemble designated by the department as appropriate for the student's degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.

**Note 3:** Music education majors *must* successfully complete seven semesters of MUS 1000 Recital Attendance (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the *Music Department Handbook*.

**Note 4:** In some instances, students having suitable proficiency in piano may substitute study in organ for part of the normal requirement in piano.

**Note 5:** Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the student-teaching semester. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.

**Note 6:** ECU requires all music majors to complete a senior Recital. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. These requirements may not be met during the student teaching semester, and the recital requirements cannot be fulfilled through transfer credit. The student's passing grade will indicate successful completion of the recital in the final semester.

**Note 7:** Students declaring a Music major starting in the fall 2015 semester or later, must successfully complete two semesters of SFA 1000 Cultural Attendance (zero hours credit, P/NP graded). Additional Information is available in the office of the Director of the School of Fine Arts.

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.

# MUSIC
## Vocal Concentration
## Bachelor of Science

**Major Code -- 0337**

**I. General Education (44 HOURS)**

*3 hours (foreign language) counted in the Major*
Includes recommended math course--MATH 1413

**Other hours needed** **41**

**II. Major in Music** **58**

**A. Required in Music Core** 12

MUS 1000 Performing Arts Recital (enroll each semester)
MUS 1113 Music Theory and Ear Training I
MUS 1133 Music Theory and Ear Training II
MUS 1233 Music Theory and Ear Training III
MUS 3113 Music Theory and Ear Training IV
SFA 1000 Cultural Attendance (Must be repeated 2 times)

**B. Required For Vocal Concentration** 46

MUS 1121 Vocal Diction I
MUS 1711 Class Instruction in String Instru
MUS 2111 University Singers (enroll each semester)
OR 2131 Small Vocal Ensemble (scheduled by specific time)
MUS 2422 Introduction to Music Education
MUS 3211 Principles of Conducting
MUS 3241 Vocal Diction II
MUS 3321 Choral Literature
MUS 3621 Vocal Pedagogy
MUS 3633 History of Music Through Bach
MUS 3643 History of Music since Bach
MUS 3871 Choral Conducting
MUS 4113 Musical Form & Analysis
Major Instrument--Voice (sixteen hours)
Minor Instrument--Piano (four hours)

**III. Related Work** **6**

**A. Required General Education** 3

Select one of the following:
FREN 1113 Elementary French I
GER 1113 Elementary German I
LATIN 1113 Elementary Latin I
RUSS 1113 Elementary Russ I
SPAN 1113 Elementary Span I

**B. Required Related Electives** 3

Select one of the following:
FREN 1223 Elementary French II
GER 1223 Elementary German II
LATIN 1223 Elementary Latin I
RUSS 1223 Elementary Russ I
SPAN 1223 Elementary Span I

**IV. Minor (Not Required)**

Students who wish to prepare for a career in Music Business may complete the minor in Business Administration for Music Majors - 070D.

**V. Electives** **15**

**VI. Total Hours Required** **120**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

**Note 1:** In some instances, students having suitable proficiency in piano may substitute study in organ for part of the normal requirement in piano.

**Note 2:** Participation in a music ensemble designated by the department as appropriate for the student's degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.

**Note 3:** Music majors *must* successfully complete eight semesters of MUS 1000 Performing Arts Recital (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the *Music Department Handbook.*

**Note 4:** Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the senior recital. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.

**Note 5:** ECU requires all music majors to complete a senior Recital. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. The requirement cannot be fulfilled through transfer credit. The student's passing grade will indicate successful completion of the recital in the final semester.

**Note 6:** Students declaring a Music major starting in the fall 2015 semester or later, must successfully complete two semesters of SFA 1000 Cultural Attendance (zero hours credit, P/NP graded). Additional information is available in the office of the Director of the School of Fine Arts.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# MUSIC
## Vocal Concentration - Teacher Certification
## Bachelor of Science

**Major Code -- 0333**

**I. General Education (44 HOURS)**

*6 hours (COMM 1113 and PSYCH 1113) counted in the Major*

*Demonstrate novice high competency in a foreign language or complete a Foreign Language or American Sign Language course with a C or higher.*
Includes recommended math course--MATH 1413

**Other hours needed** **38**

**II. Major in Music** **62**

**A. Required in Music Core** 12

MUS 1000 Performing Arts Recital (enroll each semester)
MUS 1113 Music Theory and Ear Training I
MUS 1133 Music Theory and Ear Training II
MUS 1233 Music Theory and Ear Training III
MUS 3113 Music Theory and Ear Training IV
SFA 1000 Cultural Attendance (Must be repeated 2 times)

**B. Required For Vocal Concentration - Teacher Certification** 48

MUS 1121 Vocal Diction I
MUS 1521 Class Instruction in Wind Instru
MUS 1711 Class Instruction in String Instru
MUS 1811 Class Instruction in Percussion Instru
MUS 2111 University Singers (enroll each semesters)
OR MUS 2131 Small Vocal Ensemble (scheduled by specific time)
MUS 2422 Introduction to Music Education
MUS 3211 Principles of Conducting
MUS 3241 Vocal Diction II
MUS 3321 Choral Literature
MUS 3621 Vocal Pedagogy
MUS 3633 History of Music Through Bach
MUS 3643 History of Music since Bach
MUS 3871 Choral Conducting
MUS 4113 Musical Form & Analysis
MUS 4412 Music in the Elementary School
MUS 4532 Vocal Music in the Secondary School
Major Instrument--Voice (eleven hours)
Minor Instruments--Piano (six hours)

**III. Related Work** **6**

**Required General Education** 6
COMM 1113 Fundamentals of Human Comm
PSYCH 1113 General Psychology

**IV. Minor**

Professional Education is used for the minor and no additional minor is required.

**V. Professional Education** **30**

For course requirements see Professional Education.

**VI. Total Hours Required** **134**

**VII. Special Requirements**

**Note 1:** In some instances, students having suitable proficiency in piano may substitute study in organ for part of the normal requirement in piano.

**Note 2:** Participation in a music ensemble designated by the department as appropriate for the student's degree program is required each fall and spring semester at ECU, except for the student teaching semester of music education majors.

**Note 3:** Music education majors *must* successfully complete seven semesters of MUS 1000 Performing Arts Recital (zero hours credit, P/NP graded). Additional information, including modification of the requirement for transfers who were music majors at their previous institution, is given in the *Music Department Handbook.*

**Note 4:** Proficiency tests in Piano, in Theory and in Applied Music must be taken at the end of the sophomore year or its equivalent; transfer students must take these proficiency tests during their first week of classes at ECU. Re-examination will be permitted, but the tests must be passed before the student-teaching semester. In Applied Music, a Proficiency Jury must be passed in order to enroll in 3000-level courses.

**Note 5:** ECU requires all music majors to complete a senior Recital. The recital sequence requires performing and passing a preview recital at least 30 days prior to the senior recital. These requirements may not be met during the student teaching semester, and the recital requirements cannot be fulfilled through transfer credit. The student's passing grade will indicate successful completion of the recital in the final semester.

**Note 6:** Students declaring a Music major starting in the fall 2015 semester or later, must successfully complete two semesters of SFA 1000 Cultural Attendance (zero hours credit, P/NP graded). Additional information is available in the office of the Director of the School of Fine Arts.

The OSRHE computer proficiency graduation requirement will be met through the completion of the courses EDUC 4611 Field Experience III and EDUC 4632 Educational Technology Integration Strategies (including equated or substituted courses), both of which are required courses in the professional education sequence.

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### Minor in Music - 330E

MUS 1000 Performing Arts Recital (4 semesters)
MUS 1113 Music Theory and Ear Training I

Major Applied Area - 4 hours (taken in 4 semesters)

Ensembles- 4 hours (from MUS 2111, MUS 2211, MUS 2311, MUS D2131, MUS O2131)

Select three of the following:
MUS 3503 History of Musical Theatre
MUS 1133 Music Theory and Ear Training II
MUS 2533 Music in Life
MUS 3633 History of Music through Bach
MUS 3643 History of Music since Bach

**Minimum Total Hours** **20**
Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# NATIVE AMERICAN STUDIES

## Bachelor of Arts — Major Code -- 0590

**I. General Education (44 HOURS)**

*6 hours (ANTH 2523 and 2713) counted in the Major*
Includes recommended math course-- MATH 1413

**Other hours needed** **38**

**II. Major in Native American Studies** **36**
(At least 24 hours must be at the 3000-4000 level)

**A. Required General Education** 6
ANTH 2523 Native Peoples of North America
ANTH 2713 Intro to Cultural Anthropology

**B. Required in Native American Studies Core** 12
NAS 1113 Introduction to Native American Studies
NAS 3003 Tribal Sovereignty & Fed Indian Pol **OR**
NAS 3013 Intro to Native American Language
NAS 4113 Research in Native American Studies
NAS 4223 Internship in Native American Studies

**C. Required Electives** 18
Select 18 hours from the following:
ANTH 2003 Intro to Cultural Resource Management
ANTH 3003 Archaeological Theory and Methods
ANTH 4503 Public Archaeology Field School (repeatable for 6 credit hours)
ANTH 4981-4 Seminar in Cultural Resource Management (Subject named in title listing)
BUS 3013 Native American Economic Development
GEOG 3613-5 Field Studies in Regional Geography
LS 4143 Introduction to Native American Law
NAS 2113 Chickasaw Humanities: Comparing Cultures
NAS 2123 Chickasaw Humanities: Chickasaw Culture
NAS 4981-4 Seminar in Native American Studies (Subject named in the title listing)
PS 3193 Tribal Politics
SOC 3003 Native American Sociology
SOWK 4113 The Indian Child Welfare Act

Other approved hours with significant content relating to Native American Studies may be substituted.

**III. Minor (Not Required)**

**IV. Electives** **46**

**V. Total Hours Required** **120**

**VI. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Native American Studies - 590A**

ANTH 2523 Native Peoples of North America

Fifteen other hours approved by the Chickasaw Nation Native American Studies Chair.

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# NATIVE AMERICAN STUDIES
## Cultural Resource Management Concentration
## Bachelor of Arts

**Major Code -- 0591**

**I. General Education (44 HOURS)**
*3 Hours (ANTH 2713) counted in the major*

Includes recommended math course-- MATH 1413

**Other hours needed** **39**

**II. Major in Native American Studies** **36**
At least 24 hours must be at the 3000-4000 level

**A. Required General Education** 6
ANTH 2523 Native Peoples of North America
ANTH 2713 Intro to Cultural Anthropology

**B. Required in Native American Studies**
**Core** 12
NAS 1113 Introduction to Native American Studies
NAS 3003 Tribal Sovereignty and Federal Indian Policy **OR**
NAS 3013 Intro to Native American Language
NAS 4113 Research in Native American Studies
NAS 4223 Internship in Native American Studies

**C. Required for Concentration in Cultural Resource Management** 12
Must complete three hours of Seminar:
ANTH 2003 Intro to Cultural Resource Management
ANTH 3003 Archaeological Theory and Methods
ENG 3183 Technical and Professional Writing **OR**
LS 4143 Introduction to Native American Law
MCOM 2733 Writing for Media I

**D. Required Electives** 6
Select six hours from the following:
ANTH 4503 Archaeology Field School
ANTH 4981-4 Seminar in Cultural Resource Mgmt (Subject named in title listing)
CHI 1113 Chickasaw I
CHI 2113 Chickasaw II
CHI 3113 Chickasaw III
CHI 4113 Chickasaw IV
PS 4433 Public Policy Making
SOC 3003 Native American Sociology

**III. Related Work** **3**
Required General Education
PS 2113 Intro to Political Science 3

**IV. Minor (Not Required)**

**V. Electives** **42**

**VI. Total Hours Required** **120**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

# POLITICAL SCIENCE

## Bachelor of Arts — Major Code -- 0181

**I. General Education (44 HOURS)**

*6 hours (PS 1113 and PS 2113) counted in the Major*
Includes recommended math course-- MATH 1413

**Other hours needed** **38**

**II. Major in Political Science** **36**
(At least 15 hours must be at the 3000-4000 level)

**A. Required General Education** 6
PS 1113 U.S. Government
PS 2113 Introduction to Political Science

**B. Required in the Political Science Major** 6
PS 3163 Political Science Research Methods
PS 4883 Political Science Capstone

**C. Required Political Science Electives** 24
Select 24 hours from the following:
LSPS 2153 Introduction to Law
LSPS 4113 International Law
LSPS 4883 Jurisprudence
LSPS 4981-4 Seminar
PS 2213 U. S. Governmental Issues and their Politics
PS 2881-4 Special Studies in Government
LSPS 3113 Constitutional Law: Issues of National
LSPS 3133 Civil Rights and Liberties
LSPS 3143 First Amendment Law
PS 3173 Campaigns and Elections
PS 3183 Women in Politics
PS 3193 Tribal Politics
PS 3413 The U.S. Legislatures
PS 3523 Political Philosophy
PS 3613 U.S. Political Thought
PS 3723 Oklahoma Politics
PS 3823 Introduction to Public Management
PS 3913 International Relations
PS 4113 Political Parties
PS 4163 Post Soviet-Bloc Politics
PS 4353 Study of War
PS 4433 Public Policy Making
PS 4513 Modern Political Thought
PS 4823 U.S. Foreign Policy
PS 4941-6 Internship
PS 4981-6 Seminar in Political Science
PS 4991-4 Individual Study in Political Science
PSCOM 3863 Mass Media and U.S. Politics

**III. Minor (Required)** **18-21**

**IV. Electives** **29-32**

**V. Total Hours Required** **124**

**VI. Special Requirements**

**"**Teachers" or "methods" courses do not count in the major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

### Minor in Political Science - 180A

PS 2113 Introduction to Political Science

15 hours other Political Science courses (at least 6 hours of 3000-4000 level courses)

**Minimum Total Hours (above PS 1113)** **18**

"Teachers" or "methods" courses do not count in the minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

# SOCIAL WORK

## Bachelor of Social Work — Major Code -- 0500

**I. General Education (44 HOURS)**

*10 hours (BIOL 1114, PSYCH 1113, SOC 1113) counted in the Major*

**Other hours needed** **34**
Includes recommended math course -- MATH 1223

**II. Major in Social Work** **46**

| | | |
|---|---|---|
| HURES | 2083 | Human Behav and Social Env I |
| HURES | 2103 | Interviewing Techniques |
| HURES | 3183 | Case Management Practice |
| HURES | 3763 | Group Processes and Practice |
| SOWK | 2273 | Intro to Social Work & Social Welfare |
| SOWK | 2521 | Professional Skills for Soc Work & Soc Welfare |
| SOWK | 3013 | Social Work Practice I |
| SOWK | 3613 | Social Welfare Policy & Services |
| SOWK | 3833 | Research Methods in Social Work |
| SOWK | 4423 | Human Behavior & Social Environment II |
| SOWK | 4494 | Social Work Practice II |
| SOWK | 4892 | Integrative Seminar in Social Work |
| SOWK | 4946 | Internship in Social Work |
| SOWK | 4946 | Internship in Social Work* |

* Internship in Social Work is not offered during summer semester.

**III. Related Work** **10**

**A. Required General Education** 10

| | | |
|---|---|---|
| BIOL | 1114 | General Biology (Satisfies general education requirement and must be completed prior to enrollment in HURES 2083 Human Behavior and Social Environment I.) |
| PSYCH | 1113 | General Psychology (Satisfies general education requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Techniques.) |
| SOC | 1113 | Introduction to Sociology (Satisfies general education requirements and must be completed prior to enrollment in HURES 2083 Human Behav and Soc Env I and HURES 2103 Interviewing Techniques.) |

**IV. Minor (Not Required)**

**V. Electives** **34**
It is recommended that the Social Work major select elective courses from the Department of Professional Programs in Human Services or a related field.

**VI. Total Hours Required** **124**

**VII. Special Requirements**

"Teachers" or "methods" courses do not count in the major.

An earned grade of C or higher is required of all Social Work courses to count in the Social Work Major.

The OSRHE computer proficiency graduation requirement will be met through completion of one of the courses in the institution's general education computer literacy option (including equated or substituted courses) or testing out of the challenge exam for one of these courses (all courses may not have challenge exams), OR successful completion of an associate of arts or associate of science degree at an Oklahoma two-year college in which the computer skills requirement was met. Satisfaction of this requirement may not reduce or remove any program requirements.

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**Minor in Social Work**

**For Majors in Professional Programs in Human Services Fields - 500A**

| | | |
|---|---|---|
| SOWK | 2273 | Intro to Social Work & Soc Welfare |
| SOWK | 2521 | Professional Skills for Soc Work & Soc Welfare |
| SOWK | 3613 | Social Welfare Policy & Services |
| SOWK | 4423 | Human Beh & Soc Env II |

Eight hours of electives approved by Social Work faculty

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

**For Majors Not in Professional Programs in Human Services Fields - 500B**

| | | |
|---|---|---|
| HURES | 2103 | Interviewing Techniques |
| HURES | 3183 | Case Management Practice |
| SOWK | 2273 | Intro to Social Work & Social Welfare |
| SOWK | 2521 | Professional Skills for Soc Work & Soc Welfare |
| SOWK | 3613 | Social Welfare Policy & Services |

Five hours of electives approved by Social Work faculty

**Minimum Total Hours** **18**

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.

**Minor in Sociology - 410A**

SOC 1113 Introductory Sociology
SOC 2113 Social Problems
12 Hours other Sociology courses

**Minimum Total Hours** **18**

"Teachers" or "methods" courses do not count in the minor.

Must earn three hours of upper division work at ECU towards minor to complete minor residency requirement.



## Section IX

# OBTAINING TEACHERS' CERTIFICATES, NURSES' LICENSES, AND COLLEGIATE OFFICER CERTIFICATION

## GENERAL REGULATIONS

### Certificates

East Central University's Certification processes are overseen by The Office of Educational Quality and Accountability. "Pursuant to SB1797, effective July 1, 2014, the Oklahoma Commission for Teacher Preparation (OCTP) consolidated with the Office of Educational Quality and Accountability (OEQA). The responsibilities of the OCTP, enacted by legislation HB1549 passed in 1995, remains the same, creating a competency-based teacher preparation system that would ensure competent and qualified teachers in every classroom. The agency assumes three primary responsibilities: the accreditation of teacher preparation programs, the assessment of teacher candidates, and the ongoing growth and development of classroom teachers across the state."

*Kinds of Certificates*

A. Early Childhood School Certificate (Grades PK-3)
B. Elementary School Certificate (Grades 1-8)
C. Elementary-Secondary School Certificate (Grades PK-12)
D. Secondary School Certificate (Grades 6-12)
E. School Service Personnel Certificate

*Types of Certificates*

The endorsement on the face of the certificate, according to the approved certificate program completed, indicates the *type* of certificate that has been issued.

*Classes of Certificates*

The *class* of the certificate determines its term of validity. The present classes of certificates are:

A. Standard Certificate - The Standard Certificate has a five year term of validity and a provision for renewal upon compliance with prescribed conditions.

B. Emergency Certificate (one year validity) - This certificate is issued only in emergency cases upon the request and recommendation of a local school superintendent who shall state the school's intention to employ the applicant if the certificate is granted. All such certificates are valid only within the school district upon whose request they are granted.

C. Alternative Certificate (three year validity) - The Oklahoma Alternative Placement Program provides an opportunity for individuals with non-teaching degrees to teach in Oklahoma accredited schools.

D. Provisional Certificate (one year validity) - The Non-Traditional Route to Special Education Teacher Certification provides a method for individuals with a minimum of a bachelor's degree to obtain a special education certification. Candidates must complete a 150-hour program that includes 120 hours of special education training known as "Boot Camp" and 30 hours of field experience. Upon completion the State Board of Education will issue a one-year provisional certificate to teach in the area of mild/moderate disabilities grades Pre K-12.

*Certificate Requirements*

The general requirements which must be met for each class of certificate are detailed below. Additional minimum requirements for each approved program are described in detail later in this document under each program heading, e.g., Elementary, Music, and Science.

A. *Standard Certificate (undergraduate)* - To be eligible for a Standard Certificate, the applicant shall have:

1. Completed an approved certificate program at an accredited college or university which includes a minimum of the following:

   a. A baccalaureate degree,
   b. Forty-four (44) semester hours in general education,
   c. Thirty (30) semester hours of credit in professional education, and
   d. Forty-nine (49) semester hours of credit in the area of specialization and related areas (see individual certificate programs for specific course work required in the area of specialization and related areas).

2. Passed the state assessments in the teaching area(s) for which the certificate is sought.

B. *Emergency Certificate* - Emergency certification should only be requested when the district has exhausted every option to find an appropriately certified person for the open position. See Oklahoma Department of Education website for procedure.

C. *Additional Certification Issues* - By law 70 O.S. 6-180 et.seq. effective September 1, 1999, Oklahoma's teacher certification became competency-based. Competency for initial licensure is determined by meeting an Oklahoma higher education institution's teacher education program and passing competency examinations. Additional subject area may be added to a certificate by passing the appropriate competency examination(s).

D. *Alternative Certification* - Oklahoma Alternative Placement Program provides an opportunity for individuals with non-teaching degrees to teach in Oklahoma accredited schools. The eligibility requirements are:

1. Qualifications

   a. Have a minimum of a baccalaureate degree from an accredited college/university
   b. Have a major in a field of study that corresponds to an area of Oklahoma certification for a Secondary Certificate, Elementary/Secondary Certificate
   c, Have at least a 2.5 Cumulative Grade Point Average (GPA)
   d. Document two years of work experience in your degree field or completion of post baccalaureate coursework related to your degree field area. (Refer to the Alternative Placement Information Packet on the Oklahoma State Department of Education website for the complete process http://www.ok.gov/sde/oklahoma-alternative-placement-program-teacher-certification#what)

2. Pass the state assessments OGET and OSAT in your major field of study and submit fingerprint cards for a criminal history record search.

3. Complete a course in reading, teaching skills, and classroom management.

4. Pass the State Assessment (OPTE) within three years.

E. *Administrator Alternative Certification* - Pursuant to HB1390, 70 O.S. 6-189 of the 2005 Oklahoma Legislative Session, East Central University will provide support for candidates who wish to pursue alternative certification for school administration. HB1477 of the 2007 legislative session revised the process for certification for school administrators.

1. Qualifications - Candidates who seek certification for school principal will follow the process established by the state. According to state statute, the standards for alternative certification for superintendents of schools and principals shall include:

   a. the completion of a standard master's degree;
   b. two (2) years of relevant work experience in a supervisory or administrative capacity;
   c. a passing score on the subject area competency examination;
   d. filing with the director of teacher education at an Oklahoma accredited institution of higher education a plan for completing an alternative administrative preparation program within (3) years. Relevant work experience and coursework may be considered and applied to reduce the number of hours needed to earn standard certification.

2. Once all of the above requirements have been met for a selected program or programs, the State Department of Education will issue an alternative certificate for superintendent of schools and/or principals. **The certificate shall not exceed three (3) years and shall not be renewable.**

F. *Specialist Certification* (library-media specialist, school counselor, school psychometrist, school psychologist, speech language pathologist, and reading specialist) requires completion of a graduate program meeting the professional education association standards specific to the profession. Contact the Office Educational Quality and Accountability for the universities offering these programs and for information regarding the required competency examination(s).

G. *Provisional Certification* - Pursuant to HB1233, the State Board of Education will issue a one-year provisional certificate to teach in the area of mild-moderate or severe profound disabilities for grades PK-12. The teacher may renew the certificate two more times if the individual has completed at least six credit hours in a non-traditional route to certification program or toward a master's degree in special education.

1. Qualification- This process is designed for candidates who meet the following criteria:

   a. Have earned any four-year degree from an Institution of Higher Education holding Regional Accreditation
   b. Have a Grade Point Average of 2.75 or higher from a previous degree program
   c. Have a recommendation from a representative at a school district or Institution of Higher Education
   d. Pass a National Background Check

e. Commit to complete a Master's Degree or Certification in Special Education.

2. Candidates who meet the above criteria and are interested in obtaining a nontraditional special education certification may submit an application to the State Department of Education. Candidates must then complete a 150-hour program that includes 120 hours of special education training known as "Boot Camp" and 30 hours of field experience.

*Institutional Recommendation*

An applicant for a certificate which requires completion of an approved certificate program shall be recommended by the preparing institution for the certificate desired if work was completed in Oklahoma.

Evidence of having completed all academic course requirements specified for the certificate desired shall be presented as a part of the application. A statement from the preparing institution declaring the applicant to have completed an approved teacher education program will normally be accepted as satisfying this requirement.

*Education of the Exceptional Child*

After July 1, 1976, no person shall be granted a standard certificate to teach in the public schools of Oklahoma unless he or she has satisfactorily completed a course of two or more semester hours in the education of the exceptional child. The course shall include instruction on identification of children with learning disabilities caused by neurological disorders, mental retardation, and sociological factors. The course shall provide information on methods and techniques for teaching exceptional children, sources of referral and assistance to teachers and parents.

## REQUIREMENTS FOR STANDARD ELEMENTARY, ELEMENTARY-SECONDARY, AND SECONDARY TEACHERS' CERTIFICATES ISSUED THROUGH EAST CENTRAL UNIVERSITY

(See general requirements on preceding pages.)

Required are a bachelor's degree and completion of a program including all work shown in the following. The applicant must have completed in residence at East Central University a sufficient amount of work in professional teacher education and in the teaching field to provide a basis for evaluating his or her readiness for teaching. Grade requirements for certification are given in the College of Education and Psychology Section of this *Catalog*.

### GENERAL EDUCATION 44 hours

General education is based on those studies known as the liberal arts, which embrace the broad areas of the humanities, mathematics, the biological and physical sciences, and the social and behavioral sciences and the oral and written communication skills. College credit used to satisfy the requirements in general education, in an amount not to exceed twelve (12) semester hours, may also be counted in meeting requirements in the field of specialization. College credit used to satisfy the requirements in Professional Education shall not be counted toward meeting requirements in General Education.

A minimum of forty-four (44) semester hours in general education is required, and distributed so that upon successful completion of the general education component, the student will have acquired competencies in each of the following areas:

*Category A*

1. University Studies
2. Written Communication
3. Communication
4. Mathematics
5. United States History and Government
6. Science
7. Humanities and Social Sciences
8. Wellness

### PROFESSIONAL TEACHER EDUCATION AND RELATED WORK

Students seeking certification in early childhood, elementary, secondary, and elementary-secondary areas complete 30 hours of professional education course work. Students majoring in early childhood, elementary, and special education must also complete a minimum of twelve hours of related work in each of four core areas: language arts, social studies, science, and mathematics.

Students who are considering teacher education as a career make application for admission into the Teacher Education Program. Admission requirements are presented in the Department of Education description.

### SPECIALIZED EDUCATION

Students complete appropriate specialized course work to meet degree and/or certification requirements. Specialized course work is offered leading to a degree with certification or certification only in art, early childhood education, elementary education, English - vocational, mathematics, music, science, social studies, special education, and speech and drama. Specific program course requirements can be found in the department descriptions.

In specialized education (the teaching field), sufficient advanced work (a minimum of nine hours) must be completed at East Central University to provide a basis for evaluation of a student's readiness to be recommended for certification.

## OBTAINING A LICENSE AS A REGISTERED NURSE IN OKLAHOMA

The Oklahoma Board of Nursing (OBN) requires mandatory licensure for use of the title "Registered Nurse" and practice of those functions within the scope of practice described in the *Oklahoma Board of Nursing Practice Act and Rules and Regulations.*

To qualify for licensure as a Registered Nurse in the state of Oklahoma, the student must:

a. Successfully complete an approved school of nursing for Registered Nurses as demonstrated by submission of an official transcript.

b. Submit a clean finger-print-based OSBI and FBI criminal background check not more than 90 days old at the time of submission of the application for licensure.

c. Complete and submit an official application for licensure with

appropriate fees.

d. Show proof of citizenship by submitting an Evidence of Status Form. International students must go to the board office with proof of legal residence.

e. Take and pass the NCLEX-RN, CAT licensure examination from the National Council of State Boards of Nursing.

f. Applicants for licensure must be a minimum of 18 years of age.

For additional information, contact:

Oklahoma Board of Nursing
2915 N. Classen Boulevard, Suite 524
Oklahoma City, OK 73106
Phone (405) 926-1800
www.ok.gov/nursing/nclex2.pdf

For licenses in states other than Oklahoma, please contact that state's Board of Nursing. Requirements and fees vary from state to state.

## OBTAINING COLLEGIATE OFFICER CERTIFICATION

Certification as a peace or police officer is provided by the Council on Law Enforcement Education and Training. Peace officer mandates for the State of Oklahoma are established in Oklahoma State Statutes Title 70, Section 3331. Students can complete requisite education and training requirements by successful participation in the Collegiate Officer Program provided by the Criminal Justice Law Enforcement program in the Department of Professional Programs in Human Services. To qualify for certification the student must:

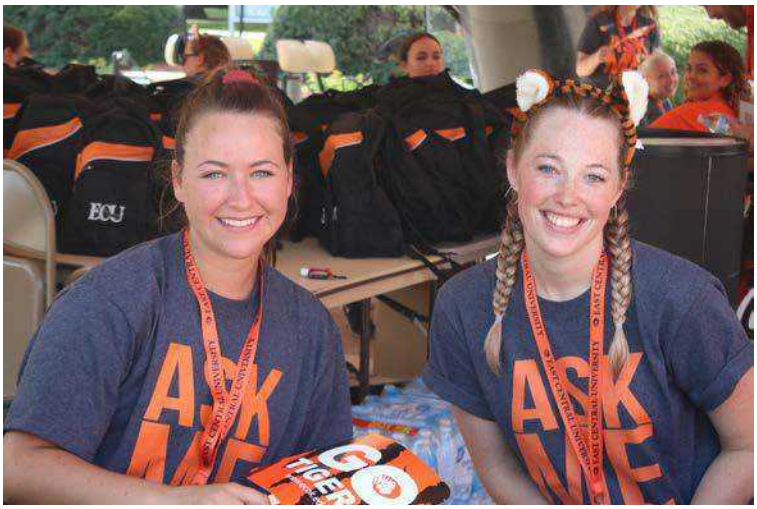
a. Complete selected criminal justice courses, a first aid course, and skills training program prior to award of the bachelor's degree.

b. Prior to "Firearms" training, all students shall be administered a Minnesota Multi-Phasic Personality Inventory (MMPI), or a CLEET approved equivalent psychological examination, by a person qualified to administer such examinations. Examinations shall be evaluated by a licensed psychologist at each student's expense.

c. Obtain a minimum score of 70% on a comprehensive examination covering all Collegiate Officer Program courses.

d. Secure employment with a city, county, or state entity of government as a full-time peace officer.

e. COP students must request, at their own expense, a criminal history clearance from the Oklahoma State Bureau of Investigation and a local records check from their county of residence prior to attending skills training courses. Returns on the criminal history and local records check must be presented to the COP director prior to student enrollment in skills training courses. Returns which indicate prior convictions for felony offenses, or convictions for crimes of moral turpitude, will preclude enrollment in skills training class.




# Section X
# SCHOOL OF
# GRADUATE STUDIES
## Sarah Peters, Dean

### Introduction

Graduate education offers students the opportunity to build upon prior educational achievements to increase knowledge and related skills for career or personal goals. As such, graduate courses assume students possess the commitments and academic skills necessary to approach increased levels of content mastery and application. Correspondingly, faculty will create courses with grading, testing, research and related standards clearly exceeding those reflected in undergraduate education.

East Central University (ECU) offers the following master's degrees, options, certificates, and certifications:

## Harland C. Stonecipher School of Business

### Master of Science in Accounting
### Master of Management in Management

## College of Education and Psychology

### Master of Education

Options:
- Educational Leadership
- Instructional Design and Technology
- Library Media
- School Counseling
- School Psychometry
- Special Education
- Sports Administration

Post-Master Certification:
- School Superintendent

### Master of Science in Psychological Services

Options:
- Counseling Psychology
- School Psychology
- Sport Psychology

Certificates:
- School Psychologist
- School Psychometrist

## College of Liberal Arts and Social Sciences

### Master of Science in Human Resources

Options:
- Clinical Rehabilitation and Clinical Mental Health Counseling

### Master of Arts in Criminal Justice Administration

### Master of Science in Water Resource Policy and Management

## Official University Communications

The University has established email as an official means of communication and assigns all students a University email account for this purpose. Since communications may be time-critical, students are required to read all University email messages frequently and respond to them as may be necessary.

Some information may be sent by US Postal Service or by campus mail. These means are also considered official communication.

All communications sent via these official means are valid and binding regardless of a student's adherence to this policy.

## Graduate Certificates and Certification

Graduate certificates may satisfy some requirements for Licensed Professional Counselor and others. For further information, contact the Dean or Graduate Program Coordinator of the College of Education and Psychology or the Graduate Program Coordinator of the Professional Programs in Human Services Department.

## Graduate Faculty and Graduate Committee

The Graduate Committee, representing the Graduate Faculty, recommends the policies of the Graduate Program, and the Dean of the School of Graduate Studies administers these policies. The Dean of the School of Graduate Studies or any other person designated by both the President of the University and the Dean of the School of Graduate Studies serves as chair of the Graduate Faculty. A graduate student who is currently enrolled in a degree program shall serve as a member of the Graduate Committee.

Graduate courses are taught by the graduate faculty appointed on the basis of their academic qualifications. The student's advisor is chosen from the graduate faculty.

## Admission to the University

Persons desiring admission to the School of Graduate Studies must first be admitted to the University.

1. Complete an ECU Application for Admission/Readmission; and
2. Submit one (1) official transcript from each undergraduate and graduate institution attended, other than East Central University.

## Admission to the School of Graduate Studies

The School of Graduate Studies processes applications for admission to Graduate Studies. Students may be granted unconditional, conditional, provisional, or concurrent admission status. A student seeking admission to a Graduate Degree Program must complete the following steps:

1. Submit all other credentials required for admission to a specific Graduate Degree Program; and
2. Develop a program of study in consultation with an assigned advisor.

## Standards for Admission

1. Hold a baccalaureate degree from an accredited college or university.
2. Meet the academic admission requirements for the Graduate Degree Program sought (see individual Graduate Degree Program requirements).

Admission to one graduate degree program/option does not imply admission to any other graduate degree program/option.

## Admission Categories

### Unconditional Admission

Unconditional admission to a Graduate Degree Program indicates that the applicant has submitted all relevant documents and met all requirements for admission to the University, the School of Graduate Studies, and the specific Graduate Degree Program.

### Conditional Admission

Conditional admission to the School of Graduate Studies may be granted to an applicant who has met all academic requirements for unconditional admission, but has not submitted all documentation required by the Graduate Degree Program. Students with conditional admission may register for courses for one semester. Students must submit all program documentation and be admitted to the graduate degree program to enroll in subsequent semesters.

### Provisional Admission

Provisional admission to the School of Graduate Studies may be granted to an applicant who does not meet all the requirements for unconditional admission to a Graduate Degree Program. Students must submit all required program documents and be approved by the Graduate Degree Program to be admitted. When a student admitted on a provisional basis successfully completes all program provisions, the student will be moved to unconditional admission status. Students failing to meet one or more program provisions will be suspended.

### Concurrent Graduate Study

A senior student who lacks less than a full normal study load and who has completed a minimum of 100 credit hours may be permitted to enroll in courses applicable to a Graduate Degree Program, subject to the following study load provisions:

Fall and Spring Semesters:
1. A maximum of nine (9) undergraduate and six (6) graduate credit hours; or
2. A maximum of twelve (12) undergraduate and three (3) graduate credit hours.

Summer Semester:
1. A maximum of three (3) undergraduate and three (3) graduate credit hours; or
2. A maximum of six (6) graduate credit hours.

No more than six (6) hours in a semester may be applied to a Graduate Degree Program. Graduate credit hours earned may be applied toward either the baccalaureate or graduate degree, but not towards both. Enrollment in graduate courses does not imply admission to the School of Graduate Studies or a graduate degree program. No more than twelve (12) semester hours earned under this policy may be applied to a graduate degree program. Graduate enrollment will be changed to non-graduate if baccalaureate graduation requirements are not met. Students seeking financial aid should meet with their Financial Aid Counselor before enrolling in both graduate and undergraduate courses.

### Non-Degree Seeking Student Admission

A student holding a baccalaureate or higher degree from an accredited institution who wishes to enroll in a graduate course(s) for credit, but who is not seeking current admission to the School of Graduate Studies, may enroll as a Non-Degree Seeking Student. Such enroll-

ment does not constitute admission to a graduate degree program. (See item 3 in the Academic Requirements section below for restrictions on applicability of graduate credits earned in this status toward a graduate degree.)

## Admission Deadlines

Students admitted to the School of Graduate Studies who have submitted all required Graduate Degree Program documentation by October 1 for spring enrollment, and March 1 for summer and fall enrollment, will be informed of their admission status no later than November 1 and April 1, respectively.

Students submitting documentation after the October 1 and March 1 deadline will have their application processed on a first-come, first-served basis.

## Application for Degree

A student must apply for award of a degree according to the deadline specified by the university for the semester in which the degree will be awarded. (Failure to graduate necessitates reapplication.) Application for graduation may be found on Colleague Self-Service.

## Conferring Degrees

Students who have fulfilled all graduate degree program requirements for the master's degree are recommended by the Dean of the School of Graduate Studies to the President of the university for the conferring of their degrees. Attendance at commencement is expected.

## Academic Requirements

(Applicable to all graduate degree programs)

**1. Total Hours**

*Master of Education:*

32 credit hours
- Educational Leadership
- Instructional Design and Technology
- Library Media
- Special Education
- School Psychometry

33 credit hours
- School Counseling
- Sports Administration

*Master of Science in Human Resources:*

60 credit hours
- Clinical Rehabilitation and Clinical Mental Health Counseling

*Master of Arts in Criminal Justice Administration:* 30 hours

*Master of Science in Accounting*: 30 credit hours

*Master of Science in Psychological Services*: 60 credit hours

*Master of Management in Management*: 30 credit hours

*Master of Science in Water Resource Policy and Management*: 30 credit hours

**2. Conditional Admission**

No more than one semester of credit may be applied to a Graduate Degree Program; time limits apply to these credits.

**3. Non-Degree Seeking Admission**

No more than twelve (12) credit hours earned as a non-degree seeking student. Exceptions may be made for those students enrolled in the alternative certification programs.

**4. Retention**

a. Overall GPA

Graduate students must maintain an overall ECU graduate retention grade point average (GPA) of 3.0 or higher to remain academically **in good standing** with the School of Graduate Studies.

b. Course Grades

Graduate students can earn no more than two (2) C's in their graduate degree program to remain academically in good standing with the School of Graduate Studies. Furthermore, students earning a grade of D or F in a course may not count that course toward their graduate degree program requirements. Some programs have more stringent grade requirements.

c. Provisional Admission

When a student admitted on provisional basis meets all of the provisions, the student will be moved to Unconditional Admission. A student failing to meet one or more provisions will be suspended.

d. Academic Probation

1. Any graduate student whose ECU graduate retention GPA is less than 3.0 will be placed on **Academic Probation**. In this status, a minimum graduate retention GPA of 3.0 must be earned each semester or term. When the student's ECU graduate retention GPA reaches 3.0 or higher, the student will be removed from Academic Probation. Failure to earn a 3.0 or higher each semester or term will result in **Suspension** from the graduate degree program.

2. Any graduate student earning a third C or one or more D's or F's will be placed *at a minimum* on **Academic Probation (**In graduate degree programs with more stringent requirements, the student may be **dismissed** from the program). When the student completes the course with an acceptable grade, the student will be removed from Academic Probation.

e. Suspension

A graduate student who has been placed on **Suspension** due to unacceptable grades may petition the Graduate Committee for reinstatement after earning an ECU retention GPA of 3.0 or higher in a minimum of six (6) additional graduate credit hours approved by the student's advisor. Graduate credits taken under suspension may not be eligible for financial aid. Contact the Office of Financial Aid for specific information. A student who has been suspended a second time will be dismissed from the graduate program.

A graduate student whose ECU retention GPA is less than 3.0 at the completion of an approved program may be permitted to register for a maximum of six (6) additional credit hours at ECU in courses approved by the student's advisor and the Graduate Dean. If, after completion of the additional credits, the GPA is still less than 3.0, the student will not be allowed to take additional graduate level work leading toward a graduate degree and will be dismissed from the graduate degree program.

**5. Transfer Credit**

The School of Graduate Studies may accept the transfer of credit earned at other colleges and universities accredited for master's or higher level study by the Higher Learning Commission or a comparable national accrediting association. No grade lower than B will be accepted. Depending upon the graduate degree program, a maximum of nine (9) hours of graduate credit may be transferred, if appropriate. Because of external requirements, some programs may not accept *any* transfer credit.

All transfer hours must be appropriate to the particular program in which the student is enrolled. The graduate degree program determines if a course is acceptable for transfer. The Dean of the School of Graduate Studies gives final approval for all transfer work. All transfer work must adhere to the time limit for completion of a degree.

**6. Seminar and Pass/Fail Credit Limits**

Credit earned in seminars must be germane to the student's Graduate Degree Program and approved by the program director in order to

count toward a graduate degree. No more than three (3) hours of course work graded as pass/fail may count toward a graduate degree. Specific programs may have exceptions for practicums and internships.

**7. Correspondence Study**

Correspondence study does not apply on the master's degree program.

**8. Time Limit for Completion of Degree**

Graduate credit applied towards a graduate degree must be completed within six (6) years prior to the completion of the degree, exclusive of any time spent in the Armed Forces of the United States of America. Work completed more than six (6) years prior to completion of the degree may not be counted toward the degree but may count toward professional certification.

**9. Maximum Study Load**

Nine (9) graduate semester hours during a semester and five (5) graduate semester hours during summer term are considered full-time enrollment. Twelve (12) graduate semester hours during a semester and nine (9) graduate semester hours during a summer term are the recommended maximum study load for a graduate student. All exceptions require the approval of the Graduate Dean.

**10. Certification Courses**

Teachers and other school personnel naming ECU as their parent institution for recertification purposes need to obtain the approval of the Dean of the College of Education and Psychology for the credits they plan to submit for certificate renewal.

**11. Second Master's Degree Requirements**

Students wishing to earn a second master's degree may include a maximum of ten (10) semester hours of credit from the first degree, if applicable to the second degree. Only courses with a minimum grade of B from the first master's degree may be counted. The second degree program must fulfill all of the prescribed requirements for the second master's degree.

This regulation supersedes all other regulations pertaining to the first master's degree regarding transfer work, age of work, and residence requirements. Work on the second master's degree must be completed within four years, exclusive of any time spent in the Armed Forces of the United States of America. All work other than the ten (10) hours allowed from the first master's degree must be from East Central University.

**12. Progress Toward Degree**

Students who have not successfully completed coursework after one year must reapply to the University and the School of Graduate Studies. Students who have not successfully completed course work for two years must reapply to the graduate degree program.

**13. Language Proficiency**

International graduate students are required to meet equivalent academic performance standards as listed above. Additionally, first-time graduate students for whom English is a second language shall be required to present evidence of proficiency in the English language prior to admission, either as first-time students to the system or by transfer from another non-system college or university. The State Regents adopted this policy to ensure that students will have a reasonable chance to succeed at a higher education institution based on their ability to comprehend, read, and write the English language.

Students must meet one of the standards described below to demonstrate their competency in English. Institutions may not waive this admission requirement as part of the alternative admissions category within the State Regents' general policy on admission.

First-Time Graduate Students

1. Standardized Testing. Students must meet the minimum score set by the State Regents on either the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) Examination.

   Results of the TOEFL taken at international testing centers and special testing centers will be accepted at all State System colleges and universities. Results of the TOEFL administered at institutional testing centers shall not be accepted by colleges and universities other than the administering institution.

| **Graduate Students with IEP:** | |
|---|---|
| **TOEFL Test** | **Minimum Score** |
| Internet-Based | 61 |
| Computer-Based | 173 |
| Paper-Based | 500 |
| **IELTS Test** | **5.5** |

2. Intensive English Program (IEP). Students must meet a minimum score set by the State Regents on the TOEFL administered at a special testing center or an international testing center or on the IELTS Examination. In addition, after achieving the required score and immediately prior to admission, successfully complete a minimum of twelve (12) weeks of study at an IEP approved by the State Regents. At least two-thirds of the twelve (12) weeks must be instruction at an advanced level. A list of State Regents' approved IEPs can be found in the State Regents' Academic Affairs Procedures Handbook.

| **Graduate Students with Standardized Testing:** | |
|---|---|
| **TOEFL Test** | **Minimum Score** |
| Internet-Based | 79 |
| Computer-Based | 213 |
| Paper-Based | 550 |
| **IELTS Test** | **6.5** |

3. Graduate students may satisfy the English language requirement by completing a baccalaureate or graduate degree from a college or university where English is the primary teaching language in a country where English is a primary language and that is recognized by professional organizations in the U.S. involved in admissions and international education.

4. Institutional Discretion. In extraordinary and deserving cases, the president or the president's designee may admit a student in lieu of the above requirements. In these situations, the applicant must have demonstrated proficiency in the English language by some other means prior to admission. Such exceptions must be appropriately documented and reported to the State Regents annually.

**14. Grade Appeal Policy**

The University believes students should be given the opportunity to meet with instructors and department chairman to resolve issues concerning assigned grades. Student grade appeals are not intended to interfere with the instructor's right to determine the evaluation process and to perform that evaluation. Evaluation of student academic performance is the professional responsibility of instructors. However, in rare situations, students may believe that the final course grade awarded was inconsistent with stated evaluation expectations.

A student appealing a grade must provide written justification that includes clear and convincing evidence that one or more of the following conditions occurred:

1. An error was made in calculating the grade;
2. Standards used to determine the grade were not consistent with university policies; or
3. The Instructor departed substantially from his or her own written standards without notifying students of the change.

A final course grade appeal should be initiated only after the student has discussed the disputed grade with the instructor of the course. Students may contact instructors any time after grades have been submitted to attempt to resolve the issue. Because instructors may not be available outside semester (fall/spring) class days, the formal appeal process will begin after the start of the following semester (fall/spring). If the instructor is available and the student and instructor reach an agreement that includes a grade change, the instructor will complete the Grade Appeal form and submit it to the Office of Admissions and Records.

If an agreement cannot be reached, the student may proceed with the grade appeal procedure. The suggested timeline can be found at the end of this policy. If the contested grade prevents enrollment, the student may request the appeal process be expedited by contacting the department chair. If the chair and instructor are available and in agreement, the department chair may make an exception to the listed deadlines and agree to begin the appeal process before the start of the following semester. Although the process may be completed in fewer days, the sequence and time-frame for each step will be adhered to if needed.

### NOTES REGARDING THE APPEALS PROCESS:

1. All communications will be via University email.
2. If the student does not respond to their University email from an ECU administrator by the deadline or attend a scheduled meeting, the appeal process is concluded and the grade remains unchanged.
3. The student must submit the Grade Appeal form.
4. If the instructor is no longer employed by the University, the student should contact the department chair to resolve the issue.
5. If the department chair is also the course instructor, the dean of the College/School assumes the responsibilities of the department chair.
6. The student may bring a support person to any meeting(s)/ hearing(s) regarding the grade appeal, but the support person may not participate.
7. As this is an institutional appeal, no legal counsel may be present.
8. For undergraduate grade appeals, the appropriate office is Academic Affairs. For graduate appeals, the appropriate office is the Graduate School.
9. For undergraduate grade appeals the APPROPRIATE OFFICIAL who reviews the appeal information is the Provost. For graduate grade appeals the APPROPRIATE OFFICIAL who reviews the appeal information is the Graduate Dean.

### Procedure

For the Grade Appeal Procedure please refer to page 36 in the catalog.

For more information regarding the Grade Appeal Policy please visit the Grade Appeal page on the ECU website.

# MASTER OF EDUCATION DEGREE

## General Purpose

The Master of Education degree at East Central University offers educators and other professionals in depth study in several specialization areas. Candidates can choose a new program that prepares them for a job in an education related field such as Educational Leadership, Instruction Design and Technology, Special Education, or Sports Administration. Candidates can choose a Post Masters Certification in School Superintendent. Each program offers courses based on best practices in the field and is designed to provide a research foundation from which candidates make informed decisions. Candidates graduate from these programs as professional, reflective, innovative leaders.

The Master of Education degree programs that lead to new certification areas are accredited by the State of Oklahoma and by the Specialty Program Associations affiliated with The Council for the Accreditation of Education Preparation (CAEP). Each specialty program is designed to teach specific program standards which are addressed throughout the program of study. In addition to the specific program standards, all advanced degrees leading to certification are aligned with the following CAEP standards:

1. ECU will ensure that candidates develop a deep understanding of the critical concepts and principles of their discipline and, by completion, are able to use discipline-specific practices flexible to advance the learning of all students toward attainment of college and career-readiness standards.

2. ECU will ensure that effective partnerships and high-quality clinical practice are central to preparation so that candidates develop the knowledge, skills, and professional dispositions necessary to demonstrate positive impact on all P-12 students' learning and development.

3. ECU will demonstrate the quality of candidates is a continuing and purposeful part of its responsibility from recruitment, at admission, through the progression of courses and clinical experiences, and to decisions that completers are prepared to teach effectively and are recommended for certification.

4. ECU will demonstrate the impact of its completers on P-12 student learning and development, classroom instruction, and schools, and the satisfaction of its completers with the relevance and effectiveness of their preparation.

5. ECU maintains a quality assurance system comprised of valid data from multiple measures, including evidence of candidates' and completers' positive impact on P-12 student learning and development. The provider supports continuous improvement that is sustained and evidence based, and that evaluates the effectiveness of its completers. The provider uses the results of inquiry and data collection to establish priorities, enhance program elements and capacity, and test innovations to improve completers' impact on P-12 student learning and development.

The Master of Education programs at ECU that are related to education but are not restricted to certified teachers are Educational Leadership, Instructional Design and Technology, School Psychometry, Sports Administration, and Special Education. The Educational Leadership program is aligned with the Educational Leadership Constituent Council (ELCC) Standards. The Instructional Design and Technology Program is aligned with the Association for Education Communications and Technology standards (AECT), the Secondary Education-Academic Discipline Program is aligned with specific content standards. The Special Education program is aligned with The Council of Exceptional Children (CEC) standards. The Sports Administration Program is aligned with the National Association for Sport and Physical Education standards (NASPE) and the North American Society for Sport Management (NASSM) standards.

A common structure is shared generally within these degree options, all of which lead to the Master of Education degree. The curriculum for each program, however, is designed around specific standards.

## General Regulations for the Program

**I. Admission to the Master of Education Degree**

### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Hold a baccalaureate degree from an accredited institution.
2. Meet one of the following conditions:
   a. Have a minimum cumulative GPA of 2.5 on all undergraduate coursework to date or
   b. Have a minimum GPA of 2.75 in the last sixty (60) hours of coursework or
   c. Have a minimum cumulative GPA of 3.0 on at least nine (9) hours of graduate coursework or
   d. Have a minimum percentile 40% on both verbal and quantitative reasoning score of the GRE or
   e. Have a minimum score of four hundred (400) on the MAT
3. Hold one of the following:
   a. A Standard Teaching Certificate
   b. An Alternative Education acceptance letter (which must be on file)
   c. Written affirmation that the candidate understands the master's degree alone may not, and in many instances will not, lead to state certification until additional state certification requirements have been met. Only specific programs are eligible for this option.
4. Have submitted acceptable program application documents (references, resume, essay questions, etc.)

### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA requirement for unconditional admission, but has not submitted all other required documentation and/or completed the GRE (if required). The documentation and satisfactory completion of testing (if required) must be completed and processed before the student may enroll in a second semester.

### Provisional Admission

Applicants meeting the GPA or testing requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the university is granted. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

### Concurrent Admission

A senior student who lacks less than a full normal study load, has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in graduate courses, subject to the study load provisions and semester hour provisions of the School of Graduate Studies.

## Admission Process

The applicant must:

1. Complete an East Central University Application for Admission/Readmission.
2. Submit the Department of Education admissions forms
   a. Provide transcripts of all work completed (baccalaureate and graduate);
   b. Provide academic and professional information;
   c. Provide name, mailing address, and e-mail of two (2) references;
   d. Submit a teaching or alternative teaching certificate OR a non-teaching verification form; and
   e. Provide responses to the writing exam.
3. Take the GRE, **if applicable**.

**II. Credit Requirements**

The Master of Education degree program requires completion of thirty (30) to thirty-six (36) semester hours of applicable work above the baccalaureate degree. Courses which may apply to the MEd program are those 5000 level courses and appropriate graduate level courses transferred from accredited institutions.

**III. Planning the Program**

Each student will be assigned a faculty graduate advisor upon entering the program and will be expected to work closely with the advisor to design the plan of study throughout the student's program.

**IV. Thesis/Portfolio/Capstone**

A thesis, portfolio, or capstone project is required in the Master of Education program at East Central University.

Students selecting a portfolio option should contact their graduate advisor. Students selecting a thesis option should file an application for thesis study, along with a statement of recommendation from the student's graduate advisor, with the Dean of the College of Education and Psychology.

Once the student's application for thesis study has been approved by the specific degree program, a three-member thesis committee will be appointed. The manuscript style will be that prescribed by the thesis committee. The thesis committee shall be responsible for the final approval of the thesis.

**V. Transfer Work**

A maximum of nine (9) semester hours of graduate credit transferred from other colleges or universities may apply, if appropriate, to the program. The courses must be applicable to the student's Program of Study. Only grades of B or above may be considered for transfer.

**VI. Grade Regulations**

The grades of A, B, C, D, P, F, I, N, W, AW, and WF may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have the following grade point values per semester hour: A-4, B-3, C-2, D-1, F-0, and WF-0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade average.

An incomplete grade may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. It is not a substitute for an "F", and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have satisfactorily completed a substantial portion of the required course work for the semester. "I" grades must be changed by the instructor within one year from the end of the semester in which the "I" was assigned or they will remain as a permanent "I" and not contribute to the student's GPA.

No more than six (6) semester hours of "C" grade may be counted in the master's degree, and the grade average for all graduate courses taken on the degree program must be B (3.0) or above. A grade of B or better must be made in EDUC 5113 Techniques of Research. Credit with grades of D will not satisfy specific degree requirements. Only grades of "P" or F will be assigned to workshops.

A student may repeat a course if approved by the advisor. Only the last grade is counted with reference to graduation requirements. No additional credit is allowed for a repeated course.

An incomplete grade may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. It is not a substitute for an "F", and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have satisfactorily completed a substantial portion of the required course work for the semester. "I" grades must be changed by the instructor within one year from the end of the semester in which the "I" was assigned or they will remain as a permanent "I" and not contribute to the student's GPA.

No more than six (6) semester hours of "C" grade may be counted in the master's degree, and the grade average for all graduate courses taken on the degree program must be B (3.0) or above. A grade of B or better must be made in EDUC 5113 Techniques of Research. Credit with grades of D will not satisfy specific degree requirements. Only grades of "P" or F will be assigned to workshops.

A student may repeat a course if approved by the advisor. Only the last grade is counted with reference to graduation requirements. No additional credit is allowed for a repeated course.

## Degree Options

Students pursuing the Master of Education degree must select one of the following degree options. Such selection shall be made at the time of admission to the graduate program since a change of option may result in the students having completed inapplicable work.

## Educational Leadership
## 0980

The graduate program option for Educational Leadership is designed for the graduate student specializing in administration for grades K-12. Special attention is given to the knowledge, skills and dispositions necessary to become an effective school principal.

**I. Research, Measurement, and Statistics (3 hours)**

EDUC 5113 Techniques of Research

**II. Specialization - School Principal (14 hours)**

EDUC 5533 Fundamentals of Public School Admin
EDUC 5573 Public School Finance
EDUC 5583 Legal Aspects of Education
EDUC 5623 The Principalship
EDUC 5832 Practicum and Portfolio in Public School Admin

**III. Curriculum and Instruction (6 hours)**

EDUC 5173 Fundamentals of Curriculum **OR**
EDUC 5853 Advanced Strategies for Effective Teaching
EDUC 5513 Supervision of Instruction

**IV. Special Phases of Administration (6 hours)**

EDUC 5413 Introduction to Counseling
EDUC 5943 Educational Technology Leadership

**V. Supportive Area (3 hours)**

One of the following:
EDUC 5013 Adv Educational Technology Strategies
EDUC 5023 Educational Aspects of Exceptional Child
EDUC 5133 Modern Philosophies of Education
EDUC 5183 Contemporary Issues in Education
EDUC 5843 Advanced Classroom Management
PSYCH 5313 Advanced Educational Psych
PSYCH 5323 Classroom Behavior Modification

Students should check with the certification officer at East Central University to confirm no changes have been made in state requirements.

## Instructional Design & Technology
## 1040

The Master of Education in Instructional Design & Technology is intended for the individual who desires to develop advanced knowledge and skills in the integration of technology to effectively support teaching and learning. This program offers a specific emphasis on designing, implementing, and evaluating 21st Century digital learning environments.

**I. Program Core (12 hours)**

All of the following (EDUC 5113 should be taken prior to enrollment in EDUC 5702 Educational Technology Capstone or EDUC 5691-2 Thesis):

EDUC 5113 Techniques of Research
EDUC 5133 Modern Philosophies of Education
EDUC 5183 Contemporary Issues in Education
EDUC 5363 Principles of Instructional Design

**II. Specialization (18 hours)**

EDUC 5003 Multimedia Technology
EDUC 5013 Advanced Educational Technology Strategies
EDUC 5603 Survey of Intellectual Property
EDUC 5933 Survey of Emerging technologies
EDUC 5943 Educational Technology Leadership
PSYCH 5313 Advanced Educational Psychology

**III. Capstone/Thesis (2 hours)**

Students will choose EITHER the Capstone or Thesis option. If the capstone option is selected, EDUC 5702 Educational Technology Capstone must be taken in the final semester. If the Thesis option is selected, EDUC 5691-3 Thesis should be taken during the last two semesters of the program. A minimum of two hours of Thesis must be completed.

**Capstone option:**
EDUC 5702 Educational Technology Capstone
OR

**Thesis option:**
EDUC 5691-3 Thesis (course may be repeated)
A maximum of two hours of thesis may be counted toward the degree.

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## Library Media
## 0900

The Master's of Library Media is designed for graduate students planning to become a School Library Media Specialist in grades PreK-12th in public or private educational settings. The intent of the program is to prepare competent, certified School Library Media Specialists in accordance with state and national professional standards and guidelines. All areas of school librarianship, including technology, are emphasized. Special attention is given to the development of the student as a consumer of research along with a major emphasis on the knowledge, skills and attitudes that are necessary to become a School Library Media Specialist.

**I. Program Prerequisite or Co-requisite:**

Prerequisite**:**

EDLBS 4913 Children's Lit or approved equivalent **OR**

Co-requisite:

EDLBS 5913 Advanced Children's Literature

**II. Research, Management, and Statistics (3 hours)**

The following (should be taken in the first 8 hours of graduate study):

EDUC 5113 Techniques of Research

**III. Program Core (18 hours)**

LIBSC 5113 School Library Administration I
LIBSC 5133 Materials Selection
LIBSC 5213 Cataloging and Classification
LIBSC 5233 Information Resources
LIBSC 5923 Young Adult Literature
LIBSC 5973 Curriculum and the School Library

**IV. Specialization (6 hours)**

EDLBS 5333 Administration and Use of Instructional Media
EDUC 5003 Multimedia Technology
EDUC 5363 Principles of Instructional Design
EDUC 5933 Survey of Emerging Technologies
LIBSC 5353 Literacy in the School Library

**V. Practicum and Capstone (2 hours)**

LIBSC 5952 Practicum and Capstone in Library Media

(This course requires departmental approval and should be taken in the final semester.)

**VI. Electives** (3 HOURS or enough to complete 32 hours for program)

EDLBS 5913 Advanced Children's Literature
EDUC 5233 Survey of Teaching Reading
EDUC 5603 Survey of Intellectual Property
LIBSC 5981-4 Seminar in Library Science
(Subject named in title listing)

## School Counseling
## 0843

The graduate program option for the school counselor is designed for the graduate student specializing in counseling at the elementary or secondary level and leads to the Master of Education Degree. Special attention is given to the development of the student as a consumer of research along with a major emphasis on the knowledge, skills, and attitudes that are necessary to become a school counselor.

**I. Research (3 hours)**

The following (should be taken in the first 8 hours of graduate study):

EDUC 5113 Techniques of Research

**II. Professional Ethics and Orientation (3 hours)**

EDUC 5413 Introduction to Counseling
(Should be taken during the first semester)

**III. Foundations of School Counseling (9 hours)**

EDPSY 5163 Cognitive Beh Theories & Meth of Coun & Psychotherapy
EDPSY 5353 Standardized Group Tests
PSYCH 5113 Theories of Personality & Human Behav **OR**
PSYCH 5473 Adv Psych of Childhood & Adolescence

**IV. Specialization (12 hours)**

EDPSY 5363 Career Development
EDPSY 5433 Affective Theories & Tech of Coun & Psychotherapy
EDUC 5453 Developmental Guidance
H/P/E 5443 Advanced Group Counseling

**V. Practicum and Intervention Strategies (6 hours)**

EDUC 5483 Counseling Intervention Strategies
EDUC 5493 Practicum and Capstone in School Couns
(These two courses should be completed concurrently at the end of the program curriculum.)

## School Psychometry
## 1060

This degree focuses on the applied knowledge needed in the development and use of educational and testing skills for student assessment. The curriculum is designed to address the educational and psychological concerns associated with educational assessment of students with routine and special needs in the classroom.

**I. Psychological Foundations (12 hours)**
EDPSY 5353 Standardized Group Tests
EDUC 5023 Educational Aspects of Exceptional Children
PSYCH 5063 Advanced Physiological Psychology
PSYCH 5173 Prof Orientation and Ethics in Clinical Psych

**II. School Psychometry Specialization (18 hours)**
EDPSY 5143 Introduction to School Psych Services
EDPSY 5403 Non-Traditional Assessment
PSYCH 5313 Advanced Educational Psych
PSYCH 5403 Intellectual Assessment
PSYCH 5433 Diagnostic Assessment
PSYCH 5473 Adv Psych of Childhood & Adolescence

**III. Field Experiences (3 hours)**
EDPSY 5693 Practicum in School Psychometry

## Special Education
## 0850

The graduate program option for the special education teacher is designed for the graduate student specializing in teaching students with mild/moderate disabilities in PreK-12th grade. This option leads to a Master of Education Degree. Special attention is given to the development, learning assessment, and collaboration in working with students with mild/moderated disabilities. This is an online program.

**I. Research (3 hours)**

The following (should be taken in the first 8 hours of graduate study):
EDUC 5113 Techniques of Research

**II. Specialization** (27 hours)
EDUC 5023 Educ Aspects of Exceptional Child
EDUC 5093 Identif of & Strat for Stu w/ Beh Disorders
EDUC 5103 Students with Mild & Moderate Disorders
EDUC 5163 Adv Meth for Mild and Moderate Disorders
EDUC 5233 Survey of Teaching Reading
EDUC 5333 Legal Aspects of Special Educ
EDUC 5353 Adv Assessment and Program Dev
EDUC 5743 Collaborative Learning Communities in Special Ed
EDUC 5753 Differentiated Instruction in Special Educ

**III. Practicum** (2 hours)
EDUC 5762 Practicum & Portfolio in Special Educ

**IV. Approved Electives**

Students having equivalent courses as undergraduates should replace courses with electives approved by the advisor.

### Sports Administration
### 1050

The Master of Education in Sports Administration specialization is designed to prepare the professional educator for positions as Head Coach, Athletic Director, or other administrative positions responsible for directing athletic programs. The program is based on specialized courses in athletic administration.

**I. Required Courses (33 hours)**

| | |
|---|---|
| EDUC | 5113 Techniques of Research |
| EDUC | 5133 Modern Philosophies of Education |
| KIN | 5303 Sports Administration |
| KIN | 5313 Sport Facility Management |
| KIN | 5323 Legal Aspects of Sport |
| KIN | 5353 Ethics in Sports Administration |
| KIN | 5413 Principles of Sport Finance |
| KIN | 5423 Marketing & Event Management |
| KIN | 5513 Leadership and Personnel Management |
| KIN | 5613 Practicum in Sports Administration |
| PSYKN | 5523 Sports in American Society |

# Post Master Certification Program

## School Superintendent - 0875

Standard Certificate:

Applicant must hold and maintain a valid Standard Teaching Certificate in Early Childhood, Elementary, Elementary/Secondary, Secondary, Vocational-Technical, Library Medial Specialist, or Speech-Language Pathology. Applicant must hold a Master's Degree and certification as a school principal or meet alternative certification requirements for school principal certification. Applicant must have had two (2) years of successful teaching experience in public or private schools accredited the Oklahoma State Board of Education and two (2) years administrative experience in public or private schools accredited by the State Board of Education. Applicant shall pass the Oklahoma Certification Test for School Superintendent prior to being issued a certificate.

Alternative certification candidates must hold a standard master's degree, have two (2) years of relevant work experience in a supervisory or administrative capacity, receive a passing score on the subject area competency exam, and, submit a plan to the Director of Teacher Education at ECU for completing an alternative certification program within three (3) years. Candidates seeking certification through this route should contact the Director of Teacher Education for more information and specific program and course requirements. An alternative certificate for superintendent of schools shall not exceed three (3) years and shall not be renewable.

### Curriculum

**Standard Certificate**

**A. Required Courses** (16 hours)

| | | |
|---|---|---|
| EDUC | 5062 | Administration Practicum I |
| EDUC | 5072 | Administration Practicum II |
| EDUC | 5523 | School Plant Management |
| EDUC | 5723 | Advanced Legal Aspects of Education |
| EDUC | 5773 | Politics and Governance of American Educ |
| EDUC | 5793 | The Superintendency |

## Alternative Certification

Additional information about alternative certification is available on the School of Graduate Studies home page.

# MASTER OF SCIENCE IN ACCOUNTING DEGREE

## General Purpose and Objectives

The Master of Science in Accounting is designed to prepare students to move into authority positions in manufacturing companies, governmental units, not-for-profit entities, public accounting firms, and other professional or service organizations. The unique combination of human skills, knowledge, and technology imbedded in the curriculum will prepare graduates for these opportunities. Specifically, students should leave the program knowing how to anticipate and meet the changing needs of their customers; utilize and leverage technology in ways that add value to these customers; interpret and provide a broader context to financial and non-financial information; link data, knowledge, and insight together to provide quality advice for strategic decision-making; and, give and exchange information within a meaningful context and with the appropriate delivery and interpersonal skills.

The Program curriculum has been specifically designed to provide an educational experience which will prepare students to successfully complete all portions of the Certified Public Accountant (CPA) exam, while earning an advanced degree. The Program will also qualify graduates to sit for the Certified Management Accountant (CMA) or Certified Internal Auditor (CIA) exams. The MSA Program is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

## General Regulations for the Program

**I. Admission to the Master of Science in Accounting Degree**

Applicants will be evaluated on academic ability, as evidenced by a strong undergraduate record, performance on the Graduate Management Admission Test (GMAT), maturity, motivation, leadership, and communication skills.

### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Have a bachelor's degree from an accredited four-year institution;
2. Have successfully completed the undergraduate pre-requisites;
3. Meet one of the following conditions:
   a. Have a minimum GPA of 3.25 on all undergraduate coursework to date with no work experience;
   b. Have a minimum cumulative GPA of 3.0 on all undergraduate work with five years work experience.
   c. Have a minimum cumulative GPA of 3.0 on at least 9 hours of graduate coursework;
   d. Have a minimum score of 450 on the GMAT.
4. Non-native English speaking students must have a minimum 79 Internet-based, 213 computer-based, or 550 paper-based TOEFL score or a minimum 6.5 IELTS score.
5. Have acceptable program application documents (references, resume, essay questions, etc.)

### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA and TOEFL/IELTS requirements for unconditional admission, but has not submitted all other required documentation and/or completed the GMAT (if required). The documentation and satisfactory completion of the GMAT (if required) must be completed and processed before the student may enroll in a second semester.

### Provisional Admission

Applicants not meeting the GPA or GMAT requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the university. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

Students who meet the GPA requirements, but have not completed some or all of the undergraduate prerequisites, should meet with their advisor to complete a degree plan. All undergraduate pre-requisites must be completed with a B or better.

### Concurrent Admission

A senior student who lacks less than a full normal study load, has completed a minimum of one hundred (100) credit hours, meets the GPA requirements, and has successfully completed ACCT 2103 and ACCT 2203 may be permitted to enroll in graduate courses, subject to the study load provisions and semester hour provisions of the school of Graduate Studies.

### Admission Process

The applicant must:

1. Complete an East Central University Application for Admission/Readmission.
2. Submit the Department of Accounting Admissions forms
   a. Provide transcripts of all work completed (baccalaureate and graduate).
   b. Provide name, mailing address, and e-mail of two references.
   c. Submit resume.
   d. Provide responses to the posed questions.
3. Take the GMAT if applicable.

**II. Credit Requirements**

The program leading to the Master of Science degree in Accounting requires completion of at least thirty hours of applicable work above the bachelor's degree. Courses which may apply on the master's degree program are those 5000 level courses and appropriate graduate level courses transferred from accredited institutions.

**III. Planning the Program**

The students study program leading to the master's degree is developed in consultation with his or her faculty advisor and is carefully related to the student's individual needs. Needs are identified through consideration of undergraduate preparation and immediate and prospective career goals.

**IV. Thesis**

No thesis is required in the Master of Science in Accounting degree program

**V. Transfer Work**

A maximum of nine (9) semester hours of graduate credit earned at other accredited colleges or universities may be accepted as partial fulfillment of the requirements for the master's degree in accounting. No more than three (3) of these hours can be accounting courses. The transfer of all graduate hours must receive prior approval of the Harland C. Stonecipher School of Business Graduate Committee. To be applicable, the graduate credit must meet the following three requirements:

1. The college or university at which the credit was obtained must offer a graduate degree in Business;
2. The content of the course involved must be consistent with the career goals of the student as determined by the student's advisor; and
3. The student must have received an "A" or "B" (or the equivalent) in the course involved.

The student who plans to transfer credit is responsible for assembling sufficient supporting material to allow the department chair and graduate dean to make an adequate evaluation of the transfer credit request.

**VI. Grade Regulations**

The grades of A, B, C, D, P, F, N, W, AW, WF and I may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have grade point values per semester hour as follows: A-4, B-3, C-2, D-1, F-0, and WF-0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade average.

An incomplete grade ("I") may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. It is not a substitute for an "F" and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have satisfactorily completed a substantial portion of the required coursework for the semester. "I" grades must be changed by the instructor within one year from the end of the semester in which the "I" was assigned or they will remain as a permanent "I" and not contribute to the student's GPA.

Students can earn no more than two (2) Cs in graduate courses and must maintain an overall minimum graduate GPA of 3.0 to remain academically in good standing with the School of Graduate Studies. Students earning more than two (2) Cs or a grade of D or F in a course may not count that course toward their graduate degree requirements. See the School of Graduate Studies Academic Probation and Suspension sections in this catalog for more information.

**VII. Ethics and Professional Standards**

The student admitted to the Master of Science in Accounting program needs to familiarize himself or herself with and act in accordance with the ethical standards required by the American Institute of Certified Public Accountants (AICPA) Code of Professional Conduct. Any behavior on the part of the student which may conflict with the standards in the above document will be reviewed by a committee from the Harland C. Stonecipher School of Business faculty consisting of the advisor, an accounting faculty member chosen by the chair, and a Harland C. Stonecipher School of Business faculty member chosen by the student. The committee will have the authority to take any of the following actions: exonerate the student, notify the student and plan appropriate ameliorative action, notify appropriate boards and law enforcement agencies, or dismiss the student from the program.

# Accounting - 0970

**I. Background Courses (Undergraduate Prerequisites)**

The purpose of background courses is to provide a strong base of knowledge for advanced business and accounting studies. Background courses may be waived for students who have successfully completed and achieved a grade of "C" or higher on previous course work addressing a specified content area. Background courses cannot be used to fulfill the 30 hours of MSA graduate courses. The equivalent undergraduate courses may be taken at any accredited four-year institution. Applicants who must satisfy background course requirements may be admitted as non-degree seeking students to take undergraduate courses. The background course requirement is composed of the following courses:

| | | |
|---|---|---|
| ACCT | 3203 | Cost Accounting I |
| ACCT | 3303 | Intermediate Accounting I |
| ACCT | 3383 | Federal Income Tax Accounting |
| ACCT | 3403 | Intermediate Accounting II |
| ACCT | 4503 | Auditing |
| BSEC | 2603 | Business and Economic Statistics |
| BUSLW | 3213 | The Legal Environment of Business |
| ECON | 2013 | Principles of Microeconomics |
| FIN | 3113 | Financial Management |
| MIS | 3433 | Management Information Systems |

**Graduate Courses**

In addition to satisfying the background course requirements, all MSA students must complete 30 hours of graduate courses. Some latitude is allowed in selecting courses. However, students must satisfy all prerequisites of a graduate course before enrolling. The Internship in Accounting can be taken for 3 hours credit only after successful completion of at least 12 semester hours of graduate courses. A recap of the suggested degree requirements for the MSA follows.

**II. Accounting** (15-18 Hours total):

All of the following: 12

| | | |
|---|---|---|
| ACCT | 5073 | Advanced Auditing |
| ACCT | 5103 | Financial Statement Analysis |
| ACCT | 5203 | Advanced Tax |
| ACCT | 5403 | CPA Prep |

Three to six hours from the following: 3-6

| | | |
|---|---|---|
| ACCT | 5023 | Development of Accounting Theory |
| ACCT | 5043 | Special Topics in Accounting (Subject named in title listing) (May be repeated for credit when topics vary) |
| ACCT | 5303 | Forensic Acct and Fraud Examination |
| ACCT | 5953 | Internship in Accounting |
| ACCT | 5981-4 | Seminar in Accounting (Subject named in title listing) (May be repeated for credit when topics vary) |
| ACCT | 5991-4 | Individual Study in Accounting (Subject named in title listing) |

**III. Non-Accounting Courses (12-15 Hours)**

Required: 3

BUSLW 5133 Contemporary Legal Issues

Nine to twelve hours from the following: 9-12

| | | |
|---|---|---|
| BSEC | 5203 | Quantitative Methods for Accounting |
| BUS | 5123 | Organizational Leadership |
| BUS | 5981-4 | Seminar in Business (Subject named in title listing) |
| BUS | 5991-4 | Individual Study in Business (Subject named in title listing) |
| ECON | 5143 | Applied Economics |
| MKTG | 5173 | Marketing Analysis |

# MASTER OF MANAGEMENT IN MANAGEMENT

## General Purpose and Objectives

The Master in Management (MiM) degree targets students whose first degree is outside a business field or who have a degree in a business field, but would like to enhance their knowledge of business. The program is designed primarily for individuals in one of the following three groups:

1. Students who have just completed a nonbusiness undergraduate degree whose first job prospects would be enhanced with the completion of a graduate degree in management.
2. Full-time employees with a nonbusiness undergraduate degree who are entering or hope to soon enter a management position.
3. Full-time employees who have a business degree but find themselves underemployed or who have not been employed in a management position.

The MiM Program's curriculum is designed to meet the following goals:

1. Provide an innovative, high-level, focused program in response to employer needs for managerial level employees with a sound knowledge of business theory and practices.
2. Improve student opportunities to either gain employment or increase their chance of a level promotion at their current employer by offering a degree that is suitable for current and potential lower-level managers whose first degree was not in a business field.
3. Provide a unique program for students who are seeking to complement their nonbusiness bachelor's degree with a management graduate degree that can be completed in twelve (12) months.

As a new program, the MiM Program has not applied for Accreditation Council for Business Schools and Programs (ACBSP) accreditation at this point in time.

### General Regulations for the Program

**I. Admission to the Master in Management Program**

Applicants will be evaluated on academic ability as evidenced by undergraduate record, the ability to display the aptitude, scholarship, and analytical skills necessary to successfully complete the program, and performance on the Graduate Record Examination (GRE), if required.

### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Have a baccalaureate degree from an accredited institution.
2. Meet one of the following conditions:
   a. Have a minimum cumulative GPA of 3.0 on all undergraduate coursework to date or
   b. Have a minimum cumulative GPA of 3.25 in the last sixty (60) hours of coursework.
   c. Have a minimum cumulative GPA of 3.0 on at least nine (9) hours of graduate coursework.
3. Have a minimum combined verbal and quantitative reasoning score of 300, with a minimum of 150 on the verbal reasoning section of the GRE.

   *If the cumulative GPA is 3.25 on all undergraduate coursework the GRE requirement may be waived.
4. Non-native English speaking students must have a minimum of 79 Internet-based, 213 computer-based, or 550 paper-based TOEFL score or a minimum 6.5 IELTS score.
5. Have acceptable program application documents (references, resume, essay questions, etc.)

### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA and TOEFL/IELTS requirements for unconditional admission, but has not submitted all other required documentation and/or completed the testing (if required). The acceptable program documentation and satisfactory completion of the GRE (if required) must be completed and processed before the student may enroll in a second semester.

### Provisional Admission

Applicants not meeting the GPA or GRE requirements for unconditional admission may be considered for provisional admission by the program. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

### Concurrent Admission

A senior student who lacks less than a full normal study load and who has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in MiM courses, subject to the study load provisions and semester hour provisions of the School of Graduate Studies.

### Admission Process

The applicant must complete the following steps:

1. Complete the ECU Application for Admission/Readmission process;
2. Complete the following MiM admission requirements:
   a. Provide transcripts of all work completed (baccalaureate and graduate);
   b. Provide name, mailing address, and email address of two professional references;
   c. Submit an up-to-date resume;
   d. Provide responses to posed questions; and
   e. Submit GRE scores (if required).

**II. Credit Requirements**

The MiM program requires completion of thirty (30) hours of applicable work above the bachelor's degree. Courses which may apply to the MiM program are those 5000 level courses and appropriate graduate level courses transferred from accredited institutions.

**III. Planning the Program**

The student's study program leading to the MiM degree is developed in consultation with his/her faculty advisor and is carefully related to the student's individual needs. Needs are identified through consideration of undergraduate preparation and immediate and prospective career goals.

**IV. Thesis**

No thesis is required in the MiM program.

**V. Transfer Work**

A maximum of nine (9) semester hours of graduate credit earned

at other colleges or universities may be accepted as partial fulfillment of the requirements for the MiM. The transfer of all graduate hours must receive prior approval of the Harland C. Stonecipher School of Business MiM advisor. To be eligible for transfer, the graduate credit must meet the following three requirements:

1. The college or university at which the credit was obtained must offer a graduate degree in business;
2. The content of the course involved must be consistent with the program goals of the MiM program; and
3. The student must have received an A or B (or the equivalent) in the course involved.

The student who plans to transfer credit is responsible for assembling sufficient supporting material to allow the MiM adviser and graduate dean to make an adequate evaluation of the transfer credit request.

**VI. Grade Regulations**

The grades of A, B, C, D, P, F, N, W, AW, WF, and I may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the grade mark "WF" indicates withdrawn while failing; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have grade point values per semester hour as follows: A–4, B–3, C–2, D–1, F–0, and WF–0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade averages.

An incomplete grade ("I") may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. It is not a substitute for an "F" and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have satisfactorily completed a substantial portion of the required coursework for the semester. "I" grades must be changed by the instructor within one year from the end of the semester in which the "I" was assigned or they will remain as a permanent "I" and not contribute to the student's GPA.

Students can earn no more than two (2) Cs in graduate courses and must maintain an overall minimum graduate GPA of 3.0 to remain academically in good standing with the School of Graduate Studies. Students earning more than two (2) Cs or a grade of D or F in a course may not count that course toward their graduate degree requirements. See the School of Graduate Studies Academic Probation and Suspension sections in this catalog for more information.

## MANAGEMENT - 1020

**I. Required Courses** **24 hours**

| | | |
|---|---|---|
| ACCT | 5113 | Accounting for Managers |
| BUSLW | 5203 | Advanced Employment and Labor Law |
| ECON | 5103 | Economics for Managers |
| FIN | 5103 | Finance for Managers |
| MGMT | 5203 | Foundations of Management |
| MGMT | 5503 | Leadership & Organizational Behavior |
| MGMT | 5703 | Strategic Management |
| MKTG | 5103 | Marketing Management |

**II. Elective Courses** **6 hours**

| | | |
|---|---|---|
| MGMT | 5043 | Special Topics in Management |
| MGMT | 5103 | Introduction to Graduate Business Studies |
| MGMT | 5603 | Managing in the Global Economy |
| MGMT | 5953 | Internship in Management |
| MGMT | 5981-4 | Seminar in Management |
| MGMT | 5991-4 | Individual Study in Management |

**Total** **30 hours**

# MASTER OF SCIENCE IN HUMAN RESOURCES DEGREE

## General Purpose and Objectives

The Masters Degree in Human Resources is designed to provide the student with the theory, knowledge, and skills necessary for employment in a variety of public and private settings. The degree offers options in clinical rehabilitation and clinical mental health counseling, criminal justice, and administration.

The program objectives are as follows:

1. To contribute to the career development of persons currently employed in both the public and private sector.
2. To prepare pre-service professionals to enter the fields of rehabilitation and mental health counseling, administration, rehabilitation counseling and criminal justice.
3. To provide practicum and internship experiences common to the students' career choice.
4. To develop the interpersonal, consultation, and coordination skills required for program development, management, and evaluation.
5. To provide specific specialized experiences related to the students' present or desired career objective.

## General Regulations for the Program

**I. Admission to the Master of Science in Human Resources Degree**

The MSHR Program seeks mature, emotionally stable individuals with a strong sense of personal responsibility and integrity. With this in mind, applicants are assessed by the program's Graduate Admission Committee through an evaluation and weighing of all admission materials (e.g., admissions statement, interview, work experiences, recommendation forms, test scores). In addition to academic performance, measured primarily by grade point average, the Admissions Committee considers other factors that contribute to the development of a professional. Formal work experience in the human services, particularly in settings that serve public social services clients, is important. Other factors considered include: volunteer experience in the human services, life experiences and opportunities for personal growth, leadership, communication and interpersonal relationship skills, problem solving ability, the ability to work with and respect persons from diverse backgrounds, health and stamina, and motivation for graduate work and a career in administration, counseling or criminal justice.

### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Have a baccalaureate degree from an accredited institution.
2. Meet one of the following conditions:
   a. Have a minimum cumulative GPA of 3.0 on all undergraduate coursework to date or
   b. Have a minimum cumulative GPA of 3.0 in the last sixty (60) hours of coursework.
3. Have acceptable program application documents (references, resume, essay questions, etc.).
4. Submit scores for the Miller Analogies Test (MAT) or the Graduate Record Exam (GRE). The score must be on file before the student will be admitted.

5. Complete an interview with the MSHR Graduate Admission Committee with a majority favorable recommendation (for the MSHR - Clinical Rehabilitation and Clinical Mental Health Counseling option only).

### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA requirement for unconditional admission, but has not submitted all other required documentation. The documentation, satisfactory completion of testing (if required), and successful completion of the interview (for Clinical Rehabilitation and Clinical Mental Health Counseling option only), must be completed and processed before the student may enroll in a second semester.

### Provisional Admission

Applicants not meeting the GPA or testing requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the university. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

### Concurrent Admission

A senior student who lacks less than a full normal study load and who has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in graduate courses, subject to the study load provisions and semester hour provisions of the School of Graduate Studies.

### Admission Procedure

Human Resources Degree Process:

1. Be admitted to the School of Graduate Studies.
2. Submit the Professional Programs in Human Services Department Admission forms through MyECU:
   a. Provide transcripts of all work completed (baccalaureate and graduate)
   b. Submit an OSBI background check.
   c. Submit a resume to include all educational and work history. Degree options may have additional requirements.
   d. Provide name and address of three professional/work related references.
   e. Complete the four (4) essay questions.
3. Schedule an interview with the MSHR Admissions Committee. Required for Clinical Rehabilitation and Clinical Mental Health Counseling applications ONLY. (see Department Chair or program Coordinator). *

   Fall deadline - March 1
   Spring deadline - October 1
   Summer deadline - March 1

*Interviews may only be scheduled after all program documents have been submitted. Interviews will be conducted the week after spring break (for fall and summer admission) and the week after fall break (for spring admission). Applicants will be informed of admission decisions via letter from the Department Chair once an admission decision has been made.

### Denial of Admission

1. A denied applicant, who wishes to appeal the denial, must first request a second review by the Department of Professional Programs in Human Services Graduate Admission Committee (GAC). Requests for review, including any additional materials the applicant desires to submit, must be received in writing within thirty (30) days of the applicant receiving notice of denial. The GAC will complete a comprehensive review of the student's credentials, specifically any additional material the applicant submits, and will render a decision in writing to the applicant within ten (10) business days following the review meeting of the GAC.

2. If an applicant is denied admission by the GAC, the applicant may appeal the GAC's decision to the Chair of the Department of Professional Programs in Human Services. The applicant's appeal

must be in writing, must set forth with specificity the grounds for the appeal, and must be directed and delivered to the Chair of the Department of Professional Programs in Human Services. Upon receipt of the appeal, the Department Chair will review the applicant's file and appeal letter. The Department Chair will communicate his or her decision to the applicant-appellant, in writing, within thirty (30) calendar days of receipt of the appeal.

**II. Credit Requirements**

The Master of Science in Human Resources degree program requires completion of at least thirty-three (33) hours (sixty hours (60) in the Clinical Rehabilitation and Clinical Mental Health Counseling option) of applicable work above the bachelor's degree. Courses which may apply on the master's degree program are those courses approved for graduate study at East Central University, and appropriate graduate courses transferred from accredited institutions.

The Master of Science in Human Resources has sixty hours (60) of applicable work. This option does not allow transfer hours.

**III. Planning the Program**

The student's study program leading to the master's degree is developed in consultation with his or her faculty advisor and is carefully related to the student's individual needs. Needs are identified through consideration of undergraduate preparation and immediate and prospective career goals.

**IV. Thesis**

No thesis is required in the Master of Science in Human Resources degree program.

**V. Transfer Work**

A maximum of nine (9) semester hours of graduate credit transferred from other accredited colleges or universities may apply, if appropriate, to the program. Only grades of "B" or above may be considered for transfer. Because the Clinical Rehabilitation and Clinical Mental Health Counseling Program is accredited by CACREP, application of transfer credit from other universities will not be accepted unless the coursework was from an equivalent CACREP counseling program. The student who plans to transfer credit is responsible for assembling sufficient supporting material to allow the department chair and graduate dean to make an adequate evaluation of the transfer credit request.

**VI. Grade Regulations**

The grades of A, B, C, D, P, F, N, W, AW, WF, and I may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have grade point values per semester hour as follows: A - 4, B - 3, C - 2, D - 1, F - 0, and WF - 0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade average.

An incomplete grade may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. It is not a substitute for an "F", and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have satisfactorily completed a substantial portion of the required course work for the semester. "I" grades must be changed by the instructor within one year from the end of the semester in which the "I" was assigned or they will remain as a permanent "I" and not contribute to the student's GPA.

No more than six (6) semester hours of C grade may be counted in the plan of study for the Masters degree in Human Resources, and the grade point average for all graduate courses taken on the degree program must be 3.0 or above. Departmental courses in which a passing grade is made may not be repeated. Courses in which a lower grade is made may be repeated only with advisor and/or departmental approval. The last grade is counted with reference to graduation requirements. No additional credit is allowed for a repeated course. Students accumulating more than six (6) semester hours of C or lower in courses will have their admission to the program reviewed. Credit with grades of D will not satisfy specific degree requirements. After appropriate review and discussion with the student, the Department may recommend to the Graduate Dean the termination of student's admission to the degree program, place the student on departmental probation with stated criteria for reinstatement, and/or recommend remedial action which the student must complete in order to return to good standing. The student will be notified in writing by the Graduate Dean of the above actions.

**VIII. Practicum/Internship**

The student must complete an application form for practicum/internship placement at least five weeks before the semester in which the practicum begins. The Practicum/Internship Coordinator will determine the type and appropriateness of supervision for each placement.

**IX. Degree Options**

A student pursuing the Master of Science in Human Resources degree (Clinical Rehabilitation and Clinical Mental Health Counseling, Criminal Justice, or Administration) must select one (1) of the following degree options. Such selection shall be made at the time of admission to the graduate program since a change of option may result in the student having completed inapplicable work. A student desiring to change their degree option after admission to a degree program must initiate that change with the School of Graduate Studies. Students who wish to change their degree option to Clinical Rehabilitation and Clinical Mental Health Counseling must submit an updated program application with current background check to the program coordinator and complete an interview with the MSHR admission committee to determine if an offer of admission may be made.

**X. Ethics and Professional Standards**

The student admitted to the Master of Science in Human Resources Clinical Rehabilitation and Clinical Mental Health Counseling program needs to familiarize himself or herself with and act in accordance with the ethical standards required by the following boards, committees, or professional organizations.

1. American Counseling Association
2. Oklahoma State Board of Behavioral Health
3. Commission on Rehabilitation Counselor Certification
4. National Board for Certified Counselors

Any behavior on the part of a student which may conflict with the above professional standards will be reviewed by a committee from the MSHR Student Review Committee. The student may be present at the committee meeting. The committee will have the authority to take any of the following actions, or any other appropriate actions: exonerate the student, notify the student and plan appropriate ameliorative action, notify appropriate boards and law enforcement agencies, drop the student from the program.

# Clinical Rehabilitation and Clinical Mental Health Counseling Option - 0894

This option prepares rehabilitation and counseling professionals for employment in a variety of public and private settings. This training program affords students opportunities to gain the knowledge necessary to become highly-skilled professional counselors meeting the demands of clinical rehabilitation and clinical mental health counseling. Students completing the program will satisfy the educational and clinical training requirements to be eligible for certification (Certified Rehabilitation Counselor – CRC) and licensure (Licensed Professional Counselor—LPC). An applicant for admission to the program must show evidence of professional potential. This option is fully accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) and the Council on Rehabilitation Education (CORE).

**I. Research (3 hours)**

HURES 5103 Human Services Research (Must be taken in the first 12 hours)

**II. Specialization** (Minimum of 57 hours**)**

HURES 5043 Hum Serv Admin and Supervision
HURES 5053 Community Service Theory and Practice
HURES 5073 Assessment of Psychological, Social, and Relational Aspects of Disability
HURES 5163 Appraisal and Assessment of Individuals, Groups and Families
HURES 5213 Diag and Treatment of Psychiatric & Co-occuring Disorders
HURES 5243 Clinical Rehabilitation & Clinical Mental Health Foundations
HURES 5253 Legal and Ethical Aspects of Case Mgmt
HURES 5363 Theories of Marriage and Family Counseling
HURES 5463 Medical Aspects of Disability
HURES 5473 Framework for Job Placement Development
HURES R5553 Practicum in Clinical Rehabilitation & Clinical Mental Health Counseling
HURES 5603 Human Growth & Dev: A Multicultural Approach
HURES 5613 Counseling Theories
HURES 5623 Counseling Intervention
HURES 5633 Career and Life-Style Development
HURES 5713 Group Counseling Theory and Practice
HURES 5943 Internship in Clinical Rehabilitation & Clinical Mental Health Counseling
HURES 5943 Internship in Clinical Rehabilitation & Clinical Mental Health Counseling
HURES 5943 Internship in Clinical Rehabilitation & Clinical Mental Health Counseling

# MASTER OF ARTS IN CRIMINAL JUSTICE ADMINISTRATION DEGREE

## Program Objectives

A Master of Arts in Criminal Justice Administration degree supports the need for an understanding of the administration and management of criminal justice agencies and organizations. A degree in criminal justice administration trains students to be leaders and administrators in the field of criminal administrative roles in many areas of criminal justice including the following: city police departments, sheriff's offices, state departments of correction, federal law enforcement agencies, and private sector agencies. Specifically, this degree will prepare students for roles as police chiefs, assistant or deputy chiefs, sheriffs, undersheriffs, wardens, deputy wardens, and chief agents of law enforcement entities.

1) Use a multidisciplinary approach to increase students' understanding of leadership in criminal justice agencies and organizations.

2) Produce ethical criminal justice leaders who are responsible and informed decision makers.

3) Cultivate critical thinking skills that are applicable in criminal justice agencies and organizations.

4) Teach students to utilize evidence-based practices in criminal justice, leadership, and administration.

## Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1) Have a baccalaureate degree from an accredited institution.

2) Meet one of the following conditions:
   a. Have a minimum cumulative GPA of 3.0 on all undergraduate coursework to date or
   b. Have a minimum cumulative GPA of 3.0 in the last sixty (60) hours of coursework

3) Have acceptable program application documents (references, resume essay questions, etc.)

## Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA requirement for unconditional admission, but has not submitted all other required documentation. The documentation must be completed and processed before the student may enroll in a second semester.

## Provisional Admission

Applicants not meeting the GPA requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the University. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

## Concurrent Admission

A senior student who lacks less than a full normal study load and who has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in graduate courses, subject to the study load provisions and semester hour provisions of the School of Graduate Studies.

## Admission Procedure

Criminal Justice Administration Degree Process:

1) Be admitted to the School of Graduate Studies

2) Submit the Professional Programs in Criminal Justice Administration Department Admission forms through MyECU:
   a. Provide transcripts of all work completed (baccalaureate and graduate).
   b. Submit a resume to include all educational and work history.
   c. Provide name and address of three professional/work-related references.
   d. Complete the three (3) essay questions.

## Denial of Admission

1) A denied applicant, who wishes to appeal the denial, must first request a second review by the Department of Professional Programs in Criminal Justice Administration Graduate Admission Committee (GAC). Requests for review, including any additional materials the applicant desires to submit, must be received in writing within thirty (30) days of the applicant receiving notice of denial. The GAC will complete a comprehensive review of the student's credentials, specifically any additional material the applicant submits, and will render a decision in writing to the applicant within ten (10) business days following the review meeting of the GAC.

2) If an applicant is denied admission by the GAC, the applicant may appeal the GAC's decision to the Chair of the Department of Professional Programs in Criminal Justice Administration. The Applicant's appeal must be in writing, must set forth with specificity the grounds for the appeal, and must be directed and delivered to the Chair of the Department of Professional Programs in Criminal Justice Administration. Upon receipt of the appeal, the Department Chair will review the applicant's files and appeal letter. The Department Chair will communicate his or her decision to the applicant-appellant, in writing, within thirty (30) calendar days of receipt of the appeal.

# Criminal Justice Administration - 1070
# (30 Hours)

**I. Core Courses (18 hours)**

CRJS 5013 Administration in the Criminal Justice System
CRJS 5113 Political and Legal Aspects of the Criminal System
CRJS 5323 Foundations of the Criminal Justice Profession
CRJS 5433 Advanced Crime Theory
HURES 5103 Human Services Research
HURES 5433 Organizational Decision Making & Leadership

**II. Required Electives (12 hours)**

CRJS 5213 Litigation in the Criminal Justice System
CRJS 5333 Crime Reduction Strategies
HURES 5123 Grant Proposal Writing
HURES 5183 Addictions Theory
HURES 5283 Psychopharmacology and Substance Abuse
HURES 5303 Program Evaluation

Other electives accepted by departmental approval.

# MASTER OF SCIENCE IN PSYCHOLOGICAL SERVICES DEGREE

## General Purpose and Objectives

The Master of Science in Psychological Services degree is designed to develop professionals who can function as Licensed Professional Counselors, Licensed Behavioral Practitioners, School Psychologists, Sport Psychologists or psychological assistants in such settings as mental health centers, guidance centers, mental hospitals, alcohol and drug treatment centers, correctional institutions, individual athletes and teams, and as an independent practitioner as defined by the licensure or certification board(s) of his or her chosen program of study. The role of these professionals is to help people more fully to develop their potential for creative productivity and emotional satisfaction. The following general objectives are intended to prepare students to fill this role:

1. To provide opportunities for students to acquire knowledge of the general principles involved in providing psychological services;
2. To prepare students to understand research methodology and to use research reports and psychological literature;
3. To prepare students to provide the psychological services of counseling, consulting, and evaluating.

Students in this program are expected to have or to acquire in the early phases of training knowledge of general psychology, statistical methods, psychology of learning and its application to behavior modification, psychology of personality, abnormal psychology, and psychological evaluation. A course in theory and research in psychological services builds on this background to develop competencies in research and the use of psychological literature. Courses in individual mental testing, and individual psychological evaluation, help students to acquire the skills to evaluate people. Courses in behavior change and clinical psychology help students to provide counseling services to people. A course in community consultation helps students to provide consultation in their work setting and community.

Small classes and ample opportunities for interaction with faculty and students provide an excellent opportunity for students to develop the skills necessary to function well in their occupations. Graduate teaching assistantships and graduate research assistantships provide financial assistance as well as unusual opportunities for learning.

## General Regulations for the Program

**I. Admission to the Master of Science in Psychological Services Degree**

### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Have a baccalaureate degree from an accredited institution.
2. Meet one of the following conditions:
   a. Have a minimum cumulative GPA of 3.0 on all undergraduate coursework to date, have a minimum cumulative GPA of 3.0 in the last 60 hours of coursework,
   b. Have a minimum cumulative GPA of 3.0 on at least 9 hours of graduate coursework.
   c. Have a minimum cumulative GPA of 3.0 on all undergraduate or graduate work in psychology or related field (minimum of 18 hours) or
   d. Have a minimum percentile score of 40% on the verbal, quantitative, or analytical section of the GRE.
3. Have submitted acceptable program application documents (references, resume, essay questions, etc.).

### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA requirement for unconditional admission, but has not submitted all other required documentation and/or completed the GRE (if required). The documentation and/or satisfactory completion of the GRE (if required) must be completed and processed before the student may enroll in a second semester.

### Provisional Admission

Applicants not meeting the GPA or GRE requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the university. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

### Concurrent Admission

A senior student who lacks less than a full normal study load and who has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in graduate courses, subject to the study load provisions and semester hour provisions of the School of Graduate Studies.

### Admission Procedure

The applicant must:

1. Complete an East Central University Application for Admission/Readmission.
2. Submit the Department of Psychology admissions forms
   a. Provide transcripts of all work completed (baccalaureate and graduate);
   b. Provide academic and professional information
   c. Provide name, mailing address, and e-mail of two references; and
   d. Provide responses to the writing exam.
3. Take the GRE, if applicable.

**II. Credit Requirements**

The program leading to the Master of Science degree in Psychological Services requires completion of at least sixty hours of applicable work above the bachelor's degree. (Courses which may apply on the master's degree program are those 5000 level courses.)

**III. Planning the Program**

Each student will be assigned a faculty graduate advisor upon entering the program and will be expected to work closely with the advisor. A student will need to work with his or her advisor in meeting basic professional goals. This MSPS degree qualifies an individual to work in applied areas of psychology under supervision. At the completion of the program, students will have met the academic requirements for certification as a Licensed Professional Counselor, a Licensed Behavioral Practitioner, Applied Sport Psychologist, or School Psychologist.

**IV. Thesis**

No thesis is required in the Master of Science in Psychological Services program at East Central University. However, one may be submitted in partial fulfillment of the requirements for the degree, for credit of six semester hours, provided approval is given by the Graduate Committee of the Psychology Department, the Dean of the College of Education and Psychology, and the Dean of the School of Graduate Studies (see the course PSYCH 5691-6). Guidelines for writing the thesis in the Master of Science in Psychological Services program may

be obtained either from the Dean of the School of Graduate Studies or the Coordinator of the College of Education and Psychology Graduate Programs.

**NOTE:** Students who plan to apply for Licensed Professional Counselor **should not choose** the thesis option as the State Board of Behavioral Health Licensure will not accept thesis hours as approved coursework.

**V. Transfer Work**

No transfer work will be accepted since the program has been pre-approved by the LPC Board. If the student chooses an alternate career path the student may meet with the program coordinator to discuss his or her long term professional goals and whether or not this action is a feasible option for those career goals.

**VI. Grade Regulations**

The grades of A, B, C, D, P, F, N, W, AW, WF and I may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have grade point values per semester hour as follows: A-4, B-3, C-2, D-1, F-0, and WF-0. Grade marks of "P" and "W" are disregarded with respect to grade points and hours attempted in computing grade average.

An incomplete grade ("I") may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. It is not a substitute for an "F", and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have satisfactorily completed a substantial portion of the required course work for the semester. "I" grades must be changed by the instructor within one year from the end of the semester in which the "I" was assigned or they will remain as a permanent "I" and not contribute to the student's GPA. ("I" grades in PSYCH 5691-6 Master's Thesis are exempt from this regulation.)

Only courses having grades of "C" or above may be counted in the minimum sixty semester hours graduate study required for the master's degree, and the grade average for all courses taken on the degree program and all prerequisites must be "B" (3.0) or above. No more than six semester hours of "C" grade may be counted. Credit with grades of "D" will not satisfy degree requirements.

A student may repeat a course if approved by the advisor. Only the last grade is counted with reference to graduation requirements. No additional credit is allowed for a repeated course.

**VII. Practicum/Internship**

The student will spend a minimum number of hours receiving direct supervision with a qualified mentor and direct client contact hours as required by his or her practicum(s) or internship(s). The student must complete an application form for practicum placement at least five weeks before the semester in which the practicum begins.

The student's advisor and the Practicum/Internship Supervisors will determine the type and appropriateness of supervision for each placement. The student will spend a minimum number of hours receiving direct supervision with a qualified mentor and direct client contact hours as required by his or her practicum(s) or internship(s).

**VIII. Ethics and Professional Standards**

The student admitted to the Master of Science in Psychological Services program needs to familiarize himself or herself with and act in accordance with the ethical standards required by the following board and professional organizations:

1. American Psychological Association
2. American Counseling Association
3. National Board for Counselor Certification
4. Association of Psychological Sciences
5. Oklahoma State Board of Behavior Health

As well as the professional organization for his or her specific program of study:

6. National Association of School Psychologist or
7. Association for Applied Sport Psychology

Any behavior on the part of a student which may conflict with the standards in the above documents will be reviewed by a committee from the psychology faculty consisting of the advisor, a psychology faculty member appointed by the chair, and a faculty member chosen by the student. The committee will have the authority to take any of the following actions: exonerate the student, notify the student and plan appropriate ameliorative action, notify appropriate boards and law enforcement agencies, or dismiss the student from the program.

# Psychological Services

## Counseling Psychology - 0860 (60 hours)

**Counseling Psychology**- focuses on the skills and knowledge needed to facilitate personal and interpersonal functioning within mental health practice and different community mental health settings. The curriculum is broadbased to prepare students in working with many different populations. Students in this track will be eligible to seek state LPC and LBP licensure.

**I. Psychological & Counseling Foundations** (27 hours total):

| | | |
|---|---|---|
| EDPSY | 5163 | Cog Beh Theories & Methods of Coun & Psychotherapy |
| EDPSY | 5353 | Standardized Group Tests |
| EDPSY | 5433 | Affective Theories of Counseling & Psychotherapy |
| H/P/E | 5443 | Advanced Group Counseling |
| PSYCH | 5063 | Advanced Physiological Psych |
| PSYCH | 5143 | Stat and Design in Applied Psychology |
| PSYCH | 5173 | Prof Orientation and Ethics in Clinical Psych |
| PSYCH | 5363 | Adolescent Psychopathology and Treatment |
| PSYCH | 5443 | Multicultural Consultation and Interv |

**II. Counseling Psychology Specialization** (21 hours):

| | | |
|---|---|---|
| PSYCH | 5113 | Theories of Personality & Hum Behavior |
| PSYCH | 5153 | Research in Applied Psychology |
| PSYCH | 5183 | Adv Abnormal Psychology |
| PSYCH | 5333 | Beh Intervention w/ Children |
| PSYCH | 5373 | Psychological Assessment |
| PSYCH | 5403 | Intellectual Assessment |
| PSYCH | 5473 | Adv Psych of Childhood & Adolescence |

**III. Field Experiences** (6 hours):

PSYCH 5553 Practicum in Psychology (6 hours)

**IV. Electives** (6 hours):

Students may select with advisor/department approval six (6) hours of graduate electives with PSYCH or EDPSY prefix.

**OR**

PSYCH 5691-6 Thesis (6 hours, Prereq: Departmental Approval) to total 60 hours.

Students who plan to apply for Oklahoma state LPC licensure are strongly advised to complete 6 elective program courses approved by the State Board of Behavioral Health Licensure (BBHL). **Thesis hours are not accepted for LPC coursework.** Candidates who do not adhere to the LPC Planned Program of Study for the MSPS Counseling Psychology Program may be subject to individual course review and at the discretion of the board denied approval or required to complete additional coursework. Therefore course substitutions for the Counseling Psychology option will only be approved after the candidate signs a contract stating he or she understands these possible consequences.

# Psychological Services

## School Psychology - 0861 (60 hours)

**School Psychology**- focuses on the skills and knowledge needed for providing psychological services within public school settings. The curriculum is designed to prepare students to work with diverse childhood populations, including children from diverse demographic backgrounds as well as children with diverse learning, behavior, and emotional needs. Students who successfully complete this track will be eligible to seek state School Psychologist and School Psychometrist certification.

**I. Psychological & Counseling Foundations** (27 hours total):

| | | |
|---|---|---|
| EDPSY | 5163 | Cog Beh Theories & Methods of Coun & Psychotherapy |
| EDPSY | 5353 | Standardized Group Tests |
| EDPSY | 5433 | Affective Theories of Counseling & Psychotherapy |
| H/P/E | 5443 | Advanced Group Counseling |
| PSYCH | 5063 | Advanced Physiological Psych |
| PSYCH | 5143 | Stat and Design in Applied Psychology |
| PSYCH | 5173 | Prof Orientation and Ethics in Clinical Psych |
| PSYCH | 5363 | Adolescent Psychopathology and Treatment |
| PSYCH | 5443 | Multicultural Consultation and Interv |

**II. School Psychology Specialization** (21 hours):

| | | |
|---|---|---|
| EDPSY | 5143 | Introduction to School Psychological Services |
| EDPSY | 5403 | Non-Traditional Assessment |
| PSYCH | 5313 | Adv Educ Psych |
| PSYCH | 5333 | Behavioral Intervention w/ Children |
| PSYCH | 5403 | Intellectual Assessment |
| PSYCH | 5433 | Diagnostic Assessment |
| PSYCH | 5473 | Adv Psych of Childhood & Adolescence |

**III. Field Experiences** (12 hours):

| | | |
|---|---|---|
| EDPSY | 5493 | Practicum in School Psychology |
| EDPSY | 5593 | Internship in School Psychology I |
| EDPSY | 5613 | Internship in School Psychology II |
| EDPSY | 5693 | Practicum in School Psychometry |

# Psychological Services

## Sport Psychology - 0862 (60 hours)

**Sport Psychology**- focuses on the applied knowledge needed in the development and use of psychological skills for the optimal performance and the well-being of athletes. The curriculum is designed to address the performance and psychological concerns associated with sports involvement affecting athletes, coaches, and families as well as the developmental and social aspects of sports participation

**I. Psychological & Counseling Foundations** (27 hours total):

| | | |
|---|---|---|
| EDPSY | 5163 | Cog Beh Theories & Methods of Coun & Psychotherapy |
| EDPSY | 5353 | Standardized Group Tests |
| EDPSY | 5433 | Affective Theories of Counseling & Psychotherapy |
| H/P/E | 5443 | Advanced Group Counseling |
| PSYCH | 5063 | Advanced Physiological Psych |
| PSYCH | 5143 | Stat and Design in Applied Psychology |
| PSYCH | 5173 | Prof Orientation and Ethics in Clinical Psych |
| PSYCH | 5363 | Adolescent Psychopathology and Treatment |
| PSYCH | 5443 | Multicultural Consultation and Interv |

**II. Sport Psychology Specialization** (30 hours):

| | | |
|---|---|---|
| PSYCH | 5023 | Advanced Social Psychology |
| PSYCH | 5043 | Advanced Sport Psychology |
| PSYCH | 5083 | Sports Performance Enhancement Strategies |
| PSYCH | 5153 | Research in Applied Psychology |
| PSYCH | 5183 | Adv Abnormal Psychology |
| PSYCH | 5193 | Health Psychology |
| PSYCH | 5203 | Applied Biomechanics |
| PSYCH | 5213 | Life Coaching & Career Counseling |
| PSYCH | 5373 | Psychological Assessment |
| PSYKN | 5523 | Sports in American Society |

**III. Field Experiences** (3 hours):

| | | |
|---|---|---|
| PSYCH | 5563 | Internship in Sport Psychology |

# Graduate Certificate in Psychological Services

## School Psychologist - 1000

(60 hours)

Applicant must hold a Master's Degree in one of the following areas: General Psychology, Special Education, Child Psychology, School Counseling, or a related counseling area. School Psychologist Certificate candidates will be eligible to complete the OSAT certifcation exams for School Psychologist (033) and Psychometrist (034). School Psychologist certificate students will only be eligible to seek a state LPC licensure if they hold a Master's Degree in an area related to mental health and accepted by the stated LPC licensure board. Minimum total of sixty (60) semester credit hours, including course work in the following program of study are required.

**I. Psychological & Counseling Foundations** (27 hours)

| | | |
|---|---|---|
| EDPSY | 5163 | Cog Beh Theories & Methods of Coun & Psychotherapy |
| EDPSY | 5353 | Standardized Group Tests |
| EDPSY | 5433 | Affective Theories of Counseling & Psychotherapy |
| H/P/E | 5443 | Advanced Group Counseling |
| PSYCH | 5063 | Advanced Physiological Psych |
| PSYCH | 5143 | Stat and Design in Applied Psychology |
| PSYCH | 5173 | Prof Orientation and Ethics in Clinical Psych |
| PSYCH | 5363 | Adolescent Psychopathology and Treatment |
| PSYCH | 5443 | Multicultural Consultation and Interv |

**II. School Psychology Specialization** (21 hours):

| | | |
|---|---|---|
| EDPSY | 5143 | Intro to School Psych Services |
| EDPSY | 5403 | Non-Traditional Assessment |
| PSYCH | 5313 | Advanced Educational Psych |
| PSYCH | 5333 | Beh Intervention w/ Children |
| PSYCH | 5403 | Intellectual Assessment |
| PSYCH | 5433 | Diagnostic Assessment |
| PSYCH | 5473 | Adv Psych of Childhood & Adolescence |

**III. Field Experiences** (12 hours)

| | | |
|---|---|---|
| EDPSY | 5493 | Practicum in School Psychology |
| EDPSY | 5593 | Internship in School Psychology I |
| EDPSY | 5613 | Internship in School Psychology II |
| EDPSY | 5693 | Practicum in School Psychometry |

# Graduate Certificate in Psychological Services

## School Psychometrist - 1010

(30 hours)

**I. Psychological Foundations** (9 hours)

EDPSY 5353 Standardized Group Tests
PSYCH 5063 Advanced Physiological Psychology
PSYCH 5173 Prof Orientation and Ethics in Clinical Psych

**II. School Psychology Specialization** (18 hours):

EDPSY 5143 Intro to School Psych Services
EDPSY 5403 Non-Traditional Assessment
PSYCH 5313 Advanced Educational Psych
PSYCH 5403 Intellectual Assessment
PSYCH 5433 Diagnostic Assessment
PSYCH 5473 Adv Psych of Childhood & Adolescence

**III. Field Experiences** (3 hours)

EDPSY 5693 Practicum in School Psychometry

# MASTER OF SCIENCE IN WATER RESOURCE POLICY AND MANAGEMENT

## General Purpose and Objectives

The Master of Science in Water Resource Policy and Management supports the need for advanced understanding of the growing complexity of water issues that face communities in the state, nation, and globally. This degree trains students for leadership in making water policy decisions and prepares students who seek employment within federal and state environmental agencies, environmental non-governmental organizations, international development agencies, industry, and environmental consulting firms.

The program requires students to integrate and synthesize knowledge from multiple disciplines to address the complex challenges of water resource decisions and to develop solutions that are socially acceptable, politically and economically viable, and environmentally sustainable. Students will be broadly trained to undertake careers in managing water resources and in guiding or making water resource policy decisions.

## General Regulations for the Program

### I. Admission to the Master of Science in Water Resource Policy and Management

#### Admission Process

The applicant must:

1. Complete an ECU Application for Admission/Readmission.
2. Submit the Masters of Water Resource Policy and Management admissions forms
   a. Provide transcripts of all work completed (baccalaureate and graduate);
   b. Submit a current resume;

#### Unconditional Admission

Unconditional admission may be granted to applicants who meet the following criteria:

1. Have a baccalaureate degree from an accredited institution.
2. Meet either of the following conditions:
   a. Have a minimum cumulative GPA of 3.0 on all undergraduate coursework to date or
   b. Have a minimum cumulative GPA of 3.25 in the last sixty (60) hours of coursework.
3. Non-native English speaking students must have a minimum of 79 Internet-based, 213 computer-based, or 550 paper-based TOEFL score or a minimum 6.5 IELTS score.
4. Have acceptable program application documents (references, resume, essay questions, etc.)

#### Conditional Admission

Conditional admission may be granted to an applicant who has met the GPA and TOEFL/IELTS requirements for unconditional admission, but has not submitted all other required documentation and/or completed the testing LSAT or MAT. The documentation and satisfactory completion of the LSAT or MAT must be completed and processed before the student may enroll in a second semester.

#### Provisional Admission

Applicants not meeting the GPA or testing requirements for unconditional admission may be considered for provisional admission by the program. Students must submit all program documents before admission to the university. No more than nine (9) hours of graduate credit earned while on provisional admission status will count toward a degree. To gain unconditional status, the student must complete a minimum of nine (9) hours approved graduate work with a minimum GPA of 3.0 in all courses taken, meet all other admission criteria, and meet all provisions set by the program.

#### Concurrent Admission

A senior student who lacks less than a full normal study load and who has completed a minimum of one hundred (100) credit hours, and meets the GPA requirements, may be permitted to enroll in WRPM courses, subject to the study load provisions and semester hour provisions of the School of Graduate Studies.

### II. Credit Requirements

The program leading to the Master of Science in Water Resource Policy and Management requires completion of at least thirty (30) hours of applicable work above the bachelor's degree. Courses which may apply on the master's degree program are those 5000 level courses and appropriate graduate level courses transferred from accredited institutions.

### III. Planning the Program

The student's study program leading to the master's degree is developed in consultation with his or her faculty advisor and is carefully related to the student's individual needs. Needs are identified through consideration of undergraduate preparation and immediate and prospective career goals.

### IV. Thesis

No thesis is required in the Master of Science in Water Resource Policy and Management program. However, one may be submitted in partial fulfillment of the requirements for the degree, for credit of six semester hours, provided approval is given by the Graduate Committee of the Legal Studies Department, the Dean of the College of Liberal Arts and Social Sciences, and the Dean of the School of Graduate Studies (see the course WRPM 5691-6). Guidelines for writing the thesis in the Master of Science in Water Resource Policy and Management program may be obtained either from the Dean of School of Graduate Studies or the Coordinator of the Water Resource Policy and Management Program.

### V. Transfer Work

A maximum of nine (9) semester hours of graduate credit earned at other colleges or universities may be accepted as partial fulfillment of the requirements for the master's degree in water resource policy and management. To be applicable, the graduate credit must meet the following three requirements:

1. The college or university at which the credit was obtained must offer a graduate degree in water policy or water management;
2. The content of the course involved must be consistent with the career goals of the student as determined by the student's advisor; and
3. The student must have received an A or B (or the equivalent) in the course involved.

The student who plans to transfer credit is responsible for assembling sufficient supporting material to allow the department chair and graduate dean to make an adequate evaluation of the transfer credit request.

### VI. Grade Regulations

The grades of A, B, C, D, P, F, N, W, AW, WF and I may be assigned to graduate students. The grade mark "P" indicates pass without exact grade; the grade mark "W" indicates withdrawn; the grade mark "AW" indicates administrative withdrawal; the temporary grade mark "N" indicates the semester grade was not submitted by the instructor by the appropriate deadline. Grade marks have grade point values per semester hour as follows: A-4, B-3, C-2, D-1, F-0, and WF-0. Grade marks of "P" and "W" are disregarded with respect to grade

points and hours attempted in computing grade averages.

An incomplete grade may be used at the instructor's discretion to indicate that additional work is necessary to complete a course. It is not a substitute for an "F", and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have satisfactorily completed a substantial portion of the required course work for the semester. "I" grades must be changed by the instructor within one year from the end of the semester in which the "I" was assigned or they will remain as a permanent "I" and not contribute to the student's GPA.

Graduate students must maintain an overall graduate grade point average (GPA) of 3.0 to remain academically in good standing with the School of Graduate Studies. If the GPA falls below 3.0, the student will be placed on Academic Probation. In this status, a minimum GPA of 3.0 must be earned each semester or term. Failure to earn a 3.0 or higher each semester or term will result in Suspension from the Graduate Degree Program.

# WATER RESOURCE POLICY AND MANAGEMENT - 1030

**I. Required Courses** **21 hours**

| | | |
|---|---|---|
| WRPM | 5103 | Policy Research and Methodology |
| WRPM | 5203 | Natural Resource History & Policy |
| WRPM | 5303 | Water Resource Policy Analysis |
| WRPM | 5503 | Environmental Conflict Management |
| WRPM | 5513 | Advanced Watershed Management |
| WRPM | 5603 | Water Resource Economics |
| WRPM | 5703 | International Environmental Policy |

**II. Elective Courses** **9 hours**

Select nine hours from the following:

| | | |
|---|---|---|
| WRPM | 5113 | Advanced Native American Law |
| WRPM | 5193 | Advanced Tribal Politics |
| WRPM | 5213 | Advanced Public Policy Making |
| WRPM | 5313 | Native American Water Rights |
| WRPM | 5403 | Water Law |
| WRPM | 5413 | Public Organization Theory |
| WRPM | 5613 | Hydrogeology |
| WRPM | 5691-6 | Thesis |
| WRPM | 5713 | Advanced Water Quality and Treatment |
| WRPM | 5813 | Studies in Environmental Toxicology |
| WRPM | 5951-3 | Internship in Water Resources |

A minimum of three hours of Thesis must be completed. A maximum of six hours of Thesis may be counted toward the degree.

| | | |
|---|---|---|
| WRPM | 5981-4 | Seminar in Water Resources Policy and Management (Subject named in title listing) |
| WRPM | 5991-4 | Individual Study in Water Resources Policy and Management (Subject named in title listing) |

**Total** **30 hours**

Cost Statement

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Affirmative Action Compliance Statement

East Central University, in compliance with all applicable Federal and State laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, sexual orientation, genetic information, or status as a veteran in any of its policies, practices, or procedures. This includes but is not limited to admission, employment, financial aid, and educational services. The following person has been designated to handle inquiries regarding the non-discrimination policies: Employment Services Director, 1100 E. 14th, Adm 160, Ada, OK 74820, (580) 559-5217



## Section XI

# SUPERVISION, ORGANIZATION, FACULTY AND OTHER PERSONNEL

### Supervision

The Oklahoma State System of Higher Education, of which East Central University is a part, is directed by the Oklahoma State Regents for Higher Education, which has broad powers over the state institutions of higher education. As one of six regional senior state universities, East Central University is under the direct supervision of the Regional University System of Oklahoma. The University is under the local control of the President and the Faculty, who function within the bounds of the Faculty Constitution.

### Oklahoma State Regents for Higher Education

Allison D. Garrett, Chancellor.....Edmond
Jeffrey W. Hickman, Chair.....Edmond
Michael C. Turpen, Vice Chair.....Oklahoma City
Steven W. Taylor, Secretary.....McAlester
Dennis Casey, Asst. Secretary.....Morrison
Dustin J. Hilliary.....Lawton
Ann Holloway.....Tulsa
Joseph L. Parker, Jr.....Tulsa
Jack Sherry .....Holdenville
Courtney Warmington.....Oklahoma City

### Regional University System of Oklahoma

Connie Reilly, Chair.....Okemah
Jane McDermott, Vice Chair.....Alva
Amy Anne Ford, Secretary.....Oklahoma City
Chris Van Denhende.....Oklahoma City
Lake Carpenter.....Leedey
Eric Fisher.....Oklahoma City
Joy Hofmeister.....Tulsa
Gary Parker..... Muskogee
Susan Winchester.....Edmond

### Oklahoma Regional Universities

East Central..... Wendell L. Godwin, President..... Ada
Northeastern..... Steve Turner, President..... Tahlequah
Northwestern..... Janet Cunningham, President ..... Alva
Southeastern..... Thomas W. Newsom, President..... Durant
Southwestern..... Diana Lovell, President ..... Weatherford
Central Okla..... Patti Neuhold-Ravikumar, President ... Edmond

### FACULTY AND OTHER PERSONNEL
### Administrative Staff

**Wendell L. Godwin (2010 )**
*President*
BS, East Central University, 1984
Exec. MBA, Southern Methodist University, 2005

**Jeffrey K. Gibson, PhD (2020)**
*Provost and Vice President for Academic Affairs*
AA, St. Petersburg Junior College, 1995
BA, University of Central Florida, 1998
PhD, University of Albany, 2004

**Brandon D. Hill, PhD (2020)**
*Vice President for Student Development*
BS, Greenville University, 1993
MEd, Azusa Pacific University, 2002
PhD, Saint Louis University, 2005

**Jessica A. Kilby, BBA, CPA, CFE (2012)**
*Vice President for Administration and Finance*
BBA, Pittsburgh State University, 1998

**Amy T. Garcia Ford, BS (2007)**
*Vice President for Institutional Advancement, Director of Communications and Marketing*
BS, East Central University, 1996

**Kenneth Andrews, PhD (2000)**
*Dean, College of Health and Sciences*
BS, Southern Illinois University at Carbondale, 1989
MS, ibid., 1991
PhD, Michigan State University, 2000

**Michael Scott, MBA (2010)**
*Interim Dean, Harland C. Stonecipher School of Business*
BBA, University of Oklahoma, 2003
MA, Clemson University, 2009
PhD, ibid., 2012

**Sarah Peters, PhD (2012)**
*Interim Associate Provost, Dean, School of Graduate Studies*
BA, Henderson State University, 2001
MLA, ibid., 2003
PhD, Texas A&M University, 2009

**Katherine H. Lang, PhD (2017)**
*Dean, College of Liberal Arts and Social Sciences*
BSFS, Georgetown University, 1983
PhD, University of Chicago, 1997

**Jerry Mihelic, EdD (2019)**
*Dean, College of Education and Psychology;*
*Assistant Professor, Education*
AA, Mid-America Christian University, 1989
BS, Arizona Christian University, 1990
MS, Northern Arizona University, 1998
EdD, Oral Roberts University, 2018

**Elwyn Martin, PhD (2022)**
*Registrar*
BA, North Carolina State University
MS, Bangor University
PhD, Bangor University

**Matthew W. Cole, MS (2014)**
*Interim Director of Athletics,*
*Head Women's Basketball Coach*
BS, Northeastern State University, 1999
MS, ibid., 2006

## Faculty

**Erick Ananga, PhD (2016)**
*Assistant Professor, Politics, Law, and Society*
BA, University of East Anglia, 2004
MA, ibid., 2006
PhD, University of South Florida, 2015

**LaDonna Autrey, PhD (2019)**
*Instructor, Psychology*
BS, East Central University, 1996
MS, ibid., 1998
PhD, Capella University, 2021

**Melody Baggech, DMA (2001)**
*Professor, Performing Arts*
BM, Millikin University, 1986
MM, West Texas A&M University, 1990
DMA, University of Oklahoma, 1998

**Rochelle Bailey, MSW (2016)**
*Instructor, Professional Programs in Human Services*
BA, Kansas State University, 1994
BA, ibid., 1994
MSW, Newman University, 2001

**Scott Barton, PhD (1993)**
*Professor, History*
BA, Marshall University, 1983
MA, Texas A&M University, 1987
PhD, ibid., 1991

**Michael D. Bay, PhD (1995)**
*Professor and Chair, Biology*
BS, Cameron University, 1984
MA, Sam Houston State University, 1987
PhD, University of Arkansas, 1994

**Christopher B. Bean, PhD (2008)**
*Professor and Chair Department of History*
BA, University of North Texas, 1999
MS, ibid., 2003
PhD, ibid., 2008

**Terrie Becerra, PhD (2016)**
*Assistant Professor, Sociology*
BS, University of Kansas, 1978
MS, Kansas State University, 2005
PhD, ibid., 2010

**Steve Benton, PhD (2008)**
*Professor, English and Languages; Director, Honors Program*
BA, Texas Christian University, 1989
MA, University of Chicago, 1999
PhD, University of Illinois at Chicago, 2008

**Nathaniel Berman, DMA (2014)**
*Assistant Professor, Performing Arts*
BM, Michigan State University, 2004
MA, New York University, 2006
DMA, University of Northern Colorado, 2021

**Shawna Bishop, MLIS (2021)**
*Librarian/Instructor*
BA, San Diego State University, 2017
MLIS, San Jose State University, 2021

**Stacey D. Bolin, DBA (2011)**
*Associate Professor, Business Administration, Director, Wilburn L. Smith Center for Entrepreneurship*
BS, East Central University, 2000
BS, ibid., 2000
MBA, University of Oklahoma, 2004
DBA, Walden University, 2015

**Jessica Brumley, PhD (2019)**
*Assistant Professor, Environmental Health Science*
BS, University of Houston, 2002
PhD, University of Oklahoma, 2014

**Douglas Bryhan, PhD (2017)**
*Assistant Professor, Physics*
BS, Northern Illinois University, 1995
MS, ibid., 2001
PhD, ibid., 2007

**James W. Burke, Jr., PhD (2019)**
*Instructor, Professional Programs in Human Services, Professor Emeritus*
BA, University of Tulsa, 1972
MSW, Our Lady of the Lake University, 1976
PhD, Oklahoma State University, 1989

**Kristen Byers, MBA (2016)**
*Instructor, Business Administration*

BBA, University of Oklahoma, 1997
MBA, Cameron University, 2012

**Bill Caruthers, PhD (2019)**
*Instructor, Education*
BA, East Central University, 1985
MEd, idib., 1986
PhD, University of Oklahoma, 2009

**June Caruthers, MEd (2016)**
*Instructor, Education*
BS, East Central University, 1986
MEd, Central State University, 1989

**Anirudh Reddy Cingireddy, PhD (2022)**
*Assistant Professor, Computer Science*
BT, Jawajarlal Nehru Technological University Hyderabad, 2013
MCS, Jackson State University, 2015
PhD, Jackson State University, (2022)

**Bradley Clampitt, PhD (2007)**
*Professor, History and Native American Studies*
BA, East Central University, 1997
MA, University of North Texas, 2001
PhD, ibid., 2006

**Carly Conklin, MS (2019)**
*Assistant Professor, Theatre*
BS, Oklahoma Christian University, 2010
MS, Oklahoma State University, 2012
MS, Texas State University, 2018

**Charles Crittell, PhD (1995)**
*Professor, Chemistry*
BS, Trinity University, 1982
PhD, University of Utah, 1993

**Thomas Deighan, PhD (2022)**
*Assistant Professor & Director of Educational Leadership, Education*
BA, Southwester Oklahoma State University
MEd, University of Central Oklahoma
PhD, University of Oklahoma

**Megan L. Dilday, MSN (2015)**
*Instructor, Nursing; Clinical Coordinator*
BSN, East Central University, 2007
MSN, University of Oklahoma, 2016

**Jennifer Dorsey, PhD (2017)**
*Associate Professor, English*
BA, Arizona State University, 1997
MEd, University of Oklahoma, 2013
PhD, ibid., 2017

**Joe Dougherty, MBA (2014)**
*Instructor and Chair, Accounting*
BS, Villanova University, 1992
MBA, Southern Methodist University, 1998

**Leah Dudley, PhD (2017)**
*Assistant Professor, Biology*
BS, Truman State University, 1999
PhD, University of Missouri, 2006

**Darcy Duncan, DNP (2017)**
*Assistant Professor and Director, School of Nursing*
ADN, Murray State College, 2007
BSN, East Central University, 2011
MSN, Walden University, 2014
DNP, ibid., 2017

**Vivian Eldridge (2019)**
*Librarian/Instructor*
BA, University of Oklahoma, 2014
MLIS, University of Oklahoma, 2018

**Jaime Elliott, OD (2013)**
*Instructor, Accounting*
BS, University of Oklahoma, 1980
OD, Northeastern State University, 1984

**Paul Emrich, PhD (2022)**
*Associate Professor, Professional Programs and Human Services*
BA, Oklahoma Baptist University, 1996
MS, Oklahoma Baptist University, 1999
PhD, Oklahoma State University, 2011

**Sarah Engel, MFA (2018)**
*Instructor, Mass Communication*
BFA, University of Oklahoma, 2011
MFA, ibid., 2014

**Mark Felts, PhD (2018)**
*Assistant Professor, Education*
BSN, Midwestern State University, 2006
MEd, University of North Texas, 2009
MA, Universite Jean Moulin Lyon II, 2013
PhD, University of North Texas, 2018

**Usha Fountain, PhD (2001)**
*Professor, Psychology*
BA, University of the South Pacific, 1981
MEd, University of Queensland, 1990
PhD, ibid., 1995

**Carl D. Gilbert, PhD (2015)**
*Professor, Biology*
BS, University of Arkansas-Fayetteville, 1992
MS, ibid., 1999
PhD, ibid., 2003

**Joshua Grasso, PhD (2006)**
*Professor, English and Languages*
BA, University of Tulsa, 1998
MA, ibid., 2002
PhD, Miami University, 2006

**Misty Gray, MSN (2018)**
*Instructor, Nursing*
BSN, St. Gregory's University, 2015
MSN, Oklahoma Baptist University, 2017

**Kenneth E. Hada, PhD (2000)**
*Professor, English and Languages*
BA, Bartlesville Wesleyan College, 1983
MDiv, Asbury Theological Seminary, 1987
PhD, University of Texas at Arlington, 2000

**Mary Harper, PhD (2011)**
*Associate Professor and Chair, Mathematics & Computer Science*
AS, Seminole State College, 1999
BS, East Central University, 2002
MS, University of Oklahoma, 2005
PhD, ibid., 2013

**Deanna Hartley-Kelso, JD (2017)**
*Assistant Professor, Business Administration, S.C. Boswell Endowed Professor*

BA, University of Texas - Arlington, 1989
JD, University of Tulsa, 1993

**Megan Hasler, MLIS (2017)**
*Librarian/Instructor*
BA, Harding University, 2011
MLIS, Louisiana State University, 2016

**Dwight M. Hite, PhD (2017)**
*Associate Professor, Business Administration*
BS, Kansas State University, 2000
MBA, University of Texas-Arlington, 2004
PhD, University of North Texas, 2009

**Alisha Howard, PhD (2016)**
*Associate Professor, Biology*
BS, Oklahoma State University, 2005
BS, ibid., 2005
PhD, ibid., 2010

**Eric Howard, MS (2018)**
*Instructor, Environmental Health Sciences*
BS, Oklahoma State University, 2008
MS, Colorado School of Public Health, 2014

**Eril Hughes, PhD (1986)**
*Professor, English and Languages*
BA, Hendrix College, 1974
MAT, Vanderbilt University, 1975
PhD, University of Arkansas, 1987

**Melissa A. Inglis, PhD (2015)**
*Associate Professor, Interim Dean, College of Liberal Arts and Social Sciences*
BA, University of Oklahoma, 2008
MA, University of Central Oklahoma, 2011
PhD, University of New Haven, 2018

**Susan Ingram, MS (2008)**
*Instructor, Mass Communication*
BA, East Central University, 2008
MS, ibid., 2011

**Nicholas Jacob, PhD (2013)**
*Associate Professor, Mathematics*
BS, University of Missouri, 2005
PhD, ibid., 2013

**Charlie C. Jones, JD (1986)**
*Professor, Business Administration, Frank Crabtree Sr. Family Endowed Professor of Business Policy*
BBA, University of Oklahoma, 1982
MBA, ibid., 1986
JD, ibid., 1986

**Holly Jones, PhD (2019)**
*Assistant Professor, Politics, Law & Society*
BS, University of Texas-Arlington, 1994
MS, ibid., 1995
PhD, University of Missouri-Columbia, 1999

**Mark E. Jones, PhD (2013)**
*Associate Professor, Education*
BS, Oklahoma State University, 1999
MEd, Northern Arizona University, 2004
PhD, Oklahoma State University, 2009

**Amanda Kashwer, PhD (2018)**
*Assistant Professor, Kinesiology*
BS, East Central University, 2002
MEd, University of Central Oklahoma, 2006
PhD, Oklahoma State University, 2014

**Scott, Ketchum, PhD (2019)**
*Assistant Professor and Director, Native American Studies*
BA, University of Central Oklahoma, 2008
MA, University of Oklahoma, 2011
PhD, ibid., 2017

**Errol L. King, PhD (2014)**
*Assistant Professor, Interim Chair, English and Languages*
ASA, Brigham Young University - Idaho, 2002
BA, Brigham Young University, 2004
MA, ibid., 2006
PhD, University of Arizona, 2012

**Marc Klippenstine, PhD (2007)**
*Professor and Chair, Psychology*
BA, University of Regina, 1998
MA, York University, 2001
PhD, ibid., 2010

**Michelle A. Lastrina, PhD (2013)**
*Associate Professor, Mathematics*
BA, Mount Holyoke College, 2006
PhD, Iowa State University, 2012

**Julie Crane Lee, EdD (2011)**
*Instructor, Accounting*
BS, East Central University, 1999
MS, ibid., 2013
EdD, Oral Roberts University, 2020

**Casey Lowry, MLIS (2016)**
*Librarian/Instructor*
BA, University of Tulsa, 2010
MLIS, University of Oklahoma, 2015

**Matthew Lynam, PhD (2014)**
*Associate Professor, Mathematics*
BA, Tabor College, 2006
MA, University of Oklahoma, 2010
PhD, ibid., 2014

**Randall Maples, PhD (2016)**
*Assistant Professor, Chemistry*
BS, Southwestern Oklahoma State University, 2007
PhD, Oklahoma State University, 2012

**Jillian Bailey McCarty, MS (2009)**
*Instructor, Kinesiology*
BS, Middle Tennessee State University, 1988
MS, ibid., 1989

**Nancy McClain, MEd (2013)**
*Instructor, Mathematics*
BBA, University of Oklahoma, 1985
BA, ibid., 1991
MEd, Southeastern Oklahoma State University, 2012

**Danielle McClellan, MS (2022)**
*Instructor, Accounting*
MS, Oklahoma State University, 2014

**Jeff McGaha, MEd (2006)**
*Instructor, Kinesiology*
BS, East Central University, 1995
MEd, ibid., 1999

**Matt McGaha, MEd (2007)**
*Instructor, Kinesiology and Education*

BS, East Central University, 1995
MEd, ibid., 2002

**Daniel McInnes, PhD (1996)**
*Professor, Chemistry*
BS, Drexel University, 1991
PhD, University of California - Los Angeles, 1996

**Jennifer McMahon, PhD (2007)**
*Professor, English and Languages*
BA, Skidmore College, 1993
MA, State University of New York - Buffalo, 1995
PhD, ibid., 1997

**Nicholaus Meyers, DMA (2018)**
*Assistant Professor, Performing Arts; Director of Bands*
BM, Augusta State University, 2002
MM, University of Tennessee, 2004
DMA, North Dakota State University, 2014

**Shirley A. Mixon, EdD (1978)**
*Professor and Director, Interdisciplinary Studies*
BS, Grambling State University, 1976
MS, Oklahoma State University, 1977
EdD, ibid., 1984

**Jose Montalva, MS (2022)**
*Instructor, Biological and Environmental Sciences*
BS, Pontificia Universidad Catolica de Valparaiso (Chile), 2005
MS, University of Oklahoma, 2021

**Glenn Moore, EdD (2022)**
*Assistant Professor & Assessment Coordinator, Education*
BS, Southwestern Oklahoma State University, 1993
MEd, Southwester Oklahoma State University, 1998
EdD, Oral Roberts Univeristy, 2012

**Bruce Moring, PhD (2016)**
*Assistant Professor, Biology*
BS, Angelo State University, 1982
MS, Texas Tech University, 1984
MS, Angelo State University, 1986
PhD, University of North Texas, 1991

**Houston Mount II, PhD (2008)**
*Professor, History and Native American Studies*
BA, University of Tulsa, 1997
JD, University of Texas, 2000
MDiv, Princeton Theological Seminary, 2003
MA, Southern Methodist University, 2007
PhD, ibid., 2008

**Robin Murphy, PhD (2007)**
*Professor, English and Languages*
BA, Oklahoma State University, 1993
MEd, Northeastern State University, 2000
MA, ibid., 2003
PhD, Bowling Green State University, 2007

**Dwight L. Myers, PhD (1993)**
*Professor and Chair: Chemistry/Physics*
AGS, Kansas City Kansas Community College, 1975
BS, Wichita State University, 1977
MS, ibid., 1983
PhD, ibid., 1991

**Waynette Nell, BS (2018)**
*Instructor, Mathematics and Computer Science*
BS, Wichita State University, 1981
MBA, University of Northern Colorado, 1987

**April Nesbit, PhD (2015)**
*Associate Professor, Biological and Environmental Sciences*
BS, Texas Tech University, 2003
PhD, University of Wisconsin Madison, 2009

**Debra S. Ollila, MS (2006)**
*Instructor, Nursing*
BS, East Central University, 2003
MS, University of Oklahoma Health Sciences Center, 2007

**Jenna M. Owens, JD (2010)**
*Associate Professor, Politics, Law, and Society; Director, Legal Studies*
BS, East Central University, 2006
JD, University of Oklahoma, 2009

**Christyn Overstake, MFA (2019)**
*Assistant Professor, Art+Design: Media+Communication*
BFA, Northern Arizona University, 2006
MFA, Texas A & M Corpus Christi, 2014

**Christine Pappas, JD, PhD (2001)**
*Professor and Chair, Politics, Law, and Society*
BA, University of Nebraska-Lincoln, 1992
MA, ibid., 1995
JD, University of Nebraska College of Law, 1997
PhD, University of Nebraska-Lincoln, 2002

**Thomas M. Parr, MS (2011)**
*Assistant Professor, Professional Programs in Human Service; Criminal Justice Director, Collegiate Officer Program*
BS, Southeastern Oklahoma State University, 1981
MS, East Central University, 1994
ABD, University of North Texas

**Charles Peaden, PhD (2001)**
*Associate Professor, Politics, Law, and Society*
BA, Oklahoma State University, 1994
MA, ibid., 1997
PhD, ibid., 2006

**Marc Petrowsky, PhD (1991)**
*Professor, Politics, Law, and Society*
BA, Southwestern State College, 1970
MA, University of Florida, 1971
PhD, ibid., 1975

**Steven R. Phillips, PhD (2010)**
*Associate Professor, Communication & Performance Studies*
BA, Ouachita Baptist University, 1980
MA, Arkansas State University, 1983
MA, University of Southern California, 1988
PhD, ibid., 1989

**Kelby Pletcher, MEd (2016)**
*Instructor, Performing Arts*
BM, East Central University, 1990
MEd, ibid., 1995

**Dale Powers, MBA (2016)**
*Instructor, Business Administration*
BA, MidAmerica Nazarene University, 1985
MBA, Benedictine College, 2002

**Jennifer Kaycee Powers, MSN (2016)**
*Instructor, Nursing*
BSN, Washburn University, 1985
MSN, MidAmerica Nazarene University, 2015

**Jason Prather, PhD (2001)**
*Associate Professor and Chair, Kinesiology*
BS, Western Oregon University, 1997
MHR, University of Oklahoma, 2000
MEd, East Central University, 2016
PhD, Oklahoma State University, 2016

**James H. Rauch, PhD (2004)**
*Associate Professor, Business Administration, Vision Bank Endowed Professor in Banking and Finance*
BA, St. Cloud State University, 1989
MA, University of Nebraska, 1992
PhD, Colorado State University, 1997

**Gayla Reed, MSN (2017)**
*Instructor, Nursing*
BS, East Central University, 2011
MS, Western Governors University, 2016

**Vickie J. Reifsnider, MEd (2013)**
*Instructor, Performing Arts*
BA, East Central University, 1994
BA, ibid., 1998
MEd, ibid., 1996

**Robin R. Roberson, PhD (2014)**
*Associate Professor, Psychology*
BS, East Central University, 1991
MEd, ibid., 2008
MEd, ibid., 2009
PhD, University of Oklahoma, 2014

**Catherine M. Roring, PhD (2013)**
*Associate Professor, Psychology*
BA, Texas A&M University, 2008
MS, Oklahoma State University, 2009
PhD, ibid., 2013

**Steven Roring, PhD (2021)**
*Instructor, Psychology*
MS, Oklahoma State University, 2008
PhD, ibid., 2008

**Viki Saidleman, MS (2010)**
*Instructor, Nursing*
BS, University of Oklahoma Health Sciences Center, 1980
MS, ibid., 1993

**Destany Schafer-Morgan, DSW (2016)**
*Assistant Professor and Field Director, Professional Programs in Human Services*
BA, Wright State University, 2008
MSW, University of Cincinnati, 2013
DSW, University of Southern California, 2019

**Brandi S. Schur, MiM, MLIS (2014)**
*Assistant Director & Librarian/Instructor*
BA, East Central University, 2017
MiM, ibid., 2020
MLIS, Texas Woman's University, 2021

**Michael D. Scott, PhD (2013)**
*Associate Professor and Chair, Business Administration*
BBA, University of Oklahoma, 2003
MA, Clemson University, 2009
PhD, ibid., 2012

**Tonnie Scott, MSN (2018)**
*Instructor, Nursing*
BSN, East Central University, 2011
MSN, Western Governors University, 2017

**Guy Sewell, PhD, BCES (2002)**
*Professor, Environmental Science, Robert S. Kerr Endowed Chair and Director for Research, The Oka' Institute*
BS, Oklahoma State University, 1980
PhD, ibid., 1987

**Shelli K. Sharber, PhD (2012)**
*Associate Professor and Chair, Education*
BA, Southern Nazarene University, 1993
MEd, East Central University, 2004
PhD, University of North Texas, 2012

**Jodi Sipes, BS (2022)**
*Instructor, Nursing*
BS, East Central University, 2015

**Jennifer Snell, MEd (2012)**
*Instructor, Education; Director of Elementary Education*
BA, East Central University, 1996
MEd, ibid., 1999

**Jennifer Sparlin, MFA (2019)**
*Instructor, Education*
BS, Brigham Young University, 2004
MEd, University of Utah, 2007,
MA, Concordia University, 2012

**Nick Stowers, PhD (2016)**
*Assistant Professor, Kinesiology/Sports Administration*
BS, East Central University, 2010
MEd, Southwestern Oklahoma State University, 2012
PhD, Oklahoma State University, 2018

**Mara Sukholutskaya, EdD (1997)**
*Professor, English and Languages, Director, Global Education*
BA, Kiev State University of Linguistics, 1972
MA, ibid., 1972
EdD, ibid., 1989

**Gregory K. Sutton, PhD (2001)**
*Associate Professor, History and Native American Studies*
BA, Oklahoma State University, 1985
MA, ibid., 1989
MA, University of California - Irvine, 1993
PhD, ibid., 2001

**Mary Kay Tarver, MS (1998)**
*Assistant Professor, Computer Science*
BS, East Central University, 1996
MS, University of Oklahoma, 2002

**Jeanene Taylor, MS (2014)**
*Instructor, Professional Programs in Human Services*
BA, East Central University, 1993
MS, ibid., 1995

**Darcy Tessman, PhD (2016)**
*Assistant Professor, Human Development, Hospitality, and Food Science*
BS, University of Nebraska, 1987
MA, Pacific Lutheran University, 1992
PhD, University of Arizona, 2016

**David Thornton, PhD (2018)**
*Assistant Professor, Education*
BS, Colorado State University, 1989
MS, Oklahoma State University, 1992
PhD, University of South Florida, 2017

**Dwaine Turner, PhD (2017)**
*Assistant Professor, Professional Programs in Human Services*
BA, Langston University, 1994
MS, ibid., 2007
PhD, University of Iowa, 2015

**Philip van Berten (2022)**
*Assistant Professor, Business Administration*
BA, Conservatoire national des arts et métiers 2002
MS, Conservatoire national des arts et métiers 2004
PhD, Telecom Sud Paris- Business School 2007

**Vladimir Ufimstev, PhD (2016)**
*Assistant Professor, Computer Science*
BS, University of Nebraska, 2006
MS, Northeastern University, 2009
PhD, University of Nebraska, 2016

**Jace Vickers, DMA (2018)**
*Assistant Professor and Chair, Performing Arts; Assistant Director of Bands*
BME, Troy University, 2011
MM, University of Oklahoma, 2014
DMA, ibid., 2018

**Steven Walker, PhD (1983)**
*Professor, Performing Arts; Adolph Linscheid Distinguished Teaching Professor; Director, Choral Activities*
BME, Arkansas State University, 1975
MME, North Texas State University, 1978
PhD, ibid., 1986

**Mark Walling, PhD (1987)**
*Professor, English and Languages*
BA, East Central University, 1985
MA, Oklahoma State University, 1987
PhD, ibid., 1994

**George Wang, PhD (2016)**
*Assistant Professor, Biological and Environmental Sciences*
BS, Texas Tech University, 1996
MS, ibid., 2001
PhD, University of Louisiana, 2007

**Amy Ward, DSW (2016)**
*Assistant Professor, Professional Programs in Human Services*
BSW, East Central University, 2007
MSW, University of Oklahoma, 2009
DSW, University of Southern California, 2019

**Jacintha Webster (2020)**
*Assistant Professor, Legal Studies*
BA, University of Oklahoma, 2012
JD, Oklahoma City University, 2016

**Andrew Wells, PhD (2010)**
*Professor, Mathematics*
BA, Hope College, 2005
PhD, Iowa State University, 2010

**Dustin Williams, PhD (2016)**
*Assistant Professor, Psychology*
BS, Southwestern Assemblies of God University, 2002
MS, Oklahoma State University, 2007
MA, Chicago School of Professional Psychology, 2009
PhD, ibid., 2016

**Jeff S. Williams, PhD (1999)**
*Associate Professor, Kinesiology*
BS, University of Oklahoma, 1996
MHR, ibid., 1999
PhD, ibid., 2011

**Karen Williams, PhD (1988)**
*Professor, Physics*
AA, Westark Community College, 1983
BS, Arkansas Tech University, 1985
MS, University of Arkansas, 1988
PhD, University of Oklahoma, 1998

**Holli R. Witherington, MEd (2011)**
*Instructor, Professional Programs in Human Services, Director, Brandon Whitten Institute*
BA, East Central University, 2004
MEd, ibid., 2008

**Jamie Worthley, MA (2019)**
*Instructor, English*
AA, Seminole State College, 2006
BA, East Central University, 2009
MA, University of Central Oklahoma, 2012

**Anne A. Yoncha, MFA (2020)**
*Assistant Professor, Art+Design: Media+Communication*
MFA, University of Montana, 2019
BFA, University of Delaware, 2010

**Hongkai Zhang, DBA (2000)**
*Professor, Business Administration*
BS, Beijing Normal University, 1982
MA, Nankai University, 1986
MBA, Indiana University of Pennsylvania, 1993
DBA, Louisiana Tech University, 1999

**Professional Staff**

**Destini F. Anderson, MEd (2006)**
*Head Softball Coach*
BS, Oklahoma Baptist University, 2001
MEd, Southwestern Oklahoma State University, 2003

**Ty D. Anderson, MEd, MBA (2008)**
*Assistant Vice President for Administration & Finance, Director, Employment Services*
BA, Southwestern Oklahoma State University, 2006
MEd, East Central University, 2007
MBA, Southeastern Oklahoma State University, 2011

**Jessika Bailey, MSHR (2010)**
*Director, International Students' Program*
BA, East Central University, 2010
MSHR, ibid., 2013

**Riley W. Bailey III, MEd (2009)**
*Head Coach Women's Soccer*
BS, Oklahoma Christian University, 1995
MEd, East Central University, 1999

**Stan Balch, MSHR (2010)**
*Director, Educational Opportunity Center*
BS, University of Maryland, 1999
MSHR, East Central University, 2014

**Mason Barker, BS (2018)**
*Residence Director, Housing and Residence Life*
BS, Tarleton State University, 2018

**Mitchelle Barton, (2022)**
*Academic Advisor/Concurrent Enrollment*

**Dana Belcher, MLIS (1997)**
*Library Director, Instructor*
BS, East Central University, 1987
MLIS, University of Oklahoma, 1996

**Kelcie Branscum, MBA (2018)**
*Academic Advisor & Student Supervisor, Academic Success Center*
BA, East Central University**,** 2012
MBA, Southeastern Oklahoma State University, 2015

**Shawna Case, MEd (2009)**
*Academic Advisor & Director of Native American Academic Services*
BS, East Central University, 1990
MEd, ibid., 2004

**Lindsay Christian, MEd (2017)**
*Infant Toddler Specialist, Child Care Resources & Referral*
BA, University of Oklahoma, 2005
MEd, East Central University, 2021

**Deborah Claxton, MEd (2001)**
*NCAA Eligibility Officer and Academic Advisor, Academic Success*
BS, East Central University, 1995
MEd, ibid., 2001

**Matthew W. Cole, MS (2014)**
*Head Women's Basketball Coach*
BS, Northeastern State University, 1999
MS, ibid., 2006

**Stephanie Cooper, MSHR (1995)**
*Director, Chickasaw Business Conference Center*
AS, Eastern Oklahoma State College, 1992
BS, East Central University, 1995
MSHR, ibid., 1997

**Kelly Dickey, MS (2018)**
*Controller*
BS, East Central University, 2016
MS, idib., 2017

**Yul Dotson, MSHR (1995)**
*Academic Coordinator, McNair Scholars Program*
BS, East Central University, 1999
MSHR, ibid., 2005

**Talina M. Eaker, BA (2014)**
*Assistant Director, Marketing and Recruitment*
BA, East Central University, 2005
MiM, ibid., 2019

**John Engel, MHR (2018)**
*Program Coordinator, Veterans Upward Bound,*
BS, East Central University, 1994
MHR, University of Oklahoma, 2008
U.S. Army (Ret)

**Kody Everett, BS (2013)**
*Counselor, Financial Aid*
BS, Oklahoma State University, 2012

**Whitney Gifford, MEd (2008)**
*Director, Upward Bound*
BA, East Central University, 2008
MEd, ibid., 2009

**Sonny Golloway (2022)**
*Head Baseball Coach*
BS, OK Christian University, 1984

**Jessica A. Griffin, BA (2013)**
*Coordinator, Drug Free Communities*
BA, East Central University, 2006

**Cassie Haley, BS (2021)**
*Graduate Advisor*
BS, East Central University

**Kyle Hankins, BA (2018)**
*Assistant Men's Basketball Coach*
BA, Morehead State University, 2006

**Robert Hayes, BS (1997)**
*Facilities Coordinator/Motor Pool Director, University Center*
BS, East Central University, 1993

**Ashlee Heck, MSHR (2020)**
*Director, Recruitment*
MSHR, East Central University, 2010

**Rhonda Hibbard, MEd (2018)**
*Director, NASNTI Heritage Program*
BS, East Central University, 1980
BS, University of Central Oklahoma, 1988
MEd, East Central University., 2007

**Katie Hill, MSHR (2011)**
*Upward Bound Project Coordinator and Database Manager*
BS, East Central University, 2010
MSHR, ibid., 2013

**Pam Hollowell (2006)**
*Interpreter, Interpreter Services Program*
Level IV QAST Certification

**Becky Isaacs, MSA (1984)**
*Director, Financial Aid*
BS, East Central University, 2010
MSA, ibid., 2013

**Vencent Johnson, MHRC (2017)**
*Director, Upward Bound 2*
BS Ed, East Central University, 1985
MHRC, ibid., 1998

**Jaxie A. Johnston, MS (2006)**
*Coordinator, Early Settlement - South Central*
BS, East Central University, 2006
MS, ibid., 2010

**Melissa Jones, MS (2011)**
*Director, Upward Bound Math & Science*
BS, East Central University, 2007
MS, ibid., 2009

**Tyrel Jones, BS (2017)**
*Events Coordinator/Game Day Operations*
BS, East Central University, 2013

**Bryant Kelley, BS (2000)**
*Director, Mail and Printing Services*
BS, East Central University, 1986

**Ashtin Kinney, BA (2019)**
*Research Specialist, Office of Institutional Effectiveness*
BA, East Central University, 2017

**Mark Kirkpatrick, MEd (2021)**
*Director, Wellness Center*
BS, East Central University, 2014
MEd, East Central University, 2018

**Mary A. LaMack, BS (2013)**

*Interim Director, Information Technology*
BS, East Central University, 2014

**Lisa M. Letellier (2013)**
*Assistant Health Director, Health Services*

**Buffy Lovelis, MSHR (2007)**
*Chief Operating Officer, ECU Foundation*
BS, East Central University, 2005
MSHR, ibid., 2008

**Rudy Paul Lupinski, BA (2012)**
*Staff Accompanist, Music*
BA, East Central University, 1976

**Leah Lyon, MEd (2005)**
*Director, Office of Sponsored Programs and Research*
BS, East Central University, 1991
MEd, East Central University, 2009

**Steven Martin, (2022)***Director, NASNTI REACHE Program*
BA, Oklahoma University, 1994
MS, South Dakota University, 2005

**Ben Matlock, BS (2014)**
*Server Systems Analyst, Information Technology*
BS, East Central University, 2011

**Haley Matlock, PhD (2021)**
*Director, Academic Success Center*
BS, Southeastern Louisiana University, 2012
MPA, Louisiana State University, 2015
Phd, Louisiana State University, 2021

**Steve McBride, BS (2014)**
*Programmer Analyst, Information Technology*
BS, East Central University, 1994

**Wendy L. McKibben, MEd (2013)**
*Instructional Technology Designer, Center for Excellence in Teaching and Learning*
BS, East Central University, 2001
MEd, ibid., 2014

**Mary Meeks, MSHR (1995)**
*Director, Veterans Upward Bound*
BS, East Central University, 1993
MSHR, ibid., 1998

**Bert H. Miller, MSHR (2002)**
*Chief, East Central University Police Department*
BS, East Central University, 2000
MSHR, ibid., 2004

**Chandra Miller, MS (2019)**
*Director, Purchasing*
AS, Seminole State College, 1989
BBA, Langston University, 1999
MS, Oklahoma State University, 2007

**Scott O'Dell, MA (2013)**
*Director, Strength and Conditioning*
BS, William Jewell College, 1997
BS, University of Central Missouri, 2000
MA, San Jose State University, 2002

**Darryl Overstreet (2013)**
*Director, Physical Plant*

**Dannie Patton, MSHR (2002)**
*Director, Student Support Services*
BA, East Central University, 1997
MSHR, ibid., 2005

**Angel Patterson, BSW (2021)**
Business Consultant Specialist, Child Care Resource and Referral
BSW, East Central University, 1997

**Andre Pegg, MSA (2018)**
*Assistant Controller, Controller's Office*
BS, East Central University, 2009
MSA, ibid., 2010

**Wanda Pierce, BS (2007)**
*Counselor, Educational Opportunity Center - Seminole*
BS, Mid America Christian University, 2004

**Melissa Price, MEd (2003)**
*Lead Interpreter, Coordinator of Interpreter Services Program*
BA, East Central University, 2002
MEd, ibid., 2008
Level IV QA State Certification

**Heather M. Robben, MS (2014)**
*Assistant Women's Basketball Coach*
AA, Hutchinson Community College, 2010
BS, Emporia State University, 2012
MS, ibid., 2014

**Kim Rogers, MEd (2010)**
*Director, Testing and Accessibility Services*
BS, East Central University, 2000
MEd, ibid., 2013

**Kirk Rushing, MSHR (1998)**
*Counselor, Educational Opportunity Center - Ardmore*
BA, East Central University, 1994
MSHR, ibid., 2003

**Leena Rudolph, BS (2018)**
*Director of Residence Life, Housing and Residence Life*
BS, East Central University, 1991

**Steve Sawyer, MEd (2007)**
*Head Men's and Women's Cross Country and Track & Field Coach*
BSEd, East Central University, 2005
MEd, ibid., 2007

**Amy Schlup BS (2016)**
*Bursar*
BS, Sam Houston State University, 2001

**Marcus Smith, BS (2009)**
*Academic Technology Specialist, Information Technology*
BS, East Central University, 2017

**Chester Standridge, MS (2008)**
*Assistant Director, Financial Aid*
BA, Northeastern State University, 1995
MS, ibid., 1997

**Georgiana Sullivan, MEd (2017)**
*Child Care Consultant, Child Care Resource and Referral*
BA, East Central University, 1995
MEd, ibid., 2008

**Brian L. Tessman, BS (2017)**
*Associate Registrar, Office of Admissions and Records*
BS, University of Nebraska, 1988

**Rob W. Thompson, BS (2005)**

*Coordinator for Enterprise Computing*
BS, East Central University, 2005

**Lindsey Tilley, BS (2006)**
*Director, Safety Training and Technical Assistance for Administrators, Boards, and Law Enforcement (STAABLE)*
BS, East Central University, 2003

**Haley P. Vickers, MS (2018)**
*Director, Curriculum & Faculty Affairs*
BS, Troy University, 2010
MS, ibid., 2012

**Kimberly A. Walker, BS (2014)**
*Counselor/Customer Service Specialist, Financial Aid*
BS, East Central University, 2008

**Bethany Walling, BA (2012)**
*Grants Specialist, Sponsored Programs and Research*
BA, East Central University, 2006

**Zac Watson, BS (2021)**
Programmer Analyst
BS, East Central University, 2021

**Mary Weddle, BS (2008)**
*Director, Developmental Disabilities*
BS, East Central University, 1995

**Royanna Willis (2022)**
*Academic Adviser/Retention Specialist*
BA, East Central University

**Travis Wilson (2010)**
*Assistant Director, Facilities Management*

**Susan Youngblood, MS (2016)**
*Director, Career Development Center*
BS, University of Oklahoma, 2000
MS, East Central University, 2003

### Support Staff

**Larame Adams**
*Police Officer, ECU Police Department*

**Sam Baker, MA (2010)**
*Digital Services Assistant, Linscheid Library*

**Jill Ballard, (2019)**
*Dean's Secretary, Stonecipher School of Business*

**Rain Bear, BS (2014)**
*Project Assistant Coordinator, DD Training Grant*

**Merianne Biles, MS (1996)**
*Office Manager, Upward Bound Math & Science Program*

**Weston Blaine, BA (2019)**
*Purchasing Assistant, Office of Purchasing*

**Moriah Briscoe (2022)**
*Records Specialist*

**Twilla Brown (1994)**
*Storeroom/Shipping & Receiving Clerk, Facilities Management*

**Carla M. Buchanan, BA (2014)**
*Administrative Assistant, Student Development*

**Tanner Capps, BFA (2017)**
*Assistant Registrar, Office of Admissions and Records*

**Kaylie J. Coleman, BA (2013)**
*Technical Services Assistant, Linscheid Library*

**Kenda Daniel, BA (2014)**
*Administrative Assistant to VP Administration & Finance*

**Tina Essary (2004)**
*Payroll Clerk, Employment Services*

**Matthew Geisler (2022)**
*Interpreter*

**Lauren Hathcoat, BA (2016)**
*HBFFAC Facility Coordinator & Technical Director, Communications & Marketing*

**Patrick W. Hicks, BA (2013)**
*Assistant Registrar & School Certifying Official*

**Glen D. Jones, MSHR (2006)**
*Patrolman, ECU Police Department*

**Rhonda Kinder (1994)**
*Payroll Clerk, Employment Services*

**V. Kimberley Lofton, AGS (2015)**
*Operator, Switchboard*

**Penny McCain (2016)**
*Senior Admissions Counselor, Office of Admissions and Records*

**Elizabeth McDowell, AA (2021)**
*Technicial Assistant, Academic Affairs*

**Sheri G. Miller, BS (2012)**
*Coordinator, STTAABLE Campus Program*

**Fletta Milner (1990)**
*Accounting Clerk, Controller's Office*

**Stephanie Moss (2013)**
*Grant Accountant, Controller's Office*

**Haley Monroe, BA (2021)**
*Public Services Assistant, Linscheid Library*

**Kelly Payne (2014)**
*Dean's Secretary, College of Health and Sciences*

**Melody E. Pedersen, BS (2008)**
*Academic Counselor, Education Opportunity Center*

**Janet Poole (2011)**
*Processing Clerk, Financial Aid*

**Brandon Prine (2021)**
*Collection Services Assistant, Linscheid Library*

**Marcella Ramos (2022)**
*Transfer Credit Specialist*

**Krystyan Ramey, MEd (2016)**
*Wellness Center / Esports Program Coordinator*

**Julie M. Ray (2021)**

*Secretary, Institutional Effectiveness and Sponsored Programs and Research*

**Debra Reed, BS (2019)**
*Dean's Secretary, College of Liberal Arts and Social Sciences*

**Amy Ross, AA (2016)**
*Pontotoc Co. Project Aware Grant Coordinator, Brandon Whitten Institute*

**Jessica Sanchez (2017)**
*Office Manager, McNair Program*

**Dennis W. Smith, BA (2008)**
*Patrolman, ECU Police Department*

**Tiffany Smith, MSHR (2013)**
*Accommodation Specialist, Office of Testing & Accessibility Services*

**Jared B. Stewart, BS (2014)**
*Help Desk Manager, Information Technology*

**Kamryn Stout, BS (2020)**
*Benefits Coordinator, Employment Services*

**Charlan Towsley, AAS (2019)**
*Administrative Assistant, Academic Affairs*

**Chandler Williams (2022)**
*Dean's Secretary, School of Graduate Studies*

**Donna Wood, BS (1998)**
*Cashier, Bursar's Office*

## Emeriti

**Richard Alford, PhD (1982-2015)**
*Professor and Chair, Sociology*
BA, University of Wyoming, 1974; MA, University of Pittsburgh, 1979
PhD, ibid., 1979

**Farooq Ali, PhD (1993-2008)**
*Assistant Professor, Library*
BA, Osmania University, 1968; BLSC, ibid., 1971; MLS, Emporia State University, 1975; PhD, Texas Women's University, 1992

**Kelley Alig, EdD (1997-2016)**
*Associate Professor*
BME, Central State University, 1976; MME, University of Oklahoma, 1983; EdD, Arizona State University, 1992

**Duane C. Anderson, PhD (1990-2015)**
*Provost and Vice President for Academic Affairs and Professor of History*
AA, Bismarck Junior College, 1966; BSEd, University of North Dakota, 1968; MA, ibid., 1970; PhD, University of Oklahoma, 1976

**Pamla Armstrong, MSHR (1980-2014)**
*Director of Admissions and Records/Registrar*
BS, East Central University, 1986; MSHR, ibid., 1989

**Curtiss J. Baker, MEd, CPA (1970-1998)**
*Vice President for Fiscal Affairs and Auxiliary Enterprises*
BSEd, East Central University, 1959; MEd Southeastern State College, 1969

**Sherry Shiplet Barnes, MPH (1976-2005)**
*Department of Health Information Management*
BS, East Central University, 1976; MPH, University of Oklahoma Health Sciences Center, 1982

**Charles Barrick, EdD (1971-1999)**
*Department of Education*
BS, Kansas State College, 1963; MS, ibid., 1968; EdD, Texas A&M University, 1980

**John Bedford, EdD (1997-2013)**
*Professor, Education*
BS, West Texas State, 1969; MS, ibid., 1972; EdD, Baylor University, 1995

**Rosemarie A. Benya, PhD (1980-2008)**
*Department of English and Languages and Adolph Linscheid Distinguished Teaching Professor*
BA, Notre Dame College, 1964; MA, Middlebury College, 1968; PhD, Ohio State University, 1980

**Charles Biles, PhD (1993)**
*Professor, Biology*
BS, Stephen F. Austin State University, 1980
MS, Colorado State University, 1984
PhD, Texas A&M University, 1988

**Laura Bixler, PhD (1998-2017)**
*Professor, Education*
BSEd, Southwestern Oklahoma State University, 1980; MEd, University of Central Oklahoma, 1983; PhD, University of Oklahoma, 1998

**Patrick O. Bohan, PhD (2002-2018)**
*Professor, Environmental Health Science*
BA, Lehigh University, 1971; MS, University of Rhode Island, 1974; MS, University of Cincinnati, 1983; PhD, University of Oklahoma Health Sciences Center, 2007

**Carol J. Bridges, PhD (1978-2013)**
*Professor, Human Resources and Adolph Linscheid Distinguished Teaching Professor*
BA, Central State College, 1968; MSW, University of Oklahoma, 1975; PhD, Oklahoma State University, 1989

**Phillip D. Briggs, MA (1965-1998)**
*Department of Mathematics*
BS, University of Oklahoma, 1959; MA, ibid., 1963

**Elmer Ray Brown, EdD (1961-2000)**
*Department of Biology*
BS, Southeastern State College, 1957; MS, Oklahoma State University, 1959; EdD, ibid., 1974

**James W. Burke, Jr., PhD (1978)**
*Professor and Chair, Human Resources and Col. Tom A. Thomas Endowed Chair in Human Resources*
BA, University of Tulsa, 1972;MSW, Our Lady of the Lake University, 1976; PhD, Oklahoma State University, 1989

**John J. Burke, PhD (1980)**
*Professor, Psychology*
BA, Fairfield University, 1967
MA, West Virginia University, 1969
PhD, ibid., 1975

**Burt K. Burns, EdD (1969-1996)**
*Department of Mathematics*
BS, Oklahoma State University, 1957; MS, ibid., 1958; EdD, ibid., 1965

**Clyde E. Butler, EdD (1966-1991)**
*Department of Biology*
BS, Southeastern State College, 1953; MEd, University of Oklahoma, 1957; MNS, ibid., 1963; EdD, Oklahoma State University, 1967

**Janna Byrd, EdD (1978-2018)**
*Associate Professor, Human Resources*
BS, East Central University, 1978; MS, ibid., 1986; CSC National Registry of Interpreters for the Deaf, 1985; Level V QA State Certification; EdD, Oklahoma State University, 2009

**Clay B. Carley III, MS (1999-2016)**
*Assistant Professor, Mathematics and Computer Science*
BA, Sonoma State College, 1970; MS, Renssalaer Polytechnic Institute, 1997

**Martha Chandler, MS (1994-2005)**
*Department of Nursing*
BS, East Central University, 1974; MS, University of Oklahoma, 1992

**William C. Chapman, PhD (1971-1995)**
*Department of Accounting*
BS, University of Tulsa, 1966; MA, University of Florida, 1967; PhD, University of Oklahoma, 1982

**Nicholas J. Cheper, PhD (1980-2015)**
*Professor and Chair, Biology*
BS, University of Notre Dame, 1971; MA, SUNY at Stony Brook, 1974; PhD, University of Tennessee, 1979

**Larry L. Choate, PhD (1995-2016)**
*Professor, Biology and Adolph Linscheid Distinguished Teaching Professor*
BS, Cameron University, 1971; BS, ibid., 1986; MS, Midwestern State University, 1988; PhD, Texas Tech University, 1991

**Terry Cluck, PhD (1990-2016)**
*Professor, Biology*
BS, Southwestern Oklahoma State University, 1972; MA, Baylor University, 1976; PhD, Texas A&M University, 1985

**Wayne Cobb, MEd (1978-2003)**
*Department of Health, Physical Education, and Recreation*
BSEd, Southeastern State College, 1965; MEd, ibid., 1968

**Rebecca Compton, EdD (1979-2014)**
*Professor, Education*
BSEd, University of Oklahoma, 1973; MEd, East Central University, 1980; EdD, University of Oklahoma, 1995

**Allen Correll, DMA (2003-2018)**
*Associate Professor, Music, Director of Bands*
BME, University of Central Oklahoma, 1974; MME, ibid., 1984; DMA, University of Oklahoma, 2009

**Thomas Cowger, PhD (1994-2019)**
*Professor, History and Chickasaw Nation Endowed Chair in Native American Studies*
BA, Purdue University, 1980; MA, ibid., 1989; PhD, ibid., 1994

**Arlie V. Daniel, PhD (1981-2010)**
*Professor, Communication and Adolph Linscheid Distinguished Teaching Professor*
AA, Iowa Lakes Community College, 1963; BA, Morningside College, 1965; MA, University of Iowa, 1978; PhD, University of Nebraska-Lincoln, 1981

**Victoria A. Dansby, PhD (1989-2014)**
*Program Coordinator: Dance and Professor, Communication Department*
BA, University of California - Riverside, 1974; MA, California State University-Fullerton, 1976; PhD, University of Oklahoma, 1998

**Anne Walendy Davis, PhD (1987-2016)**
*Professor and Director, School of Nursing*
AA, Southeast Missouri State University, 1973; BS, ibid., 1974; MSN, University of Central Arkansas, 1980; PhD, Texas Woman's University, 1992

**Kevin M. Davis, PhD (1987-2015)**
*Professor, English and Languages and Director, Writing Center*
BA, Southeast Missouri State University, 1973; MA, ibid., 1976; PhD, Indiana University of Pennsylvania, 1990

**Bobby Dennison, EdD (1968-1995)**
*Department of Industrial Education & Technology*
BS, East Texas State University, 1959; MEd, ibid., 1963; EdD, Texas A&M University, 1970

**Dan Denny, EdD (1999-2010)**
*Associate Professor, Human Resources*
AA, Eastern Oklahoma State College, 1988; BA, East Central University, 1994; SHR, ibid., 1996; EdD, Oklahoma State University, 2006

**Sandra A. Dixon, MEd, MCEd (1985-2010)**
*Assistant Professor and Director, Health Information Management*
BS, Texas Woman's University, 1976; MCEd, Reformed Theological Seminary, 1981; MEd, University of Central Oklahoma, 1993

**Mickle Duggan, EdD (1983-2010)**
*Acting Chair and Professor, Mathematics*
BS, Central State University, 1981; MS, Oklahoma State University, 1983; EdD, ibid., 1999

**Linda Dyer, MS (1974-2006)**
*Assistant Professor, Department of Human Resources*
BA, East Central Oklahoma State University, 1981; MS, ibid., 1984; CSC National Registry of Interpreters for the Deaf, 1978; graduate study, University of Oklahoma, 1989-1991

**Randal R. Elston, EdD (1989-2009)**
*Professor, Human Resources*
BA, East Central University, 1976; MS, Oklahoma State University, 1977; EdD, ibid., 1981

**Sue E. Fathree, MEd (1965-1986)**
*Department of Speech-Theatre-Communication*
BAEd, East Central State College, 1957; MEd, University of Alaska, 1963; graduate study, University of Oklahoma, 1974-79

**Robert E. Feighner, MS (1979-2004)**
*Director, Computer Services*
BS, Michigan State University, 1968; MS, University of Notre Dame, 1971; graduate study, Indiana University, 1973-74, 1977; University of Notre Dame, 1976, 1978; Central State University, 1981, 1983

**Anne Fine, PhD (1995-2013)**
*Professor, Mathematics*
BS, Central State University, 1974; MS, Oklahoma State University, 1978; PhD, University of Oklahoma, 1995

**Eldon D. Flinn, MEd (1982-1991)**
*Department of Health & Physical Education*
BSEd, East Central State College, 1961; MEd, ibid., 1977

**Deborah Flowers, PhD (1993-2014)**
*Professor, Program Coordinator, ECU at SOSU Nursing Program*
ADN, Murray State College, 1973; BS, East Central University, 1989; MS, Texas Woman's University, 1991; PhD, ibid., 1998

**Billie Jean Floyd, MEd (1958-1984)**
*Department of Health & Physical Education*
BSEd, East Central State College, 1951; MEd, University of Oklahoma, 1956

**Patrick D. Fountain, DBA (1988-91, 1993-95, 2001-2016)**
*Professor, Business Administration and S.C. Boswell Endowed Professor*
BS, East Central University, 1980; MS, University of Queensland, 1988; MHRS, Louisiana Tech University, 1993; DBA, ibid., 1999

**Beverly Fraser, PhD (1985-1998)**
*Department of Human Development, Hospitality, and Food Science*
BS, Delta State University, 1961; MA, University of Mississippi, 1969; PhD, Saint Louis University, 1985

**Jeffrey D. Frederick, MM (1966-1998)**
*Department of Music*
BME, Southwest Texas State College, 1962; MM, North Texas State University, 1967

**Judy Goforth Parker, PhD (1985-2009)**
*Professor, Nursing*
BS, East Central University, 1976; MS, University of Oklahoma, 1983; PhD, Texas Woman's University, 1992

**Robert W. Greenstreet, EdD (1984-2013)**
*Professor, Communication Studies and Director of Forensics*
BA, The University of the Pacific, 1971; MA, Western Washington University, 1974; EdD, Oklahoma State University, 1996

**Richard A. Groetzinger, PhD (2008-2020)**
*Associate Professor, Communication and Performance Studies, Director of Theatre*
BA, Mount Union College, 1973; MA, University of Akron, 1976
PhD, Bowling Green University, 1984

**Constance Hall, MS (1988-2002)**
*Department of Accounting*
BA, University of Delaware, 1968; MS, Florida State University, 1970

**Delma L. Hall, PhD (1986-2010)**
*Assistant Vice President for Academic Affairs and Associate Professor, Communication*
BAEd, East Central University, 1968; MA, University of Oklahoma, 1983; PhD, ibid., 2002

**Troy Ray Hamlett, PhD (1981-2005)**
*Department of Mathematics*
BA, Arkansas College, 1971; MS, University of Arkansas, 1973; PhD, ibid., 1975

**John R. Hargrave, JD (2009-2017)**
*President*
BA, East Central University, 1977; JD, University of Oklahoma College of Law, 1980

**Ben W. Harper, PhD (1975-2012)**
*Professor, Education*
BAEd, Northeastern State College, 1971; MEd, ibid., 1973; PhD, University of Oklahoma, 1975

**James Harris, PhD (1965-1999)**
*Department of History*
BA, Baylor University, 1956; MA, University of Texas, 1961; PhD, University of Oklahoma, 1971

**Joanna Harris-Young, PhD (1990-2021)**
*Professor, Psychology, CEP Graduate Program Coordinator*
BA, University of Oklahoma, 1982; MA, University of Houston, 1986; PhD, University of Oklahoma, 1990

**William Heitland, EdD (1979-2016)**
*Professor, Psychology and Adolph Linscheid Distinguished Teaching Professor*
BS, Ohio State University, 1970; MS, St. Francis College, 1974; EdD, Ball State University, 1977

**Joe Hendrix, MS (2001-2011)**
*Instructor, Nursing*
BS, East Central University, 1999; MS, University of Oklahoma Health Sciences Center, 2004

**James F. Herndon, MA (1966-1997)**
*Department of Computer Science*
BS, Southwest Missouri State College, 1959; MA, University of Oklahoma, 1961

**Starla Hibler, DMA (1991-2013)**
*Professor, Music*
BM, Illinois Wesleyan University, 1981; MM, University of North Texas, 1983; Vienna Conservatory of Music, Austria, 1983-84
DMA; University of North Texas, 1990

**Edward L. Hobbs, MT (2008-2013)**
*Assistant Professor, Accounting and Horne & Company Endowed Professor*
AS, Santa Barbara City College, 1970; BS, East Central University, 1988; MT, University of Denver, 1990

**Eugene Hobbs, PhD (1985-1996)**
*Department of Mathematics*
BSEd, East Central State College, 1962; MT, ibid., 1963; MS, University of Notre Dame, 1966; PhD, University of Wisconsin-Madison, 1975

**Mark S. Hollingsworth, DMA (1986-2016)**
*Dean, College of Liberal Arts and Social Sciences and Professor of Music*
BM, University of the Pacific, 1976; MM, University of Wisconsin - Madison, 1978; DMA, University of North Texas, 1989

**Susan Hudgins, MBA (2002-2013)**
*Assistant Professor, Business Administration*
AS, Seminole State College, 1996; BS, East Central University, 1998; MBA, Oklahoma City University, 2000; ABD, Nova Southeastern, 2010

**Phyllis Isaacs, PhD (2009-2022)**
*Dean, Associate Professor, Education*
BA, East Central University, 1998
MEd, East CEntral University, 2005
PhD, Oklahoma University, 2009

**Kurt H. Jackson, PhD (1982-2009)**
*Associate Professor, Business Administration, Director, Institutional Research*
BS, Oklahoma State University, 1969; MS, ibid., 1977; PhD, ibid., 1984

**Pamela Jackson, EdD (1988-2014)**
*Associate Professor, Business Administration*
BA, College of New Jersey, 1974; MS, Oklahoma State University, 1982; EdD, ibid., 1990

**F. Bradley Jessop, EdD (1990)**
*Professor and Director, School of Fine Arts*
BFA, Emporia State University, 1981
MA, ibid., 1983
EdD, Oklahoma State University, 2000

**Raymond Johnson, MAS (2000-2003)**
*Vice President for Fiscal Affairs*
BS, East Central University, 1971; MAS, Southeastern Oklahoma State University, 1984

**Davis D. Joyce, PhD (1987-2002)**

*Department of History*
BS, Eastern New Mexico University, 1961; MA, New Mexico State University, 1963; MDiv, Meadville/Lombard Theological School, 1986; PhD, University of Oklahoma, 1968

**Charles R. Kelly, PhD (1966-1994)**
*Department of Cartography/Geography*
BA, University of Colorado, 1957; MA, ibid., 1963; MAT, Indiana University, 1965; PhD, University of Oklahoma, 1971

**Harrel Kennedy, MEd (1990-2005)**
*Institutional Advancement*
BS, University of Oklahoma, 1964; MEd, Central State University, 1968

**Marvin E. Kroeker, PhD (1966-1993)**
*Department of History*
BA, Tabor College, 1950; MA, University of Oklahoma, 1954; PhD, ibid., 1967

**Adrianna Lancaster, PhD (2003-2021)**
*Associate Provost, Dean, School of Graduate Studies; Associate Professor of Education*
BA, East Central University, 1990, MLS, Texas Woman's University, 1992, PhD, ibid., 1997

**Thomas W. Lanis, PhD (1997-2017)**
*Associate Professor, Business Administration*
BS, Oklahoma State University, 1977; MBA, ibid., 1987; PhD, ibid., 2004

**Douglas L. Laramore, DMA (1977-2005)**
*Department of Music*
BME, West Texas State University, 1974; MM, ibid., 1975; DMA, University of Oklahoma, 1990

**Victor E. Lindsey, PhD (1977-2003)**
*Department of English and Languages*
BS, Millsaps College, 1971; MA, University of Southern Mississippi, 1975; PhD, University of Arkansas, 1982

**Carlotta Lockmiller, PhD (1976-2004)**
*Department of Human Resources*
BA, Tulane University, 1963; MA, University of Pennsylvania, 1964; MPH, University of Oklahoma, 1992; PhD, University of South Carolina, 1995

**R. Sterling Lynd, PhD (1977-2013)**
*Associate Professor, Psychology*
BA, University of North Texas, Denton, 1969; MA, ibid., 1971; PhD, ibid., 1976

**George Mann, EdD (1976-1993)**
*Department of Education*
BSEd, East Central State College, 1963; MT, ibid., 1968; EdD, Oklahoma State University, 1974

**Linda C. Massey, EdD (1999-2016)**
*Professor and Adolph Linscheid Distinguished Teaching Professor, Human Resources*
BA, California State University - Stanislaus, 1985; MS, California State University - Sacramento, 1988; EdD, Oklahoma State University, 2003

**William McClure, PhD (1991-2001)**
*Department of Political Science*
AB, University of Illinois, 1954; AM, ibid., 1955; PhD, ibid., 1960

**Wayne McElhannon, BA (1995-2011)**
*Director, Collegiate Officer Program*
BA, East Central University, 1975; Graduate FBI National Academy, 1979

**Mary McGraw, PhD (1964-1985)**
*Department of English & Languages*
BA, East Central State College, 1947; MA, University of Oklahoma, 1954; PhD, Oklahoma State University, 1979

**Ronald Miller, MEd (1978-2006)**
*Department of Health, Physical Education and Recreation, Women's Softball Coach*
BS, Cameron University, 1973; MEd, East Central University, 1978

**James A. Moore, PhD (1967-1994)**
*Department of English & Languages*
BSEd, University of North Texas, 1965; MA, ibid., 1967; PhD, Oklahoma State University, 1982

**Lucile Morse, EdD (1963-1990)**
*Department of English & Languages*
BS, Oklahoma A & M College, 1952; MT, East Central State College, 1962; EdD, Oklahoma State University, 1971

**Douglas R. Nelson, PhD (1977-1995)**
*Division of Arts & Letters Chair, Department of Music*
BM, University of Colorado, 1958; MA, Stanford University, 1959; PhD, University of North Carolina - Chapel Hill, 1971; graduate study, University of Oslo, Norway, 1959; University of Vienna, Austria, 1959-60

**Robert L. Neman, PhD (1979-2006)**
*Department of Chemistry*
BSEd, University of Texas, 1965; MA, Southwest Texas State College, 1966; PhD, North Texas State University, 1972

**Robert Newcomer, PhD (2002-2015)**
*Associate Professor, Cartography and Geography*
BA, Texas Christian University, 1974; MA, ibid., 1981; PhD, University of Cincinnati, 1996

**Preston O'Neal, MT (1960-1990)**
*Department of Health, Physical Education, and Recreation*
BBA, University of Oklahoma, 1956; MT, East Central State College, 1965

**Willie D. Osborne Jr., EdD (1992-2011)**
*Dean, College of Education and Psychology and Professor of Education*
BAEd, East Central University, 1970; MEd, ibid., 1973; EdD, University of Oklahoma, 1987

**Lewis Parkhill, PhD (1991-2007)**
*Department of English & Languages*
BA, University of Oklahoma, 1966; MA, ibid., 1968; PhD, University of Texas at Austin, 1987

**Jack Paschall, EdD (1970-2009)**
*Professor, Education and Adolph Linscheid Distinguished Teaching Professor*
BA, Southeastern State College, 1965; MT, ibid., 1967; EdD, University of Oklahoma, 1970

**Fredric M. Patrizi, PhD (1978-2008)**
*Professor, Psychology*
BS, Lamar University, 1971; MA, Stephen F. Austin University, 1975; PhD, Texas Tech University, 1979

**Robert A. Payne, PhD (1966-1997)**
*Department of Communication*
BA, Oklahoma Baptist University, 1953; BD, SW Baptist Theological Seminary, 1957; PhD, University of Oklahoma, 1970

**Martha Pennington, EdD (2005-2015)**
*Associate Professor, Education*
BA, Wayne State College, 1973; MEd, University of Houston -Victoria, 1996; EdD, Texas A&M - Kingsville, 2002

**Charles Perry, PhD (1991-2004)**
*Director, Library*
BA, University of Oregon, 1963; MA, ibid., 1967; MA, University of Minnesota, 1976; PhD, University of Oregon, 1971

**Theodore Peshehonoff, MA (1999-2016)**
*Instructor, Communication and Performance Studies*
BA, Northeastern State University, 1982; MA, Oklahoma State University, 1984

**Dean Peterson, JD (1993-2007)**
*Department of Legal Studies Program*
BS, University of Oklahoma, 1974; JD, Oklahoma City University, 1977

**Gregory A. Plumb, PhD (1999-2018)**
*Professor, Cartography and Geography*
BS, Central Michigan University, 1978; MS, University of Idaho, 1981; MPhil, University of Kansas, 1986; PhD, ibid., 1988

**John Price, EdD (1987-2003)**
*Department of Education*
BSE, University of Central Arkansas, 1961; MA, Arizona State University, 1966; EdD, University of Southern California, 1971

**Richard Putnam, PhD (1992-2013)**
*Associate Professor, Psychology*
BS, North Texas State University, 1972; MEd, ibid., 1973; PhD, Texas A&M University, 1985

**Ray Quiett, PhD (1964-1997)**
*Division of Social Sciences, Department of Sociology*
BA, Baylor University, 1956; BD, SW Baptist Theological Seminary, 1959; MA, University of Oklahoma, 1967; MDiv, SW Baptist Theological Seminary, 1968; PhD, Oklahoma State University, 1977

**Morris D. Reed, MBA (1975-1994)**
*Department of Business Administration*
BS, Oklahoma State University, 1967; MBA, University of Hawaii, 1970

**Kathleen Rivers, MFA (2000-2013)**
*Associate Professor of Art*
BFA, Columbus College of Art and Design, 1978; MFA, University of South Carolina, 1986

**Nedra C. Sears, EdD (1985-2004)**
*Department of Education*
BA, University of California, 1972 ; MA, University of Tulsa, 1981; EdD, ibid., 1984

**Regina Robertson, PhD (1990-2020)**
Professor and Chair, Professional Programs in Human Services
BA, East Central University, 1976; MS, Oklahoma State University, 1979; PhD, University of Oklahoma, 2004

**Teresa Rothrock, PhD (2003-2016)**
*Associate Professor, English and Languages, Director, Assessment*
BA, East Central University, 1990; MEd, ibid., 2000; PhD, University of Oklahoma, 2008

**Carl T. Rutledge, PhD (1981-2018)**
*Professor and Co-Chair, Physics, Adolph Linscheid Distinguished Teaching Professor*
BS, University of Arkansas, 1966; MS, ibid., 1969; PhD, ibid., 1971

**David Schallhorn, MFA (1969-1999)**
*Department of Communication*
BSEd, Wisconsin State University, Whitewater, 1962; MFA, University of Oklahoma, 1970; graduate study, ibid., 1973

**William J. Schutter, PhD (1982-1996)**
*Department of Human Resources*
BA, Washburn University, 1966; MSW, University of Utah, 1970; PhD, Kansas State University, 1982

**E. Frank Shanklin, MS (1977-1998)**
*Department of Human Resources*
BA, Central State College, 1968; MS, Oklahoma State University, 1977; graduate study, ibid., 1978-85

**Ralph Sharp, EdD (1983-2013)**
*Associate Professor, Education*
BA, Lawrence University, 1972; MA, University of Missouri, 1973; EdS, ibid., 1979; EdD, ibid., 1982

**Brenda Sherbourne, EdD (1998-2020)**
*Acting Provost and Vice President for Academic Affairs*
BSEd, East Central University, 1984; MEd, Oklahoma State University, 1988; EdD, ibid., 1994

**W. Harold Skinner, EdD (1979-1998)**
*Department of Human Resources*
BAEd, East Central State College, 1961; MT, ibid., 1963; EdD, Oklahoma State University, 1975

**John H. Smith, MA (1979-2000)**
*Department of Health, Physical Education, and Recreation*
AA, Lewis-Clark State College, 1960; BA, University of Northern Colorado, 1963; MA, Adams State College, 1970

**Weldon Smith, MBA (1980-2004)**
*Department of Business Administration*
BS, University of Oklahoma, 1970; MBA, ibid., 1972; graduate study, University of Oklahoma, 1972-75

**Jerry D. Snow, MEd (1976-2004)**
*Dean of Students*
BS, East Central University, 1971; MEd, ibid., 1976; graduate study, University of Oklahoma, 1987-90

**Sherill L. Spaar, PhD (1981-2006)**
*Department of History*
BA, University of Colorado, 1968; MA, Brandeis University, 1970; PhD, University of Colorado, 1981

**Francis Stackenwalt, PhD (1989-2008)**
*Department of History*
BA, University of Oklahoma, 1968; MA, University of Illinois, 1970; PhD, ibid., 1976

**Eric K. Steger, PhD (1970-2008)**
*Department of Business Administration*
BS, Stephen F. Austin State University, 1968; MS, East Texas State University, 1970; PhD, Louisiana Tech University, 1980

**Carl Gene Stephenson, PhD (1965-1990)**
*Vice President for Academic Affairs, Dean of Instruction*
BS, University of Oklahoma, 1959; MNS, ibid., 1964; PhD, ibid., 1972

**Shirley Talley, PhD (1983-2005)**
*Assistant Vice President for Academic Affairs, Department of Communication*
BS, Phillips University, 1973; MS, ibid., 1975; PhD, University of Oklahoma, 1994

**Carolyn Thomas, EdD (1998-2013)**
*Professor, Education*
BS, Oklahoma State University, 1971; MS, ibid., 1992; EdD, ibid., 2000

**Nancy Thomason, MS (1979-2005)**
*Executive Director, Center of Continuing Education and Community Services*
BA, Ohio State University, 1970; MS, St. Francis College, 1974

**Rahmona Thompson, PhD (1991-2017)**
*Professor, Biology*
BS, University of Oklahoma, 1978; MS, ibid., 1981; PhD, Oklahoma State University, 1988

**Hugh Tribbey, PhD (1995-2018)**
*Assistant Professor, English and Languages*
BA, Phillips University, 1978; MAT, Oklahoma City University, 1982; MA, Midwestern State University, 1990; PhD, Oklahoma State University, 1996

**Alvin O. Turner, PhD (1997-2006)**
*Dean, School of Humanities and Social Sciences; Acting Dean, School of Graduate Studies*
BA, University of Central Oklahoma, 1968; MA, Central Missouri State University, 1970; PhD, Oklahoma State University, 1977

**Henry R. Walbrick, MEd (1980-2006)**
*Assistant Athletic Director for Compliance, Department of Health, Physical Education, and Recreation*
BSEd, East Central University, 1976; MEd, ibid., 1977

**Anita M. Walker, PhD (1983-2015)**
*Professor, Mathematics*
BS, Southern Methodist University, 1978; BA, ibid., 1978; MA, University of Oklahoma, 1980; PhD, ibid., 1983

**Billy Walker, PhD (1983-2009)**
*Professor and Chair, Computer Science, Adolph Linscheid Distinguished Teaching Professor*
BS, West Texas State University, 1968; MS, Texas Tech University, 1970; PhD, ibid., 1974

**Allene Warren, PhD (2000-2010)**
*Associate Professor, Education, Director of Student Teaching*
BS, East Central University, 1979; MEd, ibid., 1977; PhD, University of Oklahoma, 2003

**Diana Watson-Maile, EdD (1989-2014)**
*Professor and Chair, Human Development, Hospitality, and Food Science*
BS, East Central University, 1979; MS, Central State University, 1984; EdD, Oklahoma State University, 1994

**M. L. Bruce Weems, PhD (1972-2014)**
*Dean, College of Health and Sciences and Professor of Physics*
*Director, Title III (Strengthening the Culture)*
BSEd, Emporia State University, 1967; MS, ibid., 1969; PhD, Oklahoma State University, 1972

**Douglas Weirick, PhD (1993-2019)**
*Professor and Chair, Environmental Health Science*
BGS, University of Kansas, 1980; BS, ibid., 1980; MS, ibid., 1987
PhD, University of Oklahoma, 1995

**Reubin M. Wigdor, PhD (1971-2002)**
*Department of Psychology*
BS, Fairleigh Dickinson University, 1964; MA, ibid., 1968; PhD, University of Oklahoma, 1971

**Gerald Williamson, PhD (1978-2007)**
*Assistant Vice President for Advancement*
AA, New Mexico Junior College, 1968; BBA, Eastern New Mexico University, 1970; MBA, ibid., 1971; PhD, University of Oklahoma, 1985

**Patricia Yarbrough, PhD (1987-2012)**
*Professor, English & Languages, Director, Honors Program*
BS, Oklahoma Baptist University, 1979; MA, Arizona State University, 1982; PhD, ibid., 1987

**John Yozzo, PhD (1987-2010)**
*Professor, English and Languages*
BS, University of Tulsa, 1975; MA, ibid., 1978; PhD, ibid., 1985




## SECTION XII

# COURSE DESCRIPTIONS

### (Listed by Department then Prefix then Course Number)

## Courses in Accounting

**ACCT 2003 Financial and Managerial Accounting for Non-Business Majors**
3 hours--This course provides a survey of accounting concepts and procedures that will enable students to be informed users of financial information in a business setting. This course may not be substituted for ACCT 2103 Financial Accounting or ACCT 2203 Managerial Accounting.

**ACCT 2103 Financial Accounting ■**
3 hours--The study of concepts and procedures for preparation of general purpose financial statements using generally accepted accounting principles.

**ACCT 2203 Managerial Accounting**
3 hours--Prereq.: A grade of C or higher in ACCT 2103. Managerial accounting concepts and objectives; planning and control of sales and costs; analysis of costs and profits for management decision making.

**ACCT 2881-4 Special Studies in Accounting (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**ACCT 3203 Cost Accounting I**
3 hours--Prereq.: A grade of B or higher in 2103 and 2203; or department approval. Elementary principles of cost accounting; internal records of manufacturing business; process and job cost accounting.

**ACCT 3303 Intermediate Accounting I**
3 hours--Prereq.: A grade of B or higher in 2103 and 2203; or department approval. A comprehensive study of financial accounting with emphasis on the evaluation and treatment of assets and their related income statement accounts.

**ACCT 3383 Federal Income Tax Accounting**
3 hours--Prereq.: A grade of B or higher in 2103 and 2203; or department approval. Accounting for individual income tax requirements; preparation of individual income tax returns; tax forms; and income tax problems. Specialized topics include taxable and non-taxable income, business deductions, depreciation, itemized deductions, exemptions, filing status, gains and losses, and tax credits.

**ACCT 3403 Intermediate Accounting II**
3 hours--Prereq.: A grade of C or higher in 3303; or department approval. A continuation of the study of the principles of financial accounting theory and practice. Primary topics include stockholder's equity; debt; equity; and earnings per share calculation.

**ACCT 3413 Business Ethics for Accountants**
3 hours--Prereq.: BUCOM 3133 and BUSLW 3213, or departmental approval. This course focuses on what constitutes right or wrong behavior in the business world and on how moral and ethical principles are applied by businesspersons to situations that arise in their daily activities in the workplace. Degree credit not allowed in both ACCT 3413 and BUS 4213.

**ACCT 3423 Community Tax Preparation**
3 hours--Prereq.: 3383; or departmental approval. This course will be operated under the national Volunteer Income Tax Assistant (VITA) program. Students will prepare and e-file tax returns for clients with limited and fixed incomes. The VITA experience creates an environment in which the student can apply classroom knowledge in a professional setting that fulfills an unmet community need.

**ACCT 3453 Advanced Computer Accounting Applications**
3 hours--Prereq.: A grade of B or higher in 2203; a grade of C or higher in BSEC 2603 and MIS 3433; or departmental approval. Study of advanced techniques for addressing complex accounting and business problems using microcomputer software packages. Software packages used include advanced Microsoft Excel, Visual Basic, and QuickBooks. Additional database management, project scheduler, and statistical packages may also be used.

**ACCT 3713 Governmental and Non-Profit Accounting**
3 hours--Prereq.: 3303 or departmental approval. Study of governmental and non-profit accounting. Financial Statement presentation and fund accounting for public entities are emphasized.

**ACCT 3843 Accounting Information Systems**
3 hours--Prereq.: A grade of B or higher in 2103 and 2203; or department approval. The study of the accounting systems of organizations. Emphasis will be devoted to the topics of (a) the concepts underlying

the design and use of an effective accounting information system, (b) the participation of managers and functional specialists in the development of accounting systems, (c) advanced technology concepts such as data bases, internet and electronic data interchange, and (d) control and audit of EDP systems.

**ACCT 4203 Advanced Cost Accounting**
3 hours--Prereq.: A grade of B or higher in 3203; or department approval. Continuation of ACCT 3203. Emphasis is placed on advanced cost analysis and managerial topics. Topics covered include decision making models, inventory management, JIT systems, material planning, activity based costing, etc., as they relate to assisting management in its production functions.

**ACCT 4303 Advanced Accounting**
3 hours--Prereq.: 3403; or departmental approval. Accounting for partnerships and branch operations; business combinations and consolidated financial statements; reporting segments for interim periods, and to the SEC; foreign currency translations and transactions; and accounting for fiduciaries.

**ACCT 4353 Oil and Gas Accounting**
3 hours--Prereq.: 4503 or departmental approval. A study of oil and gas accounting practices. Topics include accounting for leases, subleases, free wells, farmouts, carried interests, acquisition costs, exploration and development costs, operating costs, joint interest costs, and revenue accounting in the oil and gas industry.

**ACCT 4453 Short-Term Financial Management**
3 hours--Prereq.: A grade of C or higher in FIN 3113 or departmental approval. An in-depth study of short-term financial management and financial statement analysis. Topics include cash management, credit and collections, payables management, bank relations, short-term investing and borrowing, and management of interest rate and foreign exchange risks. The class will provide preparation for students wishing to take the Certified Treasury Professional Associate (CTPA) exam.

**ACCT 4503 Auditing**
3 hours--Prereq.: BSEC 2603 and departmental approval; expectation of a minimum of 18 hours in ACCT. Audit procedures; methods of examining financial statements; preparation of audit working papers, statements, and reports.

**ACCT 4513 Auditing II**
3 hours--Prereq.: 4503 or departmental approval. In depth study of advanced topics in auditing. These advanced topics will include auditing standards, auditing practice, and current topics in auditing.

**ACCT 4621-3 Internship in Accounting**
1 to 3 hours--Prereq.: 3203, 3303, 3383, junior standing or departmental approval. Minimum of eight weeks on-the-job experience related to accounting. Daily journal and a written report relating the work experience to the student's accounting major required. OSCPA Internship Certificate may be accepted in substitution. Internship requires prior approval and written agreement between the student and the department.

**ACCT 4703 Accounting Theory**
3 hours--Prereq.: Departmental approval; expectation of a minimum of 24 hours in ACCT. A review of Financial Accounting Standards Board pronouncements and accounting research studies. Emphasis is placed on topics covered in the Accounting Theory portion of the uniform CPA examination.

**ACCT 4723 Financial Statement Analysis**
3 hours--Prereq.: 3303 and FIN 3113; or departmental approval. A detailed case study of techniques and procedures for analyzing financial statements of corporations within different industries.

**ACCT 4981-4 Seminar in Accounting (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**ACCT 4991-4 Individual Study in Accounting (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates. Work may be done in any area of the Department of Accounting.

**ACCT 5023 Development of Accounting Theory**
3 hours-- Prereq.: 3403 or departmental approval. Examines contemporary financial reporting issues both from a historical context and in terms of the extant institutional, ethical, and regulatory environment. Cases and open-ended research assignments are used to help students develop a framework for exercising judgment when the literature provides no direct prescription about correct reporting.

**ACCT 5043 Special Topics in Accounting (Subject named in title listing)**
3 hours--Prereq.: 3203, 3303 and departmental approval. In depth study of selected accounting topics. May be repeated for credit when the topics vary.

**ACCT 5073 Advanced Auditing**
3 hours--Prereq.: 4503 or departmental approval. An in-depth study of advanced topics in auditing. The course will provide the student with a solid understanding of the methods and procedures used by public accounting firms in performing examinations of financial statements of public, private, non-profit, and governmental entities. The course will cover topics that include auditing standards, auditing practice, and current topics in auditing.

**ACCT 5103 Financial Statement Analysis**
3 hours--Prereq.: FIN 3113 and departmental approval. A detailed study of techniques and procedures for analyzing financial statements of corporate entities within various industries.

**ACCT 5113 Accounting for Managers**
3 hours--Prereq.: Must be enrolled in the Masters of Management at ECU or Departmental approval. A study of accounting concepts and reporting techniques applied in a management decision-making context. Students analyze accounting data from real-world case studies and present their analysis, conclusions and recommendations. Topics covered will include cost accounting and the behavior of costs, budgeting, differential analysis and responsibility accounting. Reporting techniques involving the use of current spreadsheet and graphic presentation technology will be presented.

**ACCT 5203 Advanced Federal Income Tax Accounting**
3 hours--Prereq.: 3383 or departmental approval. An in-depth study of advanced topics in taxation. The course will provide the student with a solid understanding of the methods and procedures used by public accounting firms in performing federal income tax returns of individuals, corporations, partnerships, estates, and trusts. The course will cover topics that include federal tax law, corporations, flow-through entities, tax planning and research, and current topics in taxation.

**ACCT 5303 Forensic Accounting and Fraud Examination**
3 hours--Prereq.: 4503 or departmental approval. An in depth study of organizational fraud schemes and methods for detecting, investigating, and preventing fraud.

**ACCT 5403 CPA Prep**
3 hours--Prereq.: Departmental approval. The course is designed to prepare students to take each of the four sections of the Uniform CPA Exam.

**ACCT 5953 Internship in Accounting**
3 hours--Prereq.: Specified by employer with consent of Instructor and Department Chair. Provides experiential learning during which the student works under the supervision of an accounting practitioner. This work experience may be in a public, industry, or government accounting unit. The student is immersed in a variety of intensive work assignments with increasing levels of responsibility. Limited to students admitted to Masters of Science in Accounting- Professional Track.

**ACCT 5981-4 Seminar in Accounting**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic. Work may be done in any area of Accounting.

**ACCT 5991-4 Individual Study in Accounting**
1 to 4 hours--Prereq.: Graduate standing and 12 hours of Accounting. Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports. Work may be done in any area of Accounting.

## Courses in American Sign Language

**ASLHR 2613 American Sign Language I ■**
3 hours--Course consists of principles, methods, and techniques of communication manually with the deaf. Emphasis will be on developing manual communication skills and a basic vocabulary in American Sign Language and an understanding of basic grammatical principles of American Sign Language. Also included will be a brief orientation to the various systems of Signed English.

**ASLHR 3063 American Sign Language II ■**
3 hours--Prereq.: 2613 or departmental approval. Course provides continued development of American Sign Language vocabulary and ASL grammar. Emphasis will be on developing expressive and receptive signing skills in ASL.

**ASLHR 3163 Fingerspelling and Conversational American Sign Language ■**
3 hours--Prereq.: Departmental approval. A course designed to develop expressive and receptive fingerspelling skills, as well as developing the students' understanding and use of conversational ASL.

**ASLHR 4703 American Sign Language III ■**
3 hours--Prereq.: 3063 or departmental approval. An in-depth study of American Sign Language grammar, syntax, idioms, and colloquialisms. Includes body language, mime, and other forms of non-verbal communication.

**ASLHR 4733 American Sign Language IV ■**
3 hours--Prereq.: 4703. A continued study of American Sign Language with emphasis on increasing sign language skills. Also included will be the principles of artistic interpreting.

## Courses in Art

**ART 1123 Computers for Creatives ■**
3 hours--A course that introduces the creative student to the most common software in use in the creative sphere. Studies include, but are not limited to the Adobe creative suite, as well as software for capturing and manipulating three dimensional objects and other technology commonly used by creatives.

**ART 1133 Drawing I**
3 hours--Introductory lab course in drawing logic. Study includes the history and theory of drawing, the development of drawing accuracy and knowledge of drawing materials and techniques.

**ART 1143 Theory and Social Practice ■**
3 hours--An introduction to common contemporary artistic theories. Theories include: Semiotics and Structuralism, Deconstruction and Post Structuralism, Psychoanalysis and Identity, Feminist and Queer Theory, Postcolonial Theory, Socioeconomic Theory, Phenomenology and post humanism.

**ART 1213 Two Dimensional Design**
3 hours--Introductory lab course in two-dimensional design. Study includes the history and theory of two-dimensional design, the principles of design organization, and the application of plastic elements to solve design problems.

**ART 1313 Three Dimensional Design**
3 hours--Introductory lab course in three-dimensional design. Study includes the history and theory of three-dimensional design, the principles of design organization, and the application of plastic elements to solve design problems.

**ART 2103 Integrated Studio I ■**
3 hours--A course in which the student employs multiple materials to create art in an immersive interdisciplinary environment.

**ART 2153 Typography I**
3 hours--This course examines the basics of Typography as a compositional tool. Students will explore the architecture of single letter forms, the principles of setting type, page layout, and publication design. Students will research and present their findings on the History of Typography. All aspects of Typography are learned through in-class demonstrations and studio work. There is an emphasis on technical problem solving and aesthetic use of display and type.

**ART 2213 Watercolor I**
3 hours--An introductory course in watercolor painting. Study includes history and theory of watercolor, the development of techniques and skills working with watercolor, and the application of this knowledge and processes to solve watercolor problems.

**ART 2233 Art in Life ■**
3 hours--Study of significant ideas of Western cultures emphasizing American and European cultures as manifested in visual art and architecture from prehistoric times to present.

**ART 2243 Art History Survey I ■**
3 hours--Paleolithic art through the high Gothic period (35,000 B.C. - 1300 A.D.).

**ART 2253 Art History Survey II ■**
3 hours--Renaissance art through Contemporary art (1300 A.D. to the present).

**ART 2273 Survey of Multicultural Art ■**
3 hours--A study of significant ideas manifested in the visual art and architecture of non-western cultures from the Paleolithic period to today.

**ART 2313 Painting I**
3 hours--An introductory course in oil and/or acrylic painting. Study includes history and theory of painting, the development of skills and techniques of painting, and the application of these knowledges and processes to solve visual problems.

■ Denotes a Liberal Arts course.

**ART 2423 Color Theory**
3 hours--In this course students apply color principles to a variety of design problems and develop the ability to work in both expressive and formal manner.

**ART 2881-4 Special Studies in Art (Subject named in title listing)**
1 to 4 hours--Directed group study on special subject or problem.

**ART 2943 Principles of Graphic Design**
3 hours--This course examines the principles of graphic design through exercises and assignments geared toward experimentation and expression of type, with emphasis on the graphic design process. Topics include basic terminology, principles and fundamentals, comprehension of the visual language and the history of graphic design. Students will learn to use the Adobe Suite software in preparation of commercial applications in Print based media. Foundational course for the advanced courses in graphic design.

**ART 3103 Integrated Studio II ■**
3 hours--An intermediate course in which the student employs multiple materials to create art in an immersive interdisciplinary environment.

**ART 3133 Drawing II**
3 hours--Prereq.: 1133. An advanced course in drawing logic. Emphasis upon the development of drawing accuracy regarding; perspective, line, value, texture, and composition.

**ART 3143 Drawing III**
3 hours--Prereq.: 3133. An advanced drawing course continuing study started in Drawing II, greater focus on composition and thematic interpretations in drawing.

**ART 3153 Typography II**
3 hours--Prereq.: 2153. This course examines Typography as a compositional tool. Students will explore the architecture of single letterforms, the principles of setting type, page layout, and publication design. Students will research and present their findings on the History of Typography. All aspects of Typography are learned through in-class demonstrations and studio work. There is an emphasis on technical problem solving and aesthetic use of display and type.

**ART 3213 Watercolor II**
3 hours--Prereq.: 2213. An intermediate course in watercolor painting. Emphasis upon the development of processes, materials, and knowledges as they relate to watercolor.

**ART 3223 Watercolor III**
3 hours--Prereq.: 3213. An advanced watercolor course dealing with the processes, materials and knowledges introduced in Watercolor II. Emphasis on composition and individual solutions.

**ART 3273 Aesthetics**
3 hours--An introductory course in aesthetic philosophy, readings and writing. Students will develop and explore different concepts about creativity, art, audience, and art's role in societies.

**ART 3303 Motion Graphics**
3 hours--This course is an introduction to the fundamental techniques and components of motion design. Students will explore basic concepts of art and design in time. The course integrates design, image, sound, video, and animation.

**ART 3313 Painting II**
3 hours--Prereq.: 2313. An intermediate course in oil and/or acrylic painting. Emphasis upon the creative use of materials and techniques, concepts of organization, and subjective imagery.

**ART 3323 Painting III**
3 hours--Prereq.: 3313. An advanced painting course. Emphasis on composition, experimentation, and individual expression.

**ART 3403 Figure Drawing I**
3 hours--Prereq.: 1133. A basic studio drawing course that studies the subject of the human figure. Study includes drawing from the skeleton, the live model, and anatomical charts and casts.

**ART 3413 Figure Drawing II**
3 hours--Prereq.: 3403. An advanced drawing course that emphasizes the compositional potentials of the human figure. Study includes objective rendering, experimental techniques, and advanced problems of drawing from the model.

**ART 3513 Sculpture I**
3 hours--An introductory course in sculpture. Study includes the history and theory of sculpture, the basic techniques of sculpture; carving, modeling, building, and casting, and the application of these knowledges to solve visual problems.

**ART 3613 Sculpture II**
3 hours--Prereq.: 3513. An intermediate course in sculpture. Emphasis upon the creative use of materials, techniques, and concepts of organization.

**ART 3623 Sculpture III**
3 hours--Prereq.: 3613. An advanced sculpture course. Emphasis on refining the three-dimensional concept, experimentation and individual solutions.

**ART 3713 Printmaking I**
3 hours--An introductory course in printmaking. Study includes history and theory of printmaking, the basic techniques of printmaking; woodcut, linocut, silkscreen, monoprint, and intaglio, and the application of these knowledges and techniques to solve visual problems.

**ART 3813 Ceramics I**
3 hours--An introductory course in ceramics. Study includes the history and theory of ceramics, the basic techniques of ceramics; hand forming, wheel throwing, and glaze formulation, and knowledge of clay bodies.

**ART 3823 Crafts**
3 hours--Introductory lab course in crafts. Study includes the history and theory of crafts, the solution of craft problems in: ceramics, weaving, and metalsmithing, and the application of sound design organizational concepts.

**ART 3903 Figure Drawing III**
3 hours--Prereq.: 3413. An advanced drawing course that utilizes the model for personal expression. Emphasis is given to the development of personal style, advanced rendering, experimental techniques and problems in drawing the figure.

**ART 3923 Digital and Electronic Art I**
3 hours--This course is an exploration of digital and electronic processes in contemporary art making. Students are introduced to topics such as accessibility, usability, and interface. This course varies by semester and instructor to cover some of the following depending on term: video as art medium, 3D modeling and printing, digital collage, animation, prototyping techniques, and interactive objects.

**ART 3943 Graphic Design I**

■ Denotes a Liberal Arts course.

3 hours--Prereq.: 2943. This is an intermediate course that focuses on the refinement of student's problem solving skills in graphic design as a medium of communication. This course varies by semester and instructor to cover some of the following depending on term: Poster Design and Digital Illustration, Branding and Identity Systems, Data Visualization and Information Design, and Package Design.

**ART 3953 Graphic Design II**
3 hours--Prereq.: 3943. This is a secondary, intermediate course that focuses on the refinement of student's problem solving skills in graphic design as a medium of communication. This course varies by semester and instructor to cover some of the following, depending on term: Poster Design and Digital Illustration, Branding and Identity Systems, Data Visualization and Information Design, and Package Design.

**ART 4103 Integrated Studio III ■**
3 hours--An advanced course in which the student employs multiple materials to create are in an immersive interdisciplinary environment.

**ART 4203 Integrated Studio IV ■**
3 hours--A more advanced course in which the student works to deftly employ multiple materials to create art in an immersive interdisciplinary environment.

**ART 4213 History of Art-Contemporary**
3 hours--Twentieth and Twenty-first century art. Cubism through Contemporary art.

**ART 4403 Figure Drawing IV**
3 hours--A continuation of Figure Drawing III. Emphasis on artistry and development of the individual student's point of view, both as a critic and as a practicing artist.

**ART 4412 Art for Elementary Teachers**
2 hours--A course dealing with elementary school art and crafts, plus the philosophy of art education.

**ART 4513 Art for Secondary Teachers**
3 hours--A study of problems and methods in teaching various arts in high school: planning and organizing art laboratories in regard to materials and subjects.

**ART 4613 Sculpture IV**
3 hours--Prereq.: 3623. A continuation of Sculpture III. Emphasis on innovative individual solutions in those areas that are most vital to the student.

**ART 4713 Printmaking II**
3 hours--Prereq.: 3713. An intermediate course in printmaking. Emphasis upon the creative use of materials and processes; intaglio, lithography, and silkscreen. Application of concepts of organization, techniques, and knowledges to solve visual problems.

**ART 4723 Printmaking III**
3 hours--Prereq.: 4713. An advanced printmaking course. Emphasis on the selection of process, composition and experimentation with color printing.

**ART 4741 Professional Practice I**
1 hours--Students will work on developing methodologies associated with professional practice including preparation of resumes or Curriculum Vita, documentation of their works, development of a web page and general studio practices.

**ART 4813 Ceramics II**
3 hours--Prereq.: 3813. An intermediate course in ceramics. Emphasis upon more sophisticated wheel forming and glaze techniques.

**ART 4823 Ceramics III**
3 hours--Prereq.: 4813. An advanced ceramic course. Emphasis on sculpture or pottery forms selected by the student.

**ART 4841 Professional Practice II**
1 hours--Prereq.: 4741. A more advanced courses in which students will work on developing methodologies associated with professional practice including preparation of resumes or Curriculum Vita, documentation of their works, development of a web page and general studio practices.

**ART 4923 Digital and Electronic Art II**
3 hours--Prereq.: 3923. This course is an advanced exploration of digital and electronic processes in contemporary art making. Students are introduced to topics such as accessibility, usability, and interface. This course varies by semester and instructor to cover some of the following, depending on term: video as art medium, 3D modeling and printing, digital collage, animation, prototyping techniques, and interactive objects.

**ART 4943 Graphic Design Internship**
3 hours--Students will receive 3 credit hours for working on an internship over the course of the semester. Students must turn in 90 logged hours and meet periodically with the instructor to report their progress. The internship must be arranged before the start of the semester or the student will be dropped from the class. Can be taken twice for credit, but only three hours count towards the major.

**ART 4971 Senior Exhibit**
1 hours--Prereq.: 4741 and 4841. This senior exhibition is a cumulative statement of the students preparation to proceed on an art career beyond the baccalaureate degree.

**ART 4981-4 Seminar in Art (Subject named in title listing)**
1 to 4 hours--Directed group study in special subject or problem.

**ART 4991-4 Individual Study in Art (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Studio practice for seniors and advanced students. Open only to selected undergraduates.

**ART 5981-4 Seminar in Art (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**ART 5991-4 Individual Study in Art (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing, twelve hours Art, and Departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Athletic Training

**ATEP 3113 Therapeutic Modalities for Athletic Training**
3 hours--This course introduces students to current theories and applications of the therapeutic modalities in the athletic training setting. Protocols for cryotherapy, hydrotherapy, thermotherapy, electrotherapeutic and ultrasound are discussed. Basic instruction in the application of these forms of therapy are supplemented with practical experiences in the on-campus athletic treatment center lab. The lab component of the course serves as an opportunity for students to take the knowledge of lecture and implement it into practical application for mastery of clinical skills.

■ Denotes a Liberal Arts course.

**ATEP 3223 Evaluation of Lower Extremity**
3 hours--Prereq.: BIOL 2184. This course introduces students to the practice of performing evaluation on specific anatomical structures, particularly the lower extremity. Emphasis is placed on both clinical and on-field evaluations. The lab component allows for practical application of this knowledge.

**ATEP 3443 Evaluation of Upper Extremity**
3 hours--Prereq.: 3223 and BIOL 2184. This course introduces students to the practice of performing evaluation on specific anatomical structures, particularly the upper extremity. Emphasis is on both clinical and on-field evaluations. The lab component allows for practical application of this knowledge.

**ATEP 3623 Therapeutic Exercise**
3 hours--Prereq.: BIOL 2184. This course introduces the student to the basic principles and concepts associated with injury rehabilitation in athletics. The student learns the design, implementation and management of injury-specific rehab protocols, as prescribed by a physician. The laboratory component of this course enables the student to acquire practical experience by practicing clinical skills relative to rehab on a weekly basis.

## Courses in Biology

**B/C/P 4113 Methods of Teaching Biological and Physical Sciences**
3 hours--Prereq.: EDUC 4042 or 4632. Philosophy, methodology and resources for teaching high school (7th - 12th grade) biology, chemistry, and physics.

**BIOL 1114 General Biology ■**
4 hours--An introduction to the general concepts and discoveries of Biology including chemistry, cell biology, energetics and metabolism, genetics, plant and animal phylogeny, ecology, and evolution. Lecture-Laboratory.

**BIOL 1214 General Botany ■**
4 hours--Prereq.: 1114. Morphology, physiology and ecology of the seed plants with a brief survey of the plant kingdom. Lecture, laboratory and field.

**BIOL 1314 General Zoology ■**
4 hours--Prereq.: 1114. A survey of major phyla of the animal kingdom; general morphology, life histories, and principles of animal systematics. Lecture and laboratory.

**BIOL 2002 Introductory Research Experience ■**
2 hours--Prereq.: 1114. Designed to be an introduction to research in the biological sciences. Must have permission from research mentor with whom student will work closely to develop an independent research project. Laboratory and/or field.

**BIOL 2103 Horticulture ■**
3 hours--Prereq.: 1114 with a grade of C or better.
Survey and practice of the horticulture discipline including plant growth and propagation for greenhouse, agricultural, landscaping, therapeutic and hobbyist practices through lecture, laboratory and field delivery

**BIOL 2113 Medical Terminology**
3 hours--A study of the language of medicine including word construction, definitions, and use of terms related to all areas of medical sciences, hospital services and the allied health specialties.

**BIOL 2184 Human Anatomy ■**
4 hours--Prereq.: 1114. An introductory study of the gross anatomy of the human body with an introduction to microanatomy. Laboratory studies of the human skeleton, models and other visual materials. Dissection of the cat with reference to man. Lecture and laboratory. Degree credit not allowed in both 2184 and 3615.

**BIOL 2243 Introduction to Biotechnology ■**
3 hours--Prereq.: 1114 or 1214 or 1314. A survey of the most active areas in the field of biotechnology. Lectures will cover topics such as DNA manipulation, protein engineering, large-scale cultivation of microorganisms, stem cell research, vaccine and monoclonal antibody production, molecular medicine, gene therapy, and genetic engineering in plants and animals.

**BIOL 2344 General Microbiology ■**
4 hours--Prereq.: 1114; CHEM 1114 or 1324. The distribution, dissemination, classification, and identification of microorganisms, special attention to organisms causing disease and to immunity from these organisms. Lecture and laboratory.

**BIOL 2644 Invertebrate Zoology ■**
4 hours--Prereq.: 1314. General invertebrate zoology, including morphology, taxonomy and life histories of representatives of the invertebrate groups. Lecture, laboratory, and field.

**BIOL 2773 Forensic Biology ■**
3 hours--Prereq.: 1114 or 1214 or 1314. A study of the scientific method and biological techniques that are used in forensic investigation (criminalistics). Lectures and laboratory sessions will cover the methods of forensic investigations with an emphasis on the examination of physical evidence used in a court of law. Specific topics include comparative microscopy of hair, textiles, blood and bullets; protein analysis used to distinguish among suspects; analytical methods used to identify certain drugs; and DNA analysis used to identify individuals.

**BIOL 2881-4 Special Studies in Biology (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special project or problem.

**BIOL 3013 Research Methods and Bioethics ■**
3 hours--Prereq.: 1214 or 1314; CHEM 1114. An examination of the methods and techniques that have led to significant discoveries and themes in modern biological sciences, ranging from biodiversity and evolution through cell biology and genetics. Techniques in the critical evaluation of scientific literature and current issues will be included throughout the course, as well as the ethical aspects of data collection and analyses. Considerations of specific biomedical ethics issues will be incorporated into class activities.

**BIOL 3023 Animal Nutrition ■**
3 hours--Prereq.: 1114; CHEM 1114. The nutrients required by animals, their functions, and the interrelationships and the processes of their utilization. In addition, feedstuff composition and their use in diet and ration formulation will be covered. Emphasis will be placed on both ruminant and non-ruminant species.

**BIOL 3034 Medical Botany ■**
4 hours--Prereq.: 1214 with a grade of C or better. A survey of plants affecting human health including how plant were historically used and are currently used, with an emphasis on biologically active constituents.

**BIOL 3111 Peer-to-Peer Laboratory Experience ■**
1 hour--Introduces the student to classroom dynamics through peer-to-peer experiences in a laboratory setting. Students will aid in general preparation and completion of laboratories throughout the semester,

■ Denotes a Liberal Arts course.

critically evaluate peer laboratory handouts, and lead a laboratory discussion.

**BIOL 3134 Field Zoology ■**
4 hours--Prereq.: 1314. An introduction to local animal life based upon classification, distribution, and natural history of representatives of the animal phyla of this region. Lecture, laboratory, and field.

**BIOL 3143 Ethnobotany ■**
3 hours--Prereq.: 1114 or 1214. A survey of plant use by people, including such topics as medicinal, societal, cultural, and economic uses of plants from pre-history to current.

**BIOL 3214 Field Ornithology ■**
4 hours--Prereq.: 1314. An introduction to avian biology with emphasis on field study of life history, ecology, and ethology of local birds. Lecture, laboratory and independent field projects.

**BIOL 3234 General Entomology ■**
4 hours--Prereq.: 1314. Fundamental principles of insect life; classification, life histories and economic relations.

**BIOL 3245 Comparative Vertebrate Anatomy ■**
5 hours--Prereq.: 1314. Comparison of anatomical structure in vertebrate types. Lecture and laboratory.

**BIOL 3254 Medical Entomology ■**
4 hours--Prereq.: 1314. A study of insects and other arthropods with relation to their importance in human medicine.

**BIOL 3303 Stream Ecology and Stream Management ■**
3 hours--Prereq.: 1214 and 1314. The physical, chemical and biological characteristics of stream ecosystems with an emphasis on anthropogenic influences on these systems. A review of selected stream management practices used to mitigate these influences through selected case studies of major river systems from around the world. Lecture and field trips to local stream ecosystems.

**BIOL 3314 Mammology ■**
4 hours--Prereq.: 1314. An introduction to mammalian biology, diversity, anatomy, evolutionary history, systematics, and zoogeography. Laboratory exercises will emphasize structural anatomy and the identification and natural history of Oklahoma mammals.

**BIOL 3324 Herpetology ■**
4 hours--Prereq.: 1314. An introduction to the biology of amphibians and reptiles including anatomy, diversity, evolutionary relationships, physiology, systematics, and zoogeography. Laboratory exercises will emphasize structural anatomy and the identification and natural history of Oklahoma reptiles and amphibians.

**BIOL 3343 Experimental Molecular Biology ■**
3 hours--Prereq.: 1314, 2344. A study of the experimental approach and techniques used in molecular biology. Emphasis will be placed on the extraction, isolation, and purification of proteins and nucleic acids of bacteria, fungi, plants, and animals.

**BIOL 3434 Genetics ■**
4 hours--Prereq.: 1214, 1314 or 2344; 2184 or 3245; CHEM 1114 and 1214. A study of basic principles in inheritance including Mendelism and Molecular mechanisms and recombinant DNA technology. Lecture and laboratory.

**BIOL 3452 Advanced Genetics ■**
2 hours--Prereq.: 3434. Continuation of course 3434.

**BIOL 3514 General Physiology ■**
4 hours--Prereq.: 1314 and CHEM 1114. Includes a study of those physiological phenomena common to all living organisms such as; osmoregulation, functional composition, oxidative metabolism, metabolic control mechanisms, internal distribution systems, nutrition, excretion, integration, and bioelectricity. Lecture and Laboratory

**BIOL 3524 Mycology ■**
4 hours--Prereq.: 1114, 1214, or 2344. A study of fungi, including their evolution, morphology, and ontogeny with medicinal, agricultural, and economic applications. We will use lecture, laboratory, and field techniques to explore the fungal world. Lecture, laboratory and field.

**BIOL 3553 Genomics and Bioinformatics ■**
3 hours--Prereq.: 1214 or 1314; 2243. Introduction to the study and analyses of genomes and the functions and relationships (broadly including biochemical activity and biological function) of all the genes within a genome. Topics will include techniques and methods in genetics, genome sequencing, sequence alignment, gene and protein analysis, microarray analysis, proteomics and database searching.

**BIOL 3615 Human Anatomy and Physiology ■**
5 hours--Prereq.: 1314 and 4 to 8 hours Chemistry: Degree credit not allowed in both 3615 and 3634, or in 2184 and 3615. An introduction to the structure and functions of the various systems of the human body including a study of respiration, digestion, metabolism, and nutrition; a study of the special senses, internal secretion, and muscular and nervous systems. Lecture and laboratory.

**BIOL 3623 Biochemistry of Human Diseases ■**
3 hours--Prereq.: 3434. A survey of the biochemical and molecular basis for human diseases. Lecture topics will include metabolic diseases such as atherosclerosis and diabetes, and the biochemistry related to prion diseases, virology and cancer.

**BIOL 3634 Human Physiology ■**
4 hours--Prereq.: 2184 or 2344 or 3245; CHEM 1114 or 1324. Degree credit not allowed in both BIOL 3615 and 3634. Function of the human body; physical and chemical changes which occur in living systems. Laboratory studies in the physical and chemical nature of energy changes occurring in living systems, and their evaluation under varied conditions. Lecture and laboratory.

**BIOL 3654 Histology ■**
4 hours--Prereq.: 1314. Introduction to the essentials of microanatomy of tissues and organs. Lecture and laboratory.

**BIOL 3674 Plant Ecophysiology ■**
4 hours--Prereq.: 1114, 1214; MATH 1513 or 2825. This course focuses on how plants cope with environmental stress through physiological mechanisms and integration. We will use lecture, lab and field techniques to explore plant-environment interactions. Lecture, laboratory, and field.

**BIOL 3683 Immunology ■**
3 hours--Prereq.: 2344. An introductory study of the principles, mechanisms, and clinical applications of the immune response.

**BIOL 3703 Biostatistics**
3 hours--Prereq.: MATH 1513. A study of statistical methods commonly used in environmental and life science. Topics include descriptive and inferential statistics and other related calculations.

**BIOL 3712 Foundations of Biology ■**
2 hours--A survey by study of original sources and compilations of the sequence of biological discoveries and the men associated with them,

and of the growth of biological theories and the development of scientific thought. Lecture and library.

**BIOL 3814 Plant Kingdom ■**
4 hours--Prereq.: 1214. Representative plants from important groups studied as to general structure and function of each part; methods of reproduction; the development of plants from the simplest to the highest forms. Lecture and laboratory.

**BIOL 3934 Limnology ■**
4 hours--Prereq.: 1214, 1314; CHEM 1114, 1214. Introduction to the study of freshwater biology; physical and chemical factors, plankton analysis, bottom fauna lake and stream mapping and productivity studies. Lecture and laboratory.

**BIOL 4014 Integrated Pest Management ■**
4 hours--Prereq.: 3234 with a grade of C or better. A survey of agronomic pests focusing on insects, including their biology, morphology, identification and management practices for sustainable agriculture, natural resources, and urban and rural health and well being. This is a field-based course.

**BIOL 4023 Animal Behavior ■**
3 hours--Prereq.: 1314. An introduction to the biological basis of animal behavior. Topics include the development, physiological mediation, adaptive significance, and evolution of animal behavior. Lecture.

**BIOL 4113 Vertebrate Embryology ■**
3 hours--Prereq.: 1314. Outline of facts and factors in embryonic development of fishes, amphibians, reptiles, birds and mammals.

**BIOL 4123 Evolution ■**
3 hours--Prereq.: 1214, 1314 and 3434. Modern evolutionary theory with special reference to related genetic mechanism.

**BIOL 4144 Natural History of the Vertebrates ■**
4 hours--Prereq.: 1314. Principles of distribution, classification, life histories, ecology and ethology of the common vertebrates. Emphasis given to the terrestrial forms of local areas. Laboratory and field work emphasizes collecting techniques, identification and preparation of specimens. Lecture, laboratory, and field.

**BIOL 4214 Taxonomy of Flowering Plants ■**
4 hours--Prereq.: 1214. Identification and classification of plants, especially of the local flora; construction and use of keys and the preparation of an herbarium. Lecture, laboratory, and field.

**BIOL 4313 Cell and Molecular Biology ■**
3 hours--Prereq.: 12 hours of biology and CHEM 1214. Cytology, biochemistry, molecular regulation, and function of cells and organelles. Emphasis is on the eucaryotic cell.

**BIOL 4323 Experimental Design in Biological Science■**
3 hours--Prereq.: 1214, 1314, 4414 and one of the following: EHS 3703, MATH 1223, PSYCH 3833 or SOC 3833. Design, implementation and data analysis using the scientific method on a specific topic in the biological sciences. Students will also develop a research proposal that will guide independent research. Lecture.

**BIOL 4414 Ecology ■**
4 hours--Prereq.: 1314 and either 3245 or 3434 or 3634. A study of the structure and function of the ecosystem including a survey of the aquatic and terrestrial habitats. Lecture, laboratory, and field.

**BIOL 4473 Nature Study ■**
3 hours--Common names, natural histories, and interrelationships of local flora and fauna; survey of habitat types, collections, and nature projects. Problems of conservation of wildlife. Lecture and field laboratory. This course is not applicable on major or minor in Biology.

**BIOL 4514 Environmental Biology ■**
4 hours--Prereq.: 1114 or equivalent. A study of the biology of environmental problems and human relationships to theenvironment, including air, water, land, and other organisms. Lecture and laboratory.

**BIOL 4534 Wildlife Management ■**
4 hours--Prereq.: 1214 or 1314. The application of scientific principles to the ecological problems associated with the management of wildlife populations and their habitats. Lecture and laboratory.

**BIOL 4545 Advanced Molecular Biology ■**
5 hours--Prereq.: 2344, 4313. An in-depth investigation of specific enzymes and reagents that modify nucleic acids both in vivo and in vitro. The theory behind biochemical activity, optimal reaction conditions and practical applications in bioengineering will be explored in both lecture and laboratory. The practical portion of the course will be project driven and will incorporate analyses of the current scientific literature.

**BIOL 4553 Pathogenic Microbiology ■**
3 hours--Prereq.: 1214 or 1314, 2344, eight additional hours of Biology, CHEM 3114. The course will focus upon bacterial, fungal, and viral diseases. It will primarily cover human diseases and agriculturally important diseases in crops and livestock. Routes of infection such as air borne, water borne, food borne, soil borne, arthropod borne, and sexual contact will be investigated. Characteristics of infective organisms and their mechanisms of infection in different organisms will be included in the discussion.

**BIOL 4614 Animal Parasitology ■**
4 hours--Prereq.: 1314. Morphology, life history, and classification of the more important parasites of animals; host-parasite relationship and methods of control. Lecture, laboratory, and field.

**BIOL 4713 Methods of Teaching Secondary Biological Science**
3 hours--Prereq.: Twelve hours biology. Philosophy, methodology and resources for teaching high school biology.

**BIOL 4763 Biochemical Genetics ■**
3 credit hours, 0 lab hours--Prereq.: 1214 or 1314, 3434. A study of the molecular mechanisms controlling gene regulation in viruses, prokaryotes and eukaryotes. Topics will include genetic engineering, molecular genetics, and biochemistry of macromolecular interactions.

**BIOL 4881 Biology Senior Seminar**
1 hour--Prereq.: Departmental approval. Directed study on biological activities related to senior level assessment. (This course should be taken during the semester prior to graduation.)

**BIOL 4924 Advanced Research Experience■**
4 hours--Prereq.: 2002. A continuation of the research experience. Must have permission from research mentor with whom the student will work closely to develop an independent research project, fostering skills necessary for careers in laboratory, field and other research oriented fields. Laboratory and/or field.

**BIOL 4981-4 Seminar in Biology (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed study on special subject or problem.

**BIOL 4991-4 Individual Study in Biology (Subject named in title**

■ Denotes a Liberal Arts course.

**listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**BIOL 5144 Freshwater Invertebrate Zoology**
4 hours--Prereq.: 2644 and at least twelve hours additional biology. Identification and ecology of fresh water invertebrates. Lecture, laboratory, and field.

**BIOL 5313 Microbiology and Man**
3 hours--A survey of the microorganisms, their form, function, and importance in personal and community health and ecology. This course designed primarily as general education for graduate students.

**BIOL 5413 Common Plants of Oklahoma**
3 hours--Plant groups of general interest to the layman, including study of basic characteristics of plant families and environmental factors which tend to limit their distribution to certain plant communities. This course is designed primarily as general education for graduate students. Lecture, laboratory, and field.

**BIOL 5433 Human Genetics**
3 hours--A study of the basic principles of human genetics and related biological problems important to our society.

**BIOL 5981-4 Seminar in Biology (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**BIOL 5991-4 Individual Study in Biology (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours biology. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Business Administration

**BSEC 2603 Business and Economic Statistics ■**
3 hours--Prereq.: A grade of C or higher in MATH 1513, 1613 or 2613 or departmental approval. Summarizing and analyzing data for practical use in solving commonly encountered analytical problems in accounting, business or economics. Computerized solution methods emphasized. Students planning to enter graduate school following graduation are strongly advised to take MATH 1223, in lieu of BSEC 2603.

**BSEC 3013 Introduction to Econometrics**
3 hours--Prereq.: A grade of C or higher in BSEC 2603 or departmental approval. Introduction to methods of quantitative analysis of economic data. Reviews basic statistical methods and probability distribution. Topics include data management, using professional statistical software applications; multiple regression analysis; hypothesis testing under conditions of multicollinearity, heteroscedasticity, and serial correlation.

**BSEC 3103 Foundations of Data Analysis**
3 hours--Prereq.: A grade of C or higher in BSEC 2603 or departmental approval. This course introduces students to the fundamental concepts of data analytics for decision-making in business. Students will explore the capabilities and challenges of data-driven business decision-making. The course will include hands-on work with data and software. Topics to be covered include data preparation and manipulation, descriptive, predictive, and prescriptive analytics, decisions under uncertainty, and decision analytics tools (cluster analysis, classification, and linear regression). The course will include hands-on work with data and software currently utilized in the data analytics field.

**BSEC 4003 Advanced Data Analytics**
3 hours--Prereq.: BSEC 3103 or departmental approval. Students will apply analytics tools and applications to solve real-life business problems. In addition to basic analytics tools such as descriptive statistics, data visualization, clustering, and classification, students will learn basic Machine Learning and Artificial Intelligence techniques. multivariate regression analysis, logistic regression, analysis of variance (ANOVA and MANOVA), time series models, and analysis of categorical variables will be discussed. Students will be introduced to various software applications needed to perform analytics. The course will include hands-on work with data and software currently utilized in the data analytics field.

**BSEC 5203 Quantitative Methods for Accounting**
3 hours--Prereq.: 2603 and departmental approval. This course introduces the student to statistical and quantitative techniques used by business managers to aid in decision-making. The focus of this course is the application of statistical and mathematical techniques to problems in accounting.

**BUS 1113 Foundations of Business ■**
3 hours--Prereq.: Must be taken prior to completing 60 total credit hours; or departmental approval. The course combines and links primary fields of business study-management, marketing, finance, accounting, and economics-to offer students an integrative perspective of modern business in an environment of diversity and globalization. In addition, the course will explore the various degree and certificate options offered in the Stonecipher School of Business (SSB), as well as career opportunities in business, and teach students study and test taking skills, time management, SSB writing styles, and SSB cultural aspects all designed to increase the likelihood that students' first and future semesters in college are successful, both academically and socially.

**BUS 2881-4 Special Studies in Business Administration (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**BUS 3013 Native American Economic Development ■**
3 hours--This course will provide an overview of the three primary methods utilized in Indian Country by tribal leadership to effect economic development for their sovereign nations. The course will examine the history of the economic development in Indian Country, the purposes behind each of the three development methods and will utilize three Native American Nations (Chickasaw, Cheyenne-Arapaho and Lakota Sioux) as examples of successful development by Native American Nations.

**BUS 4103 Global Business**
3 hours--Prereq.: ECON 2003, MGMT 3013, MKTG 3313 and senior standing, or departmental approval. An understanding of global business including its importance in today's world, the evolution of international institutions and the monetary system, the differences and similarities among nations and cultures, and the special characteristics of the business functions in a global setting.

**BUS 4213 Business Ethics**
3 hours--Prereq.: BUCOM 3133, BUSLW 3213 or departmental approval. This course focuses on what constitutes right or wrong behavior in the business world and on how moral and ethical principles are applied by businesspersons to situations that arise in their daily activities in the workplace. Degree credit not allowed in both ACCT 3413 and BUS 4213.

**BUS 4303 Business Strategy and Policy ■**

■ Denotes a Liberal Arts course.

3 hours--Prereq.: BUCOM 3133, BUSLW 3213, MGMT 3013, MGMT 3063 or ACCT 3203, MKTG 3313, FIN 3113, senior standing, course to be taken last semester of senior year; or departmental approval. An integrated approach to the formulation and implementation of corporate strategy emphasizing knowledge gained in earlier accounting and business administration courses.

**BUS 4613 Professional Consulting**
3 hours--Prereq.: Senior standing or departmental approval. A course that combines classroom lecture and practical application with the case or project methods of instruction. A team of students with faculty supervision, works in a consulting role with an organization to recommend solutions to some problem. Students typically apply techniques in strategic planning, market research, promotion, feasibility analysis, financial analysis, and/or operations management.

**BUS 4621-4 Internship**
1-4 hours--Prereq.: School of Business Major, BUCOM 3133, BUSLW 3213, FIN 3133, MGMT 3013, MIS 3433, MKTG 3313, 12 hours in concentration, minimum GPA 3.0 in prerequisite courses and department approval. Minimum of 100 hours on-the-job learning experience related to student's major for each credit hour earned. Daily journal and written report required. Student will be evaluated by faculty sponsor and by on-the-job supervisor. Internship requires prior departmental approval and a formal agreement among the student, department, and employer. Internship is graded on pass/fail basis.

**BUS 4981-4 Seminar in Business (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem. Work may be done in any area of Business Administration Department.

**BUS 4991-4 Individual Study in Business (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates. Work may be done in any area of Business Administration Department.

**BUS 5123 Organizational Leadership**
3 hours--Prereq.: Departmental approval. The course focuses on the theory and practice of situational leadership. Course participants will learn about theories of motivation, organization design, and performance management by examining factors that influence individual and group performance management. Theoretical underpinnings of leadership philosophy will be applied to the exploration of current issues in modern organizational life. Pragmatic philosophies and strategies from current leaders will also be explored. Participants will develop a more robust understanding of leadership concepts in order to assess and improve their own skills.

**BUS 5981-4 Seminar in Business (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic. Work may be done in any area of Business Administration Department.

**BUS 5991-4 Individual Study in Business (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours business. Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports. Work may be done in any area of Business Administration Department.

**BUCOM 3133 Business Communication and Report Writing ◙**
3 hours--Prereq.: ENG 1113 and a C or higher in either ENG 1213 or HNRS 2313. The essential qualities of business writing; principles of writing effective business letters and reports; the psychology and techniques used in modern business writing and experience in writing various kinds of business letters. Analysis of business problems; methods of data collection; organization of data; analysis and interpretation; questionnaire construction; graphic aids; proposal preparation; actual writing of proposal and formal report.

**BUSLW 3213 The Legal Environment of Business**
3 hours--Prereq.: Junior standing or departmental approval. Introduction to the American legal environment with an overview of the legal system as it affects the individual's relationship with other individuals, the government, and commerce. The course explores basic issues and topics such as the meaning and function of law, torts, contracts, product liability, agency, and employment law.

**BUSLW 3253 Business Law**
3 hours--Prereq.: 3213 or departmental approval. Basic principles of law as applied to business transactions. Topics include: contracts, sales, commercial paper, business organizations and accountants' legal liability.

**BUSLW 4253 Employment and Labor Law**
3 hours--Prereq.: Junior standing or departmental approval. Students will learn the basics of employment and labor law so they can legally hire, evaluate and manage employees as a manager, supervisor, small business owner, human resource specialist, or corporate executive. Students will learn the difference between an employee and independent contractor; the basic types of employee benefits; effective hiring, evaluation, and termination procedures; discrimination and labor laws; and workplace safety rules. This course covers the employment and labor law topics found on the SHRM Assurance of Learning Assessment exam. This course is normally offered online in the summer semester only.

**BUSLW 5133 Contemporary Legal Issues**
3 hours--Prereq.: 3213 and departmental approval. Examines legal constraints affecting managerial decision making and business behavior. Topics include securities, secured transactions, intellectual property, legal aspects of bankruptcy, legal liability of accountants, employment law, environmental law, and internet-related legal issues.

**BUSLW 5203 Advanced Employment and Labor Law**
3 hours--Prereq.: Departmental approval. Students will learn how to legally and effectively implement basic employment and labor laws. The course will examine hiring processes, management and evaluation of employees, and terminating the employment relationship. The course is designed for students who are or will become managers, supervisors, or small business owners.

**ECON 2003 Principles of Macroeconomics ■**
3 hours--The first part of the course will examine variables such as output, unemployment, and inflation which are important in examining how the economy is doing. Then the course will examine the business cycle: why the economy might enter a recession, what policy options the government, including the Federal Reserve, has at its disposal to affect the business cycle. After this course, students will be better able to analyze economic discussions and have a better comprehension of economic events as they occur.

**ECON 2013 Principles of Microeconomics ■**
3 hours--Prereq.: A grade of C or higher in ECON 2003 or departmental approval. This course is designed to introduce students to basic principles of microeconomics and to develop an understanding of the behavior of individual agents and how their actions may be coordinated in firms and markets. Topics include international trade, supply and demand, consumer behavior, production, market structures, labor market and poverty, and taxation.

■ Denotes a Liberal Arts course.

**ECON 5103 Economics for Managers**
3 hours--Prereq.: Departmental approval. This course provides an understanding of the economic fundamentals that are essential to the managerial decision making process. Students will develop an understanding of microeconomic analysis including supply/demand, elasticity, production and cost, market structure, and pricing strategies. Macroeconomic principles including macroeconomic statistics, monetary and fiscal policies, and international finance will be discussed. Both microeconomic and macroeconomic principles will be synthesized to inform managerial decision making.

**ECON 5143 Applied Economics**
3 hours--Prereq.: 2013 and departmental approval. Utilizes micro-economics and macroeconomics concepts to formulate business decisions under local, regional, and international settings. Topics include: supply and demand analysis; production theory; evaluation of costs, prices, and investment levels; market structure analysis; international economics issues; and the impact of national monetary and fiscal policies on national income, inflation and interest rates.

**ECON 5981-4 Seminar in Economics (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**ECON 5991-4 Individual Study in Economics (Subject named in title listing)**
1 to 4 hours--Prereq.: Accounting Department approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**ENTR 3103 Introduction to Entrepreneurship**
3 hours--Prereq.: Junior standing or departmental approval. This course provides the student with the fundamentals of entrepreneurship and covers the entrepreneurial process from conception to harvest of the new venture. It concentrates on identifying the attributes of entrepreneurs, the process of searching for opportunities, evaluating the viability of a new venture, financing, starting and operating the new venture. This course is normally taught in the fall semester only.

**ENTR 3203 High Technology Entrepreneurship**
3 hours--Prereq.: 3103 or departmental approval. This course provides students with an applications-oriented understanding of the unique industry contexts, strategic opportunities, and constraints faced by high technology new ventures. Such ventures are typically funded with high risk/high return venture capital, and expected to achieve liquidity for investors in approximately five years from start-up. Topics to be discussed include: the technology commercialization process; technology application opportunities; and the venture capital continuum.

**ENTR 3303 Marketing for the Entrepreneur**
3 hours--Prereq.: 3103, MKTG 3313 or departmental approval. The course identifies and applies the different marketing visions, approaches and practices used by entrepreneurs to compete in highly competitive markets. Further, this course will identify the differing strategic and tactical focuses and applications used by today's entrepreneurs inclusive of the strategic application of various technologies.

**ENTR 4403 Entrepreneurial Finance**
3 hours--Prereq.: 3103, FIN 3113 or departmental approval. Entrepreneurial Finance focuses on the primary financial elements necessary in starting, growing and harvesting the venture. These elements are: financial assessment of opportunity, marshaling resources, bootstrapping, creating the financing package, cash flow, and sources of capital. Topics include: valuation; deal structuring; merger and acquisition; and capital sources (e.g. founders, family, friends, Angels, venture capitalists, and banks).

**ENTR 4413 Business Planning and Strategy for Entrepreneurs**
3 hours--Prereq.: A grade of C or higher in 3103; or departmental approval. Students will learn to evaluate and analyze various entrepreneurial opportunities against their personal and professional goals and lifestyle criteria. After assessing the feasibility of multiple opportunities, students select one to research and form a strategy for the business. Students will research, collect data, and make decisions to shape the business. With this information, students will write a full business plan, including a product and service plan, a management and organizational plan, a marketing plan, and a financial plan. This course uses the Kauffman Foundation curriculum in sequence with ENTR 3103 and ENTR 4503. This course normally offered in the fall semester only.

**ENTR 4503 Venture Creation**
3 hours--Prereq.: A grade of C or higher in 3103 and departmental approval. This capstone course provides students with a series of concepts, frameworks and analytical techniques that will enable the student to manage entrepreneurially in rapid growth situations. Students will learn to anticipate the unique and specific problems that accompany starting and growing an entrepreneurial firm by creating value through innovation and opportunity capture rather than by just efficiently managing ongoing operations. In addition, students will learn how to formulate and complete a formal business plan. This course normally taught in the spring semester only.

**ENTR 4603 Entrepreneurship Internship**
3 hours--Prereq.: 3103, 3203 or departmental approval. The entrepreneurship internship introduces the entrepreneurship student to the culture of the entrepreneur. The internship requires the intern to participate in a set of pre-selected activities. A required report and portfolio will detail their experiences in the company. The portfolio will include copies of the work they have done in performance of their internship (e.g. marketing plan, strategic plan, business plan, and financial statements). The report will be a narrative of their internship experience.

**FIN 1113 Financial Literacy**
3 hours--This course introduces ideas, concepts, and skills that will enable students to become wise and knowledgeable consumers, savers, investors, and users of credit. A "hands on" instructional approach, that directly applies the concepts learned in this course to the management of money, will empower students to incorporate these techniques in their daily lives and become effective participants in the global workforce and society.

**FIN 3003 Financial Markets and Institutions ■**
3 hours--Prereq.: A grade of C or higher in ECON 2003 and 2013; or departmental approval. This course increases understanding of financial markets and intermediaries in the United States including the fundamentals of interest rates, the money supply process, the markets for stocks and other financial instruments, the U.S. commercial banking industry and other non-bank financial institutions, financial crises, risk management in financial institutions, central banking, and the conduct of monetary policy. Spring semester only

**FIN 3013 Fundamentals of Financial Planning**
3 hours--Prereq.: Junior standing or departmental approval. The course introduces students to the financial planning process and to the technical skills a competent financial planner must possess in order to serve his or her clients successfully. Students will learn the fundamental elements of financial planning (insurance, investments, taxation, retirement planning and employee benefits, and estate planning) and their corresponding interrelationship in providing comprehensive personal financial planning.

■ Denotes a Liberal Arts course.

This course explores the financial planning industry and how to develop a financial planning practice: including the current economic environment, regulation and licensing, reporting and compliance, and compensation methods. The course defines and reviews the CFP Board's Code of Ethics and Professional Responsibility.

**FIN 3113 Financial Management**
3 hours--Prereq.: A grade of C or better in ACCT 2103, BSEC 2603, ECON 2003 and 2013; or departmental approval. A study of the principles, institutions, instruments and procedures whereby business enterprises obtain and utilize funds to finance operations. The study involves analysis and evaluation of forms of business organizations, financial planning, internal and external provisions of short-term and long-term financing for promotion, expansion and reorganization.

**FIN 3223 Investment Analysis**
3 hours--Prereq.: A grade of C or higher in 3113; or departmental approval. This course exposes students to the concepts of risk and return, the differences between equity and fixed income investments, the mathematics of investing, the evaluation of investment theories and strategies, and the regulation of the investment industry. The course explores the difference between fundamental and technical analysis, and students will perform basic bond and equity valuations. The course introduces modern portfolio theory (asset allocation, diversification, market timing, and security selection). The course also introduces the capital asset pricing model, arbitrage pricing theory, and the efficient market hypothesis. Students calculate investment fees and expenses, time weighted verses dollar weighted returns, arithmetic versus geometric returns, risk adjusted returns, and aftertax returns.

**FIN 3833 Commercial Bank Management**
3 hours--Prereq.: A grade of C or higher in 3113; or departmental approval. This introductory course in bank management provides an overview of commercial bank management. Topics include: bank services, organizations and regulatory environment; asset and liability management; bank capital, cash assets, and the competition for funds; managing the investment portfolio; extending credit to business and individuals, international banking; trust services; and bank mergers and acquisitions. This course normally offered in the fall semester only.

**FIN 3913 Insurance Planning and Risk Management**
3 hours--Prereq.: Junior standing or departmental approval. This course explores the financial risks that individuals and businesses face and how they can manage these risks, including the utilization of insurance solutions. Students will be exposed to the purpose, structure and coverage options of the following types of insurance: Health, disability, long-term care, life, property and casualty, and more. This course also reviews the taxation of insurance benefits and how taxation should affect a financial planner's decision to recommend insurance solutions under certain circumstances. After completing the course, students will be able to determine a client's risk exposure and develop a comprehensive insurance and risk management plan for his/her client based on the client's goals and objectives.

**FIN 4103 Essentials of Banking and Finance**
3 hours--Prereq.: A grade of C or higher in 3113 and admission to the Banking and Finance Certificate Program; or departmental approval. The course will cover financial and banking products, banking regulations, personal financial statement analysis and ethical issues specific to the above areas of study. Student learning will be enhanced by working directly with business professionals in the areas of finance and banking. This course normally offered in the spring semester only.

**FIN 4113 International Financial Management**
3 hours- Prereq.: FIN 3113. Provides the student with the analytical tools needed to evaluate and provide solutions for problems that are commonly encountered in international financial management. Emphasizes basic theoretical models of exchange rate determination and hedging exchange rate risk, international financial transactions, the link between a nation's macroeconomic accounts and its balance of payments accounts, privatization of state-owned enterprises, and international banking.

**FIN 4263 Real Estate Development and Investment**
3 hours--Prereq.: A grade of C or higher in 3113; or departmental approval. This course introduces students to the commercial and residential real estate development and investment process. Course materials, lectures, discussions and cases focus on issues critical to the success of any new real estate venture, from the inception of an idea to the design, construction and management of income-producing real estate. Emphasis is placed on identifying development opportunities in a rapidly changing real estate environment. This course is normally offered in the spring semester only.

**FIN 4623 Applied Finance**
3 hours--Prereq.: A grade of C or better in 3113; or departmental approval. This course addresses how a firm effectively raises and invests capital. It examines business valuation and financial performance, financial statement forecasting, and effective working capital management. This course is normally offered in the fall semester only.

**FIN 5103 Finance for Managers**
3 hours--Prereq.: Departmental approval. This course shows managers how to interface with accounting and finance departments and understand how firms meet their financial objectives utilizing financial decision-making skills. This course explains financial tools and techniques that managers use to maximize the value of their business. Course topics include financial statement analysis, discounted cash flow valuation, stock and bond valuation, term structure of interest rates, capital structure and budgeting under certainty and uncertainty, working capital management, portfolio theory, asset pricing models and efficient markets.

**ITM 3423 Web Development**
3 hours--Prereq.: A grade of C or higher in CMPSC 1113; or department approval. This course covers a wide array of programming concepts using current software development tools, including data structures, resource management, security, software development, and web development. Students will engage in a community of software developers and present a final project to their peers.

**ITM 3473 Data Visualization**
3 hours--Prereq.: MIS 3453; BSEC 2603 or departmental approval. Provides an understanding of the role of analytics, visualization, dashboarding, and business intelligence in support of managerial decision making.

**ITM 3613 Data Communications and Computer Networks**
3 hours--Prereq.: Junior standing or departmental approval. Data communications and teleprocessing systems principles are examined in detail. Major topics include hardware, networks (LANs and WANs), protocols and architectures, and the planning and management of data communications and teleprocessing systems. The material covered in this course will include material to prepare a student to seek A+ and Network + certifications. This course normally offered in the spring semester only.

**ITM 3823 Cybersecurity**
3 hours--Prereq.: A grade of C or higher in MIS 3433; or departmental approval. This course looks at philosophical, theoretical, and applied scenarios and infrastructures supporting the foundations of current cyber security measures and security policies. This course will look at complex legal, regulatory, and policy-based issues and their effect on social,

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government, and economic implications. You will explore issues and impacts of privacy, eCommerce, information security, social equity, cirme, free speech, and telecommunications and how they relate to the policies of cyber security.

**ITM 3843 Cloud Management**
3 hours--ITM 3613, ITM 3823 or departmental approval. Teaches students to implement and maintain cloud technologies. Reviews the theory and application of configurations residing in a platform utilizing cloud solutions in a Windows Azure environment. Students will learn how to manage Azure resources; configure and manage storage; configure and manage virtual machines and networks; and manage identities using tools within the Azure platform.

**ITM 4653 Database Theory and Applications ■**
3 hours--Prereq.: A grade of C or higher in MIS 3433 and CMPSC 1113; or departmental approval. Database concepts and structures. File and data management principles underlying database construction. Fundamental types of database models with emphasis on relational databases and the use of Microsoft SQL Server. Practice in analysis, design, development, and optimization of working database applications with regard to a variety of problems. This course normally offered in the fall semester only.

**ITM 4753 Software Development and Team Dynamics**
3 hours--Prereq.: ITM 4653 Course must be taken in last semester; or departmental approval. This course addresses software development methodologies, team dynamics, and effective communication and documentation. Students will utilize knowledge and skill obtained from Database Theory and Applications and Programming courses to work with a team to analyze problems and create a software solution. This capstone course will also include college-to-career business communications.

**MGMT 3013 Principles of Management ■**
3 hours--Prereq.: Junior standing or departmental approval. A study of the modern organization, and the fundamental processes which operate to move the organization and its members toward objective accomplishment. Emphasis is given to the basic administrative aspects, including establishing of policy and objectives, communication, leadership, motivation, organizational structure, decision making, and control.

**MGMT 3023 Project Management I**
3 hours--Prereq.: Coreq.: 3013 or departmental approval. The course introduces students to the tools commonly used in project management and the project management standards developed by the Project Management Institute (PMI®). The course also covers the following project management areas of knowledge: (1) the project lifecycle and the organization; (2) project management processes for a project; (3) project integration management; (4) project scope management; (5) project time management; and, (6) project management systems using Microsoft Project. This course is normally offered in the fall semester only.

**MGMT 3043 Human Resources Management ■**
3 hours--Prereq.: A grade of C or higher in 3013; or departmental approval. An introduction to the development, application and evaluation of policies, procedures, and programs for the recruitment, selection, development, and utilization of human resources in an organization.

**MGMT 3063 Production/Operations Management ■**
3 hours--Prereq.: A grade of C or higher in 3013 and BSEC 2603, or departmental approval. An introduction to the basic business function of production and operations management. This course includes computer applications in project management, forecasting, and resource allocation. The student will study a synthesis of concepts and techniques that relate directly to productive systems and enhance their management. This management activity is aimed at the direct resources required to produce the goods and/or services provided by an organization.

**MGMT 3103 Organizational Behavior**
3 hours--Prereq.: A grade of C or higher in 3013; or departmental approval. A study of the human aspects of the organization and its relation with other organization components. Topics including leadership motivation, job satisfaction, group dynamics, and organization climate will be examined. This course normally offered in the fall semester only.

**MGMT 3213 Labor Relations Management**
3 hours--Prereq.: 3013 or departmental approval. Emphasizes labor-management cooperation. Includes the history, application, and interpretation of labor laws; certification, contract negotiation, and administration; and behavioral issues in labor-management relations. This course normally offered in the spring semester only.

**MGMT 4013 Project Management II**
3 hours--Prereq.: 3023 or departmental approval. The course covers the following Project Management Areas of Knowledge: 1) Project Quality Management, 2) Project Risk Management, 3) Project Human Resources Management, 4) Project Communication Management, 5) Project Stakeholder Management, 6) Project Cost Management, 7) Project Procurement Management, and, 8) Project Knowledge Management. This course is normally offered in the spring semester only.

**MGMT 4023 Project Management III**
3 hours--Prereq.: 4013 or departmental approval. The course covers the advanced project management systems used in industry and integrates prior project management knowledge through the use of a comprehensive case study and project planning curriculum. Students will present their comprehensive case study project plans and provide feedback on lessons learned. This course is normally offered in the fall semester only.

**MGMT 4313 Compensation and Benefits**
3 hours--Prereq.: 3013 and admission to the Human Resources Management Certificate Program; or departmental approval. This course examines how to develop, select, implement, administer, and evaluate compensation and benefits programs for all employee groups in order to support the organization's goals, objectives, and values. This course covers the compensation and benefits topics found on the SHRM Assurance of Learning Assessment exam. This course normally offered in the fall semester only.

**MGMT 4323 Human Resources Training and Development**
3 hours--This course focuses on the design and implementation of learning and development programs that contribute to individual, group, and organizational effectiveness. Topics include needs assessment, learning and transfer of training, program design, training evaluation, and career development. This course covers the human resources training and development topics found on the SHRM Assurance of Learning Assessment exam. This course normally offered in the spring semester only.

**MGMT 4623 Leadership**
3 hours--Prereq.: 2603 and 3013 or departmental approval. This course begins with a personal exploration of individual leadership abilities building an awareness of previous held beliefs that support or hinder the development of the students' leadership potential. The course includes significant leadership skills including communication, negotiation, conflict resolution, motivation, relationship creation, collaboration techniques, and culture development. The course outcome includes synthesizing the above topics into a values based authentic leadership statement appropriate for a dynamic and diverse environment. This course normally offered in the spring semester only.

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**MGMT 4813 PM - Project Management Professional (PMP) Certification Prep Course**
3 hours--Prereq.: Departmental approval. The course reviews the project management standards developed by the Project Management Institute (PMI®) and knowledge areas outlined in A Guide to the Project Management Body of Knowledge (PMBOK® Guide).

**MGMT 5043 - Special Topics in Management (Subject named in title listing)**
3 hours--Prereq.: Departmental approval. In depth study of a selected management topic. Course may be repeated for credit when topics vary.

**MGMT 5103 - Introduction to Graduate Business Studies**
3 hours--This course is an introduction to graduate business studies. This class provides non-business students with a fundamental understanding of business concepts related to accounting, economics, finance, and marketing needed to be successful in a graduate business program.

**MGMT 5203 - Foundations of Management**
3 hours--Fundamental concepts in business management including planning, organizing, leading, and controlling are explored through both theoretical and applied lenses. Students will learn how to apply management theory and behavioral research to inform operational decisions. Course topics include organizational strategy and structure, motivation, leadership, and organizational control mechanisms.

**MGMT 5503 - Leadership and Organizational Behavior**
3 hours--MGMT 5203; or Departmental approval. This course focuses on how managers and leaders develop human capital in organizations. This course covers the methods that managers use to lead high performance employees and teams while also promoting positive job attitudes, job satisfaction, and organizational commitment in complex business environments. Course topics include personality and values, perception and decision making, motivation concepts and applications, group and team behavior, leadership, and organizational culture.

**MGMT 5603 - Managing in the Global Economy**
3 hours--Prereq.: Departmental approval. This class prepares students to understand and manage the challenges organizations face as participants in today's global economy. Topics include an overview of the pros and cons of globalization; the unique problems faced by global first; the global economic, social, political, cultural, natural and legal environments; global institutions and their roles; global business strategies including importing and exporting; joint venture, franchising, and subsidiaries; global management, marketing and accounting; the special problems of multi-national corporations; recent problems of multinational corporations; the international economic system; and country-risk analysis.

**MGMT 5703 - Strategic Management**
3 hours--Prereq.: MGMT 5103, FIN 5103; course to be taken in the last semester prior to graduation; or Departmental Approval. This course uses the strategic management process to teach students how to analyze an organization's vision, mission, core values, and strategic goals and objectives; conduct an internal and external analysis of the organization, its industry, and its macroenvironment; formulate business-level, corporate-level, and international strategies; and implement those strategies with the overall goal of achieving a sustainable competitive advantage.

**MGMT 5953 - Internship in Management**
3 hours--Prereq.: Departmental approval. Specified by employer with consent of Instructor and Department Chair. Provides experiential learning during which the student works under the supervision of a management practitioner. This work experience may be in a supervisory, managerial or leadership role within business. The student is immersed in a variety of intensive work assignments with increased level of responsibility. Limited to students admitted to the Master of Science in Management program.

**MGMT 5981-4 - Seminar in Management (Subject named in title listing)**
3 hours--Prereq.: Departmental approval. Directed intensive study on selected problems or special topic. Work may be done in any area of management.

**MGMT 5991-4 - Individual Study in Management (Subject named in title listing)**
3 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports. Work may be done in any area of management.

**MIS 1903 Computer Business Applications ■**
3 hours--Introduction to the microcomputer and the most widely used personal computer applications software. The student will learn essential computer concepts and the rudiments of operating systems, using a LAN network, writing with a word processor, designing and building spreadsheets and effectively using database management systems. The hands-on approach is used extensively throughout the course.

**MIS 3433 Management Information Systems**
3 hours--Prereq.: A grade of C or higher in 1903 completed within the last five (5) years; or departmental approval. This course is designed to help the student attain information system literacy, a basic understanding of the value and use of information systems for business organization operations, management decision making, and strategic advantage. The course uses advanced Microsoft Excel to apply MIS concepts.

**MIS 3453 Advanced Computer Business Applications**
3 hours--Prereq.: A grade of C or higher in 3433, ACCT 2203, and BSEC 2603; or departmental approval. Study of advanced techniques for addressing complex accounting and business problems using microcomputer software packages. Software packages used include advanced Microsoft Excel, Visual Basic, and QuickBooks. Additional database management, project scheduler, and statistical packages may also be used.

**MKTG 3313 Principles of Marketing**
3 hours--Prereq.: Junior standing or departmental approval. A managerial approach to the study of marketing concepts. Emphasis given to planning, pricing, promotion, and physical distribution of a product or service.

**MKTG 3333 Digital Marketing**
3 hours--Prereq.: A grade of C or higher in 3313; or departmental approval. Through relevant and applicable business examples, this course provides learners the ability to formulate and enact intelligent, data-driven marketing strategies. Core content will focus on identifying and understanding digital marketing metrics to gauge success of both social media and traditional digital marketing efforts. Through an examination of accessible data provided by current technologies, students will further their understanding of the online value chain and how to capitalize on emerging market trends.

**MKTG 3353 Retailing and eBusiness Management**
3 hours--Prereq.: 3313 or departmental approval. A practical study and comparison of traditional retailing and retailing on the internet, including products and services, buying/procurement, promotion, merchandising/distribution, payments, customer relationship management, ethics and security with an emphasis on logistics and how the internet has changed retailing. Some attention will also be paid to business marketing. This

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course normally offered in the spring semester only.

**MKTG 3423 Integrated Marketing Communications**
3 hours--Prereq.: A grade of C or higher in 3313; or departmental approval. Analysis of advertising and promotional policies with emphasis on Integrated Marketing Communications and development of actionable promotion programs and strategies. This course normally offered in the spring semester only.

**MKTG 3813 Professional Selling**
3 hours--Prereq.: Junior standing or departmental approval. Skills to understanding the professional personal selling process and the management of a sales organization. Strong emphasis on the communications function of personal selling. Lecture sessions combined with experiential exercises and role playing. This course normally offered in the fall semester only.

**MKTG 4413 Marketing Research**
3 hours--Prereq.: A grade of C or higher in BSEC 2603, MIS 1903, and 3313; or departmental approval. A study of modern marketing research techniques and their applications by management to problems of marketing strategy, development, implementation, and control. This course normally offered in the fall semester only.

**MKTG 4423 Marketing Management**
3 hours--Prereq.: A grade of C or higher in BSEC 2603, MIS 1903, and 3313; or departmental approval. A study of marketing from the view of the marketing executive and the firm. Major emphasis is on effective marketing planning, decision making and implementing marketing plans. Contemporary marketing issues and problems are addressed with focus on development of solutions to marketing problems. This course normally offered in the spring semester only.

**MKTG 4623 Marketing Analytics and Strategy**
3 hours--Prereq.: A grade of C or higher in 3113, BSEC 2603, and MIS 1903; or departmental approval. Capstone course with focus on quantitative decision tools to analyze, plan and implement marketing strategies, programs and tactics. Topics include customer acquisition and retention, market share analysis, segmentation, customer loyalty, return on marketing investment, product performance, customer profitability, pricing strategy, sales force and channel management, and marketing promotion, advertising, and web metrics. This course normally offered in the spring semester.

**MKTG 5103 - Advanced Marketing Management**
3 hours--Prereq.: Departmental approval. A study of marketing theory as it relates to understanding and managing the marketing function and marketing's role in organizational efforts to produce and deliver value. Topics include the mechanics of marketing management; logistics; marketing planning and strategies; understanding markets; segmenting markets; targeting markets; and developing, communicating and delivering value and building relationships through appropriate marketing mixes.

**MKTG 5173 Marketing Analysis**
3 hours--Prereq.: Departmental approval. Translates conceptual understanding into specific operational plans. Topics include market analytics and metrics, segmentation targeting and positioning, pricing strategies, product development and selection, sales force utilization, advertising and promotion planning, and the development of the marketing plan.

## Courses in Business Communication

(See Courses in Business Administration)

## Courses in Business Law

(See Courses in Business Administration)

## Courses in Cartography

**CARTO 2253 Elements of Cartography**
3 hours--Introduction to the science and art of mapmaking. Fundamentals include coordinate systems, scale, symbolization, projections and data classification. Several thematic mapping techniques will be introduced. Map design basics will also be covered.

**CARTO 2713 Elements of Data Collection and Field Studies**
3 hours--Prereq.: 2253 or departmental approval. Introduction to geographic data collection. Proper organization of field problems, formulation of hypotheses, data identification and acquisition, and analysis will be taught. Base map interpretation (topographic maps, aerial photography, remotely-sensed imagery) and field skills (preparation, field design issues, surveying and instrument use such as GPS and compass) will also be stressed.

**CARTO 3613 Advanced Cartography**
3 hours--Prereq.: 2253. Application of cartographic principles for complex mapping tasks. Subjects include atlas production, Internet maps, interactive cartography, animated mapping, terrain mapping, and perspective graphics.

**CARTO 3753 Aerial Photography and Remote Sensing**
3 hours--Prereq.: 2253, GEOG 1214, or departmental approval. Interpretation of maps, aerial photographs, and remotely sensed images for geographic research.

**CARTO 3953 Introduction to Geographic Information Systems ■**
3 hours--Prereq.: 2253, 3613 or departmental approval. An introduction to the use of GIS as a spatial analysis tool. This introduction is presented with an emphasis placed on the use of a fully functional system for guiding spatial analysis.

**CARTO 4753 Advanced Remote Sensing ■**
3 hours--Prereq.: 3753 or departmental approval. Advanced theory and techniques for digital image processing (preprocessing, enhancement, classification, post classification analysis, special transformations, multi-temporal data analysis for change detections) of satellite imagery related to earth resources and incorporation into geographic information systems.

**CARTO 4941-10 Internship (Field named in title listing)**
1 to 10 hours--Prereq.: Sophomore standing or higher, acceptance in approved "Cooperative Education Program" and departmental approval. A supervised work experience in cartography that provides for practical applications in mapping.

**CARTO 4953 Advanced Geographic Information Systems ■**
3 hours--Prereq.: 3953. Presentation on advanced digital data structures and the use of software applications for maintaining and utilizing geographic information. Each student will develop and implement a GIS and analysis model.

**CARTO 4981-4 Seminar in Cartography (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**CARTO 4991-4 Individual Study in Cartography (Subject named**

**in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**GECAR 3233 Geospatial Research Design and Analysis ■**
3 hours--Prereq.: CARTO 2253 and a statistics course. Basic techniques and methods of investigation and presentation of data related to spatial research.

**GECAR 4653 Senior Capstone Projects**
3 hours--Prereq.: 3233 and senior standing. This course requires students to develop, implement and present the results of a substantive individualized project in cartography, GIS, remote sensing and/or geography.

## Courses in Chemistry

**B/C/P 4113 Methods of Teaching Biological and Physical Sciences**
3 hours--Prereq.: EDUC 4042 or 4632. Philosophy, methodology and resources for teaching high school (7th - 12th grade) biology, chemistry, and physics.

**CHEM 1114 General Chemistry I ■**
4 hours--Prereq. or Coreq.: MATH 1513, MATH 1613 or higher, or departmental approval. This course deals with some of the fundamental laws, theories, definitions, and organizing schemes relating to matter and energy and the changes that take place in them. It is a broad overview of the principles of chemistry and chemical reactivity. Previous exposure to chemistry is not assumed. Three hours lecture and two hours lab weekly.

**CHEM 1214 General Chemistry II ■**
4 hours--Prereq.: 1114. A continuation of 1114. Solution chemistry, acids and bases, electrochemistry, oxidation-reduction and molecular and ionic equilibria. The laboratory will include an introduction to qualitative analysis. Three hours lecture and three hours lab weekly.

**CHEM 1314 General Organic and Biochemistry ■**
4 hours--Prereq.: 1114. Three hours of lecture and two hours of lab per week. A continuation of 1114 for students whose majors do not require other chemistry courses. Will complete a thorough, but rounded, foundation in introductory chemistry through focus on selected topics in inorganic, organic, and biochemistry.

**CHEM 1324 Chemical Principles**
4 hours--Prereq.: Coreq MATH 1513 or equivalent. An introduction to general, organic and biological chemistry for allied health majors with three hours of lecture and two hours of lab per week. This course covers selected topics in general chemistry, organic chemistry, and biological chemistry. Topics covered in lecture and lab include measurements, atomic structure, bonding, kinetics, acids/bases, gases, nomenclature, states of matter, solutions, stoichiometry and reactions, oxidation-reduction, hydrocarbons, functional groups, carbohydrates, lipids, proteins, enzymes, and metabolic pathways. May not be applied to a major or minor in chemistry, family and consumer science, kinesiology, physics, biology, or environmental health science. This course is not a substitute for CHEM 1114.

**CHEM 2881-4 Special Studies in Chemistry (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**CHEM 3114 Organic Chemistry I ■**
4 hours--Prereq.: 1214. Theory includes structure, nomenclature, physical properties, and reaction mechanisms pertinent to the chemistry of hydrocarbons of both the aliphatic and aromatic series. Lab work provides an introduction to syntheses and reactions of hydrocarbons including common purification techniques. Proper record keeping of experimental work also is stressed. Three hours lecture and three hours lab weekly.

**CHEM 3124 Chemistry of Food ■**
4 hours--Prereq.: 3114 and a grade C or better in BIOL 1114. Overview of the chemical, physical and biological properties of food components with lab emphasizing chemical, physical and biological changes in foods during processing and storage

**CHEM 3214 Quantitative Analysis I ■**
4 hours--Prereq.: 1214. A course in the fundamentals of gravimetric and volumetric analysis with emphasis on chemical equilibrium, calculations, separation techniques, and analysis of complex substances. Three lecture and three laboratory hours weekly.

**CHEM 3314 Quantitative Analysis II ■**
4 hours--Prereq.: 3214. Continuation of 3214.

**CHEM 3484 Instrumental Analysis ■**
4 hours--Prereq.: 3214. A study of emission and absorption spectrophotometry, separation techniques, and electrical analytical methods. Laboratory determinations will be performed using atomic absorption, gas chromatography, mass spectrometry, IR, UV, and visible spectrophotometry, flame emission, and other modern methods of analysis. Two hours lecture and four hours laboratory weekly. Formal laboratory reports will be required.

**CHEM 4114 Organic Chemistry II ■**
4 hours--Prereq.: 3114. Structure, nomenclature, physical properties, and reaction mechanisms pertinent to the chemistry of hydrocarbon derivatives (alkyl halides, alcohols, aldehydes, ketones, carboxylic acids, amines, etc.) are covered. Lab work includes syntheses, purification, identification (stress on I.R. spectroscopy), and lab record keeping. Three hours lecture and three hours lab weekly.

**CHEM 4213 Biochemistry ■**
3 hours--Prereq.: 3114. An introduction to the chemistry of living systems. The structure, nomenclature, and chemical properties of the major groups of biomolecules (carbohydrates, lipids, proteins, nucleic acids) are covered. The biochemical nature of enzymes, coenzymes, hormones, and selected metabolic pathways also are presented.

**CHEM 4221 Biochemistry Laboratory ■**
1 hour--Prereq. or Coreq.: 4213. Three hours of lab per week. Techniques (chromatography, electrophoresis, spectroscopy, etc.) for the preparation, identification, and quantification of representative biomolecules are covered. Attention also is given to the properties of enzymes and to the kinetics of enzyme catalyzed reactions.

**CHEM 4312 Teachers' Course in Chemistry**
2 hours--Prereq.: Departmental approval. Problems and methods in the teaching of chemistry.

**CHEM 4413 Advanced Inorganic Chemistry ■**
3 hours--Prereq.: 1214 and MATH 2825. A study of periodic arrangement of the elements, the chemistry of the representative and transition elements, and aspects of theoretical inorganic chemistry including chemical bonding, molecular symmetry, coordination chemistry, acid-base concepts, and organometallic compounds. Three hours of lecture weekly.

**CHEM 4421 Advanced Inorganic Chemistry Laboratory ■**
1 hours--Prereq.: 4413 or concurrent enrollment. Three hours of laboratory per week. Techniques (solid-state synthesis, x-ray diffractometry, Fourier Transform Infrared Spectroscopy, including diffuse reflectance spectroscopy, etc.) for the synthesis, identification, and characterization of representative inorganic compounds are covered.

**CHEM 4514 Physical Chemistry I ■**
4 hours--Prereq.: 1214, MATH 2825, and PHYS 1214. A fundamental course in the principles and applications of physical chemistry, including the gas laws, thermodynamics, thermochemistry, solution chemistry, phase equilibria, chemical equilibrium, kinetics, and electrochemistry. Three hours lecture and four hours laboratory weekly.

**CHEM 4523 Advanced Biochemistry**
3 hours--Prereq.: 4114 and 4213. A continuation of 4213, the metabolic pathways of the major groups of biomolecules including the synthesis of lipids (fatty acids and hormones and vitamins), proteins (and amino acids), and nucleic acids will be discussed. Photosynthesis and an emphasis on how these processes are controlled and integrated throughout the cell will also be presented.

**CHEM 4531 Advanced Biochemistry Laboratory**
1 hour--Prereq.: 4114 and 4213. Prereq. or Coreq.: 4523. Three hours of lab per week. Current techniques in the purification and characterization of enzyme to demonstrate fundamental principles that are utilized in modern biochemistry and molecular biology research laboratories. Practical skills taught include micropipetting, basic solution preparation, conducting pH measurements, isolating crude enzyme extracts, and performing standard activity assays. Problem-solving methodology in biochemistry; discussion of recent advances in areas related to the subject matter will also be covered.

**CHEM 4614 Physical Chemistry II ■**
4 hours--Prereq.: 4514. A continuation of 4514 emphasizing quantum theory, atomic structure, symmetry, molecular spectroscopy, statistical mechanics, and nuclear chemistry. Three hours lecture and four hours laboratory weekly.

**CHEM 4981-4 Seminar in Chemistry (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**CHEM 4991-4 Individual Study in Chemistry (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**CHEM 5981-4 Seminar in Chemistry (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**CHEM 5991-4 Individual Study in Chemistry (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours chemistry. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Chickasaw

**CHI 1113 Chickasaw I ■**
3 hours--Introduction to elements of grammar, pronunciation, vocabulary-building skills, conversation, and easy reading activities of the Chickasaw language. The history and culture of the Chickasaw Nation will also be emphasized.

**CHI 2113 Chickasaw II ■**
3 hours--Prereq.: 1113. Continuation of the elements of grammar, pronunciation, and vocabulary-building skills, conversation, and reading activities of the Chickasaw language within its everyday contexts. The history and culture of the Chickasaw Nation will continue to be emphasized.

**CHI 3113 Chickasaw III ■**
3 hours--Prereq.: 2113. Continuation of the structure of the Chickasaw language with increased attention to its phonology, morphology and syntax. Vocabulary expansion and conversational practice will continue to be emphasized as well as the history and culture of the native speech community.

**CHI 4113 Chickasaw IV ■**
3 hours--Prereq.: 3113. A systematic review of the Chickasaw language. Vocabulary expansion and conversational practice will be emphasized as well as the history and culture of the native speech community.

## Courses in Choctaw

**CHO 1113 Choctaw I ■**
3 hours--Introduction to elements of grammar, pronunciation, vocabulary-building skills, conversation, and easy reading activities of the Choctaw language. The history and culture of the Choctaw Nation will also be emphasized.

**CHO 2113 Choctaw II ■**
3 hours--Prereq.: 1113. Continuation of the elements of grammar, pronunciation, and vocabulary-building skills, conversation, and reading activities of the Choctaw language within its everyday contexts. The history and culture of the Choctaw Nation will continue to be emphasized.

**CHO 3113 Choctaw III ■**
3 hours--Prereq.: 2113. Continuation of the structure of the Choctaw language with increased attention to its phonology, morphology and syntax. Vocabulary expansion and conversational practice will continue to be emphasized as well as the history and culture of the native speech community.

**CHO 4113 Choctaw IV ■**
3 hours--Prereq.: 3113. A systematic review of the Choctaw language. Vocabulary expansion and conversational practice will be emphasized as well as the history and culture of the native speech community.

## Courses in Communication and Performance Studies

**COMM 1113 Fundamentals of Human Communication ■**
3 hours--Overview of the human communication process as it occurs in interpersonal, group, and public speaking contexts. Principles and techniques of preparing for, participating in, and evaluating communication behavior at the interpersonal, group, and public speaking levels.

**COMM 1632 Movement for the Stage ■**
2 hours – A study in the organic connections among action, concept, and emotion to promote the development of specific movement and/or spatial theories, techniques and qualities for the actor.

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**COMM 2111 Showtimw**
1 hour -- Prereq.: Enrollment by audition. Practical application of musical theatre literature and vocal techniques through public performance, showcases, outreach opportunities, and touring. May be repeated for credit. Enrollment by audition.

**COMM 2153 Interpersonal Communication ■**
3 hours--A study of the processes and effects of interpersonal communication. Provides practical experiences so students can evaluate interpersonal successes and failures, and improve interpersonal relationships.

**COMM 2253 Communication in the Workplace ■**
3 hours--Fundamental communication skills for students planning to enter business and professional settings. Focus on interpersonal and group communication, interviewing and public speaking.

**COMM 3133 Organizational Communication ■**
3 hours--Study of the functions of communication in human organizations. Focus on the juncture of organizational and communication theories.

**COMM 3213 Persuasion ■**
3 hours--A study of factors involved in attitude change, and their application in oral communication situations.

**COMM 3223 Gender Communication ■**
3 hours--A study of gender communication and how perceived differences in gender affect communication. The course acknowledges cultural gender construction and how it supports or obstructs the ability to communicate across the gender continuum. Students will learn to analyze the power structures that constitute gender differences in communication.

**COMM 3243 Presentational Communication ■**
3 hours--Study of team and individual oral presentations. Practice in both group presentation and public address.

**COMM 3311 Musical Theatre Ensemble**
1 hour -- Prereq.: 1413, Voice (2 semesters); and Piano (1 semester) or MUS 1113. Study of scenes and songs from major classical musicals culminating in a prepared public performance. Emphasis on exploring practical techniques of interpretation and expression in order to integrate singing and acting skills into the vocal, physical, and mental aspects of performing. May be repeated for credit.

**COMM 3321 Musical Theatre Voice**
1 hour -- Prereq.: Voice (MUS 4 semesters). Advanced vocal techniques for musical theatre including mixing and belting. Emphasis on the study of advanced musical theatre repertoire appropriate to the student's vocal range. May be taken three times for credit.

**COMM 3463 Audition for Theatre**
3 hours -- Prereq.: 1413 and departmental approval. Theatre audition techniques.

**COMM 3613 Group Dynamics ■**
3 hours--A study of the communication dynamics of groups. The course includes study of roles and relationships, cohesion, conflict and power, leadership, decision making and problem-solving, group climate, resource allocation, and group evaluation.

**COMM 4013 Crisis Communication ■**
3 hours--Crisis Communication involves discussing/researching major concepts relevant to understanding organizational crises and disasters, including culture, and social media/technology. Students will participate in crisis/disaster simulated crisis scenarios.

**COMM 4183 Theories of Human Communication ■**
3 hours--Prereq.: 1113 or 2253. Survey of theories designed to explain how humans interact. Includes verbal, nonverbal, interpersonal, group, organizational, political, intercultural, and mass communication.

**COMM 4423 Intercultural Communication ■**
3 hours--An overview of the study of cultures and their effects on communication. The focus of study is to provide students with a familiarity with a variety of cultures and how language (both verbal and nonverbal) influence how we respond to other people. Through the study, students become more aware of other cultures' similarities and differences, increase their knowledge of ethnical issues and how they impinge on our culture, and find means of communicating better with people from other cultural and ethnic backgrounds.

**COMM 4473 Children's Theatre**
3 hours--Approaches to creative play-making for and with children. Dramatization of children's literature; play selection and production techniques for children's theatre performances and involvement dramas. Materials, techniques, and procedures for conducting sessions in creative dramatics.

**COMM 4521 Senior Project in Dance**
1 hour--Prereq.: Departmental approval. A study in student directed repertory for the presentation and management of new choreographic works, through auditions, rehearsals, productions, and performances in university settings.

**COMM 4922 Methods of Teaching Speech and Debate**
2 hours--Prereq.: 15 hours COMM and admission to Teacher Education. A study of the methods of teaching speech and debate in the secondary schools, including such topics as lesson-planning, philosophies, book selection, discipline, directing extra-curricular activities (debate team, forensics competitions), and instructional strategies.

**COMM 4942 Methods of Teaching Theatre**
2 hours--Prereq.: 15 hours COMM and admission to Teacher Education. A study of the methods of teaching theatre in the secondary schools, including such topics as lesson-planning, philosophies, book selection, discipline, directing extra-curricular activities (play directing, one-act competition), and instructional strategies.

**COMM 4954 Methods of Teaching Speech/Drama/Debate**
4 hours--Prereq.: 15 hours Speech, admission to Teacher Education. A study of the methods of teaching speech in the secondary schools, including such topics as lesson-planning, philosophies, book selection, discipline, directing extra-curricular activities, and instructional strategies.

**COMM 5981-4 Seminar in Communication (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**COMM 5991-4 Individual Study in Communication (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours speech. Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**MUS 3503 History of Musical Theatre ■**
3 hours --A comprehensive introduction and critical study of the history of American musical theatre and its place in relation to art, literature, politics, custom, and society. Recognition of styles and forms from

■ Denotes a Liberal Arts course.

studying and listening to examples from representative repertoire.

**PSCOM 3863 Mass Media and U.S. Politics ■**
3 hours--Prereq.: PS 1113 or departmental approval. An examination and assessment of the power and influence of the mass media in U.S. politics; emphasis will be centered on the medium of television.

## Courses in Computer Science

**CMPSC 1113 Computer Programming I ■**
3 hours--Prereq. MATH 1513, MATH 1613, or departmental approval. Introduction to the theory and techniques of programming using high level languages. Equivalent to course CS1 of the Association for Computing Machinery recommended curriculum.

**CMPSC 1133 Computer Programming II ■**
3 hours--Prereq.: 1113 or departmental approval. Modern programming techniques, including top-down design, bottom-up design, and structured techniques are studied. The language of instruction is a modern, structured programming language. This course is equivalent to course CS2 in the Association for Computing Machinery recommended curriculum.

**CMPSC 1513 Computer Literacy ■**
3 hours--A multidisciplinary study of concepts, terms, and trends in computing, augmented with database, spreadsheet, word processing and internet skills. This course equips the student to function in the information age.

**CMPSC 2213 Computer Languages (Language named in title listing) ■**
3 hours--Prereq.: 1133 or departmental approval. Programming applications and techniques using the specified language. Equivalent to course CS5 of the Association for Computing Machinery recommended curriculum.

**CMPSC 3323 Internet Programming ■**
3 hours--Prereq.: 1133. Technical issues concerning the Internet and programming on the Internet, including hypertext document creation and delivery, client-server systems, graphics, server interface programs, and appropriate languages.

**CMPSC 2881-4 Special Studies in Computer Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**CMPSC 3113 Operating Systems ■**
3 hours--Prereq. or Coreq.: 3613, CPSMA 2103. The functions of an operating system including the file system, the resident monitor, interrupt processing, multiprocessing, and timesharing systems. Equivalent to course CS6 of the Association for Computing Machinery recommended curriculum.

**CMPSC 3213 Organization of Programming Languages ■**
3 hours--Prereq.: 1133. The syntax, organization, and run-time behavior of several high-level programming languages is explored. Block structured languages, data types, control structures and data flow, and management of storage are examined. This course is equivalent to course CS8 in the Association for Computing Machinery recommended curriculum.

**CMPSC 3233 Linux Tools ■**
3 hours--Prereq.: 1113. Using the tools available under the Linux system, including software development tools.

**CMPSC 3313 Advanced Computer Languages (Subject name in title listing)**
3 hours--Prereq.: CMPSC 1133, CPSMA 2103. Advanced study of a programming language which may include topics such as object-oriented programming, client-server communications, database interface, cryptography, web programming, and other language specific features. This course may be repeated with different language for credit.

**CMPSC 3543 Object Oriented Programming ■**
3 hours--Prereq. or Coreq.: CPSMA 2103. Object oriented soft-ware development is studied using C++ or other modern object oriented language. Topics covered include classes, inheritance and polymorphism.

**CMPSC 3613 Computer Architecture ■**
3 hours--Prereq.: 1133. Architecture including number systems, CPA, arithmetic, primary and secondary memory. Instruction sets and assembler level programming. Equivalent to course CS3 in the Association for Computing Machinery recommended curriculum.

**CMPSC 3943 Software Design and Development ■**
3 hours--Prereq.: CPSMA 2103. The software development life cycle and concepts of large-scale software development are explored. Significant software project work will also be accomplished. The team programming concept is utilized. This course is equivalent to course CS14 in the Association for Computing Machinery recommended curriculum.

**CMPSC 4213 Data Base Design ■**
3 hours--Prereq.: CPSMA 2103. Several data models are examined, with emphasis on relational models. Data base design is studied, and applications are implemented. Equivalent to course CS11 of the Association for Computing Machinery recommended curriculum.

**CMPSC 4223 Unix System Administration ■**
3 hours--Prereq.: CPSMA 2103 or departmental approval. Administration of Unix timesharing systems, including spooling, installation, maintenance, and intercomputer communications.

**CMPSC 4273 Modeling and Simulation Using Parallel Computing**
3 hours--Prereq.: 1113 or departmental approval. Methods, science, algorithms, and practice of modeling and simulation processing using small to large scale parallel computing. Topics include: electromagnetics, climate/weather, aircraft modeling, DNA-related bioinformatics, medical imaging, gaming, artificial intelligence (AI), and natural language processing areas.

**CMPSC 4473 Theory of Programming Languages ■**
3 hours--Prereq.: 3943 or departmental approval. The design and construction of compilers. The theory of parsing, language theory, and general parsing methods are covered. Context free and context dependent languages and deterministic parsing methods are studied. This course is equivalent to course CS15 in the Association for Computing Machinery recommended curriculum.

**CMPSC 4881-4 Practicum in Computer Science**
1 to 4 hours--Prereq.: Twelve hours computer science and departmental approval. Supervised practical experience in a computer center working with an application which is in production or one which will be put into production.

**CMPSC 4981-4 Seminar in Computer Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**CMPSC 4991-4 Individual Study in Computer Science (Subject**

**named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**CMPSC 5981-4 Seminar in Computer Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**CMPSC 5991-4 Individual Study in Computer Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours in computer science or nine hours in computer science and a course in statistics. Directed intensive study on definite problem or special subject; based on approved outline or plan; conferences, oral and written reports.

**CPSMA 2103 Data Structures ■**
3 hours-- Prereq. CMPSC 1133. Basic concepts of data structures, stacks, queues, trees, tables, hashing, lists, strings, arrays, files, and applications to various areas of computer science.

**CPSMA 2923 Data Structures and Algorithm Analysis ■**
3 hours--Prereq.: CMPSC 1133; Prereq. or Coreq.: MATH 2613 or 2825. Basic concepts of data structures, stacks, queues, trees, tables, hashing, lists, strings, arrays, files, and applications to various areas of computer science. Equivalent to course CS7 in the Association for Computing Machinery recommended curriculum.

**CPSMA 3103 Algorithm Analysis ■**
3 hours-- Prereq.: MATH 2825 or MATH 2613. This course provides an introduction to the analysis of algorithms. Topics include: common algorithms used in programming, sorting, searching, graph traversal, hashing, divide-and-conquer, dynamic programming, greedy algorithms, algorithmic complexity (worst/average/best case analysis for time/space), NP complexity, and NP-complete problems

**CPSMA 3813 Data Mining ■**
3 hours--Prereq.: CPSMA 2103 and MATH 1223. Introduction in knowledge discovery and data mining, including basic concepts of data analysis in databases, discovering patterns in data, knowledge interpretation, and extraction. Topics include machine learning techniques such as association rule mining, classification, clustering, predication, text mining, and Web mining.

**CPSMA 3913 Discrete Mathematics ■**
3 hours--Prereq.: CMPSC 1113; and MATH 2825 or MATH 2613 or departmental approval. An introduction to areas of mathematics with direct applications to computer science. Topics covered include sets, functions, elementary propositional and graph theory, matrices, proof techniques, combinatorics, probability, and random numbers.

**CPSMA 3933 Operations Research ■**
3 hours--Prereq.: 2613 or 2825. A survey of operations research techniques as applied to quantitative decision making. Topics include the linear programming model and other optimization techniques applied to inventory, transportation, assignment, network models, project scheduling, and simulations.

**CPSMA 4313 Data Processing and Visualization ■**
3 hours--Prereq.: CPSMA 2103 and MATH 1223
Addresses fundamental concepts and techniques in summarizing data, managing, and presenting pictorial representations of complex data for effective data-driven decision making. Topics include state-of-the-art modeling, data cleansing, analysis and visualization techniques of complex high dimensional data as well as plotting and data graphics systems using various tools.

**CPSMA 4373 Network Science**
3 hours--Prereq.: 1113 or departmental approval. Provides an introduction to network science. Modeling of systems as networks, using graph theory, from a variety of disciplines is explored. Analysis algorithms for networks and the challenges associated with applying them to large scale networks are presented. Related software for network analysis is studied. The course will focus on the applications of complex network analysis to fields such as biology, cyber-security, and social networks.

**CPSMA 4413 Numerical Methods ■**
3 hours--Prereq.: MATH 3025, CMPSC 1113, or departmental approval. An introduction to basic numerical analysis with emphasis upon numerical methods and error analysis in the study of such topics as power series, solutions of equations and systems of equations, integration and differentiation, convergence, and solutions of ordinary differential equations.

**CPSMA 4513 Data Applications in Business**
3 hours--Prereq.: MATH 3025. Applications of data techniques with an emphasis on real-world problem solving utilizing problems from business, industry and government. Topics include regression analysis, Markov chains, error analysis, Monte Carlo simulations, and big data. Emphasis will be made to professional coding and presentations.

## Courses in Criminal Justice

**CJSOC 4313 Criminology ■**
3 hours--Prereq.: SOC 1113. The cause, prevention and treatment of crime.

**CRJS 2233 Introduction to Criminal Justice**
3 hours--An overview of the criminal justice system, to include police, courts, and corrections as they pertain to both adults and juveniles. An understanding of the participants, and their roles, in accomplishing the missions of the criminal justice system.

**CRJS 2253 Adult Correctional Systems**
3 hours--This course is designed to provide an understanding of the Adult Correctional system, both in Oklahoma and on a nationwide basis. The course will provide the student with information regarding the entire field of Adult Corrections.

**CRJS 2353 Juvenile Justice System**
3 hours--This course is designed to provide an understanding of the Juvenile Justice System, both in Oklahoma and on a national basis. The major areas explored will be diversion and treatment goals.

**CRJS 2453 The Police Function**
3 hours--Police systems established in America and abroad; functions and activities; division and subdivisions with responsibilities of each. Special emphasis is placed on constitutional rights, rules, principles and concepts governing arrest, search, and seizure.

**CRJS 2881-4 Special Studies in Criminal Justice (Subject named in title listing)**
1-4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**CRJS 3203 Victimology ■**
The purpose of this course is to introduce the field of victimology. An interdisciplinary and contextual approach will be used to explore criminal victimization, and consider the role of intrapersonal, interpersonal, familial, peer, community, and mass media influences. Students will

be introduced to the development of the field, the criminal justice system's responses to victimization, subareas of victimology, and policy development.

**CRJS 3333 Criminal Behavior**
3 hours--Prereq.: 2233. A review of historical and current theories regarding the causes of criminal behavior. Study of the major types of criminal offenders.

**CRJS 3423 Introduction to Law Enforcement**
3 hours--Prereq. or Coreq.: 2233. An in-depth study of Oklahoma's substantive and procedural criminal laws related to the regulation of the criminal justice system.

**CRJS 3503 Rural Criminology ■**
Rural criminology is a field within criminology that acknowledges the impact of rurality andcommunity size on the incidence of crime, type of crime, and resources to respond to crime.In this course, criminological theory will be applied to rural areas to explain how social,cultural, and economic forces influence crime in rural areas of the United States.

**CRJS 3643 Criminal Justice Issues**
3 hours--Focus on contemporary issues concerning the philosophy, management and operations of criminal justice agencies. The scope and direction of this course is determined by the instructor.

**CRJS 3653 Alternatives to Incarceration**
3 hours--All public and private resources are reviewed pertaining to effectively treating the offenders' unacceptable behavior in the community rather than in prison. The impact of community treatment centers, group homes, and halfway houses on the individual and the community, the effectiveness of individual, group, and family therapies on the offender are examined.

**CRJS 4153 Juvenile Programs and Settings**
3 hours--A senior level course designed to enhance the student's knowledge concerning treatment modalities within juvenile settings. Emphasis will be placed on the students acquiring knowledge concerning the whole realm of juvenile programs and seeing how each fit within the overall structure.

**CRJS 4293 Police Administration**
3 hours--A comparative survey and analysis of administrative philosophy, problems, procedures, organizations, contemporary human resources trends (i.e., recruitment selection, A.D.A., E.E.O.C., Affirmative Action, diversity) for effective agency organization. Considers administrative skills relating to operations and personnel.

**CRJS 4333 Criminal Investigation I**
3 hours--Prereq. or Coreq: 2423. Introduction to the fundamentals of criminal investigation, including theory and history, conduct at crime scenes, collection and preservation of evidence.

**CRJS 4343 Criminal Investigation II**
3 hours--Prereq.: 4333. Advanced techniques in criminal investigations including forensic examinations of crime scenes and trace evidence. Police responses to crime will include fingerprint lifting and preservation of evidence, as well as methods of identifying perpetrators.

**CRJS 4413 Correctional Programs and Settings**
3 hours--Study of the current major correctional programs being utilized to change adult criminals' behavior. Also, how the various correctional settings have a significant influence on the effectiveness of these programs.

**CRJS 4503 Criminal Justice in Indian Country ■**
This course focuses on tribal crime data collection, crime trends, and other critical justice issues in Indian Country. Topics covered in this course include the historical development and complexities of law enforcement and legal jurisdiction, victimization, and law enforcement in Indian Country.

**CRJS 4473 Legal Aspects of Criminal Justice Process**
3 hours-- An in depth study of the constitutional basis for law in the U.S. The course will examine the relationship of the judicial process and constitutional law to criminal justice practice. Special emphasis will be placed on case decisions.

**CRJS 4623 Interrogation Techniques**
3 hours--Prereq. or Coreq.: 2423. This course is in compliance with the Council on Law Enforcement Education and Training (CLEET) requirements, and is constructed specifically for law enforcement officers. The focus of this course is to prepare for and to conduct interviews and interrogations incorporating non-verbal kinetics (body language) techniques, grammatical clues to indicate deception, verbal behavior analysis, and evasive verbal responses during interviews and interrogations.

**CRJS 4941-12 Internship (Field named in title listing)**
1-12 hours--Prereq.: Retention grade point average of 2.5 and departmental approval. Each student is required to complete a total of twelve hours (usually one semester) of field training consisting of full-time work in an approved setting. Under special circumstances, alternative arrangements may be approved.

**CRJS 4981-4 Seminar in Criminal Justice (Subject named in title listing)**
1-4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**CRJS 5013 Administration in the Criminal Justice System**
3 hours--An overview of criminal justice administration concentrating primarily on issues which are unique to the various criminal justice areas. The class will focus on interdepartmental and interdepartmental functions within the criminal justice system.

**CRJS 5113 Political and Legal Aspects of the Criminal Justice System**
3 hours--This course is designed to help the student understand the impact of political and legal decisions on the criminal justice system. Emphasis will be placed on the student's understanding of how agencies within the criminal justice system can function within a legal political climate.

**CRJS 5213 Litigation in the Criminal Justice System**
3 hours--The primary focus of this course will be on individual and agency liability. The course will include issues in the scope and breadth of liability, confinement, and discussion of ways to provide individual and agency protection from liability.

**CRJS 5313 Interrogation/Report Writing**
3 hours--The focus of this course is to provide students with an understanding of effective interrogation techniques. The student will be familiarized with various types of reports and documentation necessary in the criminal justice system.

**CRJS 5323 Foundations of the Criminal Justice Profession**
3 hours--To provide students with a thorough knowledge of the criminal justice system. All major aspects of criminal justice will be covered. The course will provide the framework for all other required courses.

■ Denotes a Liberal Arts course.

**CRJS 5333 Crime Reduction Strategies**
3 hours--This course examines crime prevention as an alternative to a reactive criminal justice operations. It reviews current theories of, and leading research on, the main approaches to preventing crime, including developmental, situational, and community prevention. A special focus is placed on assessing the effectiveness of prevention programs and policies.

**CRJS 5433 Advanced Criminological Theory**
3 hours--Examination of classic and contemporary theoretical explanations of crime from multiple criminological perspectives including classical, biological, psychological, and sociological theories. Analysis of crime patterns and crime correlates and substantive focus on the application of such theories to criminal justice agencies, community, and society.

**CRJS 5553 Practicum in Criminal Justice**
3 hours--Prereq.: Departmental approval. This course provides structured experiences in different areas of criminal justice administration. The student will be directed towards the integration and application of decision making, evaluation and supervisory skills.

**CRJS 5981-4 Seminar in Criminal Justice (Subject named in title listing)**
1-4 hours--Directed intensive study on selected problem or special topic.

## Courses in Economics

(See Courses in Business Administration)

## Courses in Education and Library Science

**EDLBS 4913 Children's Literature**
3 hours--Types of materials used with pre-kindergarten and elementary-age children; evaluation of materials according to literary value and age placements.

**EDLBS 5333 Administration and Use of Instructional Media**
3 hours--Familiarizes students with a broad range of instructional media for designing instruction in physical and virtual school library learning environments and with principles and techniques related to the selection, administration, and evaluation of instructional media and technology, as well as designing a school community learning facility.

**EDLBS 5913 Advanced Children's Literature**
3 hours--Types of materials used with pre-kindergarten and elementary-age children; evaluation of materials according to literary value and age placement.

**EDMA 5243 Assessment and Treatment of Mathematics Difficulties**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course will examine difficulties students have with acquisition of typical arithmetic skills. The focus will be on diagnosing and determining interventions for at risk students (i.e., students with dyscalculia and/or other mathematics-related deficits) in processing, memory, mathematics language skills, sequencing, and attitudinal/emotional factors. Individual assessment and error analysis will be used to determine interventions.

**EDMA 5663 Mathematics Leadership and Mentoring**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course will provide students with the most current understanding of mathematics consultation and mentoring. Topics will include leadership for school mathematics programs, collaboration with teachers and other professionals, data analysis, curriculum issues, knowledge of mathematics standards, and facilitation of professional development. These foundations will provide students with experience in working with teachers to improve instructional practice as well as student achievement. An emphasis will be placed on mastering the complexities of observing and modeling in classrooms and providing feedback to teachers.

**EDMA 5713 Number Concepts and Operations - Pedagogy in Mathematics**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of number concepts and operations as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in number concepts and operations. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDMA 5723 Geometry and Measurement - Pedagogy in Mathematics**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of geometric ideas as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in geometrical reasoning. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDMA 5733 Data Analysis and Probability - Pedagogy in Mathematics**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of data analysis and probability as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in data analysis and probability. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDMA 5743 Algebra and Functions - Pedagogy in Mathematics**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of algebraic ideas as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in algebraic reasoning. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDPSY 3513 Educational Psychology**
3 hours--Prereq.: Admission to Teacher Education; Coreq.: EDUC 3001. Application of psychological theories to classroom teaching. Primary course topics include educational research and the scientific approach to teaching; education measurement and evaluation; and theories of development, learning and motivation as they apply to classroom

■ Denotes a Liberal Arts course.

instruction, management and discipline.

**EDPSY 5143 Introduction to School Psychological Services**
3 hours--Prereq.: Departmental approval. Explores the role and function of School Psychometrists and School Psychologists, including responsibilities, credentialing, professional ethics, legal implications, referral sources, assessment and placement, consultation, intervention strategies, professional affiliations, and the role of School Psychometrists and School Psychologists in the administration of public education. Special emphasis given to the role of School Psychometrists and School Psychologists with respect to special needs children. This is not an approved elective for Counseling Psychology (0860) students.

**EDPSY 5163 Cognitive Behavioral Theories and Methods of Counseling and Psychotherapy**
3 hours--Exploration and examination of theories and techniques utilized when functioning as a counselor or therapist within a cognitive and/or behavioral conceptual framework. Personality and behavior change is considered within the framework of a cognitive and/or behavioral perspective. Included are theories and techniques such as Rational-Emotive Therapy, Beck's Cognitive Therapy, Cognitive-Behavior Modification, Social Learning Theory and Milieu Therapy, and various approaches based upon operant and classical conditioning including systematic desensitization.

**EDPSY 5353 Standardized Group Tests**
3 hours--Theoretical rationale underlying the use of educational and psychological tests for the description, evaluation, prediction, and guidance of behavior: emphasizing those tests used in schools for the evaluation of academic areas, as well as those used in such settings as guidance centers and employment agencies.

**EDPSY 5363 Career Development**
3 hours--A variety of training experiences designed to prepare guidance personnel with competencies to provide their counselees with career development skills.

**EDPSY 5373 Personality Assessment for Children**
3 hours--Prereq.: EDPSY 5353 or PSYCH 4213. The study of methods and techniques for assessing children's behavior and their social and emotional development. The course will include formal and informal methods of assessing both internalizing and externalizing problems. Objective and projective methods will be studied. Students will be prepared to work in both educational and clinical settings.

**EDPSY 5403 Non-Traditional Assessment**
3 hours--Prereq.: 5353. A study of alternative methods of child assessment including functional behavior assessment, standardized curriculum-based measurements, such as the Dynamic Indicators of Basic Early Literacy Skills (DIBELS), and response to intervention models of assessment. The primary focus of this course is learning assessment techniques that directly inform intervention. The course will include discussions about using such techniques to meet Federal requirements for Special Education eligibility.

**EDPSY 5433 Affective Theories and Techniques of Counseling and Psychotherapy**
3 hours--Prereq.: 5163. Exploration and examination of theories and techniques utilized when functioning as a counselor or therapist within an affective conceptual framework. Personality and behavior change is considered within the framework at an affective perspective. Included are theories and techniques such as client-centered therapy, Gestalt therapy, Existential therapy, Psycho-analytic therapy, and Reality therapy.

**EDPSY 5493 Practicum in School Psychology**
3 hours--Prereq.: 5163, 5693, PSYCH 5313 and 5473. The student will spend a minimum of 150 clock hours in an appropriate setting under the supervision of a Credentialed School Psychologist or a Licensed Psychologist.

**EDPSY 5553 Practicum in Counseling ■**
3 hours--Prereq.: 5433, EDUC 5413, PSYCH 5183, 5373, and 5403. The student will spend a minimum of 150 clock hours in supervised practical experience in professionally appropriate counseling and psychological activities at a facility engaged in furnishing psychological, medical, rehabilitative, counseling, or other socially relevant human services to a client population. Students will develop and refine competencies in the application of psychological principles and skills in order to function effectively as providers of counseling and psychological services. May be repeated for a maximum of 6 hours with department approval.

**EDPSY 5593 Internship in School Psychology I**
3 hours--Prereq.: 5493. The intern will spend a minimum of 600 clock hours under the supervision of a Credentialed School Psychologist or a Licensed Psychologist. The internship is a 2 semester experience which earns 3 credit hours a semester. Student will enroll in EDPSY 5613 Internship II after EDPSY 5593 Internship I has been completed for the remainder of the internship experience.

**EDPSY 5613 Internship in School Psychology II**
3 hours--Prereq.: 5593. The intern will spend a minimum of 600 clock hours under the supervision of a Credentialed School Psychologist or a Licensed Psychologist. This course is the second part of a two-semester experience. The student will have completed EDPSY 5593 Internship I before enrolling in EDPSY 5613 Internship II.

**EDPSY 5693 Practicum in School Psychometry**
3 hours--Prereq.: 5143, 5353, 5403, PSYCH 5403 and 5433. The student will spend a minimum of 150 clock hours in an appropriate setting under the supervision of a Credentialed School Psychometrist or a Licensed Psychologist.

**EDPSY 5961-2 (Subject named in title listing)**
1 to 2 hours--Prereq.: Departmental approval. Directed group study on a special topic, normally of short duration. Grading is "P" or "F".

**EDUC 0111 Developmental Reading**
1 hour--Through diagnostic procedures an individualized reading improvement program will be developed. The individualized diagnostic profile will focus upon vocabulary and reading comprehension improvement. Grading is "P" or "F".

**EDUC 1113 Reading Improvement I**
3 hours--This course is designed to assist the student in the acquisition of a larger sight vocabulary and more functional word attack techniques. There will be diagnostic procedures followed by an individualized program in order to maximize the improvement of various weaknesses. Comprehension will be stressed as suggestions are made to improve speed.

**EDUC 2012 Diversity in American Education**
2 hours--Prereq: 36 hours of completed coursework; Coreq.: 2211 and 2631. Historical and philosophical foundations of multiculturalism and diversity, with practical application of culturally responsive pedagogy in American education. Elements of overall professionalism and the teaching profession.

**EDUC 2211 Field Experience I**
1 hour--Coreq.: 2012. A 25 clock-hour laboratory experience in which potential teacher candidates observe in elementary, middle/junior high,

and high schools to acquire a more mature perspective of the stages of development of students and the roles of teachers and other professionals.

**EDUC 2312 Special Education Practicum and Procedures (Area named in title listing)**
2 hours--Prereq.: Departmental approval. A course designed to provide supervised opportunities for observation and contact with exceptional children so that the student might have an overall view of activities encompassed in the teaching of special education.

**EDUC 2402 Survey of Exceptional Children ■**
2 hours--An introduction to intellectual, behavioral, sensory, physical, and learning variations of children with emphasis on identification and appropriate classroom programming. State and Federal regulations will be discussed. A minimum of five hours interaction with individuals who have disabilities is required in this course.

**EDUC 2631 Foundations of Educational Technology**
1 hour--Prereq.: 36 hours of completed coursework; Coreq.: 2012 and 2211. This course is designed to prepare pre-service teachers with hands-on opportunities to use productivity tools in their future classroom. There will be a focus on introducing a variety of educational applications of technology.

**EDUC 2881-4 Special Studies in Education (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**EDUC 3001 Field Experience II**
1 hour--Prereq.: Admission to Teacher Education; Coreq.: EDPSY 3513. Twenty-five hours of public school classroom and teaching laboratory experiences related to teacher preparation in general and specifically to those topics covered in EDPSY 3513 Educational Psychology.

**EDUC 3013 Methods of Emergent Literacy**
3 hours--The study of the skills necessary to promote early literacy development. Students will develop competency in the components of emergent literacy, including oral language development, decoding, fluency developments, and writing and spelling strategies.

**EDUC 3033 Socialization and Guidance of Young Children**
3 hours--Prereq.: Admission to Teacher Education. Study of the theory, principles and methods employed in the guidance and management of children with emphasis on promoting children's successful adjustment to multiple ecological systems including family, school and peer group.

**EDUC 3043 Education, Development, and Observation of the Young Child**
3 hours--Prereq.: PSYCH 3463 and admission to Teacher Education. Study of cognitive, literacy, language, psycho/social, and physical/motor development and planning appropriate, integrated learning experiences for young children. Observation of children in an educational setting is required.

**EDUC 3333 Methods in Creative Arts for Young Children**
3 hours--This course will provide prospective teachers of PK-3 students with developmentally appropriate synthesized creative arts experiences, through the integration of instructional content and methods associated with movement, music/rhythmic, and visual arts exploration.

**EDUC 3413 Methods in Elementary Language Arts**
3 hours--Prereq.: Admission to Teacher Education. Methods and techniques of teaching development of skills in listening, speaking, writing and spelling in the elementary grades.

■ Denotes a Liberal Arts course.

**EDUC 3463 Foundations of Reading**
3 hours--The study of foundational reading theories, emergent, beginning , and fluent development stages of reading/writing that lead to comprehension and fluency as covered by the 5 pillars of reading.

**EDUC 3483 Methods of Reading**
3 hours--Prereq.: Admission to Teacher Education. Methods and techniques of how to teach teacher candidates to transition from learning to read to reading to learn with a focus on students in grades 4th through 8th. Instructional strategies and learning activities centered on the reciprocal process of reading and writing to develop comprehensive skills and vocabulary knowledge.

**EDUC 3493 Reading Assessment for Instruction**
3 hours--Prereq.: Admission to Teacher Education, EDUC 3463 and 3483. Informal reading diagnostic tools will be explained and utilized to develop appropriate reading strategies based on baseline assessment results. In addition, reading disabilities, such as dyslexia, will be explained.

**EDUC 3503 Methods in Elementary Mathematics-Primary**
3 hours--Prereq.: Admission to Teacher Education. Development of ideas and techniques related to teaching mathematical concepts and skills with emphasis on the primary grade level. Variety of learning aids with emphasis on detailed understanding of mathematical operations.

**EDUC 3513 Methods in Elementary Mathematics-Intermediate**
3 hours--Prereq.: Admission to Teacher Education. Development of ideas and techniques related to teaching mathematical concepts and skills with emphasis on the intermediate grade level. Variety of learning aids with emphasis on detailed understanding of mathematical operations.

**EDUC 3603 Science and Social Studies for Early Childhood**
3 hours--Prereq.: Admission to Teacher Education. Focuses on developing appropriate experiences in science and social studies for young children. Emphasizes active learning, developmentally appropriate practice, and constructivist philosophy in teaching.

**EDUC 3613 Methods in Elementary Natural Science**
3 hours--Prereq.: Admission to Teacher Education. A survey of elementary science curricular content and teaching materials; exploration and evaluation of organizational programs; laboratory experiences in developing more effective teaching methods to meet the increasing demands for greater scope and better understanding of elementary science.

**EDUC 3713 Methods in Elementary Social Studies**
3 hours--Prereq.: Admission to Teacher Education. Materials and procedures of teaching history, government, geography, and safety education in the elementary grades; functions of the social studies in the elementary school; consideration of techniques of teaching social science.

**EDUC 3753 Methods in Early Childhood Education**
3 hours--Prereq.: Admission to Teacher Education. A study of curricular content, teaching materials and activities for young children. Emphasis given to developmentally appropriate methods, classroom management, assessment, child development, and issues of diversity in early childhood.

**EDUC 3812 Policy and Procedures in Special Education**
2 hours--Prereq.: Admission to Teacher Education. This course will examine federal and state special education legislation, regulations, policy, and procedure. Emphasis will be given to rights of individuals with disabilities and their families.

**EDUC 3823 Introduction to Students with Mild Disabilities**
3 hours--Prereq.: Admission to Teacher Education. This course will explore the philosophical and historical foundations of special education for students with mild disabilities, characteristics of students with mild disabilities, and professional ethical practices in the field of special education.

**EDUC 3833 Introduction to Students with Moderate Disabilities**
3 hours--Prereq.: Admission to Teacher Education. This course will explore the philosophical and historical foundations of special education for students with moderate disabilities, characteristics of students with moderate disabilities, and professional ethical practices in the field of special education.

**EDUC 4013 Practical Strategies and IDEA for Behavior Disorders**
3 hours -- This course will explore characteristics and IDEA procedures for identifying students with behavior disorders in educational settings. This course will also prepare those working with students to manage behavior in special and general education classrooms. Practical strategies and interventions for increasing appropriate behaviors and decreasing inappropriate behaviors will be discussed. Discipline regulations of IDEA including manifestation determination, alternative placement, and IEP's will be covered. Specific methods for identifying and documenting behavior concerns required by IDEA (i.e., functional behavioral assessments and behavior intervention plans) will be introduced.

**EDUC 4033 Microcomputers in Education**
3 hours--Designed for educators with minimal experience using computers. Students will participate in guided evaluation of software, and plan for implementation of computer assisted learning activities in the classroom.

**EDUC 4042 Strategies for Effective Teaching**
2 hours--Prereq.: 2012, 2211, 2631, 3001, EDPSY 3513, and admission to Teacher Education; Coreq.: 4611 and 4632. Development of learning units, lesson plans, instructional objectives, and evaluation techniques. Assignments will differentiate between elementary and middle school. Enrollment will be concurrent with EDUC 4611 and 4632.

**EDUC 4112 Guidance of Exceptional Children**
2 hours--This course will examine family systems theory for students with mild/moderate disabilities from birth to 21 years of age. Collaborative strategies, teaming, consultation, and resources will be emphasized.

**EDUC 4133 Methods in Teaching the Mentally Retarded and Physically Disabled**
3 hours--Prereq.: 4513, 4813. A study of policy and procedures in special education and curricular content, teaching methods and learning characteristics of children with mental retardation and physical disabilities.

**EDUC 4233 Teaching in the Middle School/Junior High School**
3 hours--Prereq.: Admission to Teacher Education. An orientation to instructional programs and processes in middle schools and junior high schools.

**EDUC 4262 Student Teaching Seminar I**
2 hours--Coreq.: Current enrollment in Student Teaching. During this seminar course the teacher work sample will be completed.

**EDUC 4282 Student Teaching Seminar II**
2 hours--Coreq.: Current enrollment in Student Teaching and 4262. Theory and practice related to classroom management, teacher evaluations, and problems and issues encountered in student teaching.

**EDUC 4413 Clinical Practices in Remedial Reading I**
3 hours--Prereq.: 3463 or 3483 or departmental approval. Educational diagnosis, remedial teaching, and individual counseling in cases involving reading deficiency. Direct laboratory work with pupils in public schools.

**EDUC 4513 Children with Physical Disabilities**
3 hours--Prereq.: 2402 and admission to Teacher Education. A survey of various physically disabling conditions that affect children's placement and programming. Emphasis will be given to physical and educational techniques which may be used in meeting the needs of children with such conditions.

**EDUC 4611 Field Experience III**
1 hour--Prereq.: 2012, 2211, 3001, 4632, EDPSY 3513 and admission to Teacher Education; Coreq.: 4042. Twenty-five hours of public school classroom experience with the teacher candidate observing regular classroom events in general and specifically those related to topics covered in EDUC 4042 Strategies for Effective Teaching.

**EDUC 4632 Educational Technology Integration Strategies**
2 hours--Prereq.: Admission to Teacher Education, 3001, EDPSY 3513; Coreq.: 4042 and 4611. This course includes a blended style of instruction in which pre-service teachers gain experience with using technology for learning, as well as integrating technology into classroom instruction. During this course students will be in the field or collaborating with instructional technology in their methods courses.

**EDUC 4642 Methods of Teaching Transitional Skills**
3 hours--Prereq.: Admission to Teacher Education, 3823, 3833. This course will explore methods and strategies used to prepare students with mild/moderate disabilities for transition from school to community life. Emphasis will be given to research-based instruction, model programs, and effective methods.

**EDUC 4713 Assessment and Program Development**
2 hours--Prereq.: Admission to Teacher Education. Students will gain a basic understanding of assessment, diagnosis and evaluation procedures used in special education. Emphasis will be given to appropriate utilization of assessment, legal issues surrounding assessment, and using assessment results to plan individualized education programs.

**EDUC 4723 Methods of Teaching Children with Mild/Moderate Disabilities**
3 hours--Prereq.: Admission to Teacher Education. This course will explore methods and strategies used to educate students with mild/moderate disabilities birth through 21 across educational environments. Emphasis will be given to research-based instructional and remedial methods, techniques, and curriculum materials and classroom management theory.

**EDUC 4813 Nature and Characteristics of Children with Mental Retardation**
3 hours--Prereq.: 2402 and admission to Teacher Education. Comprehensive study of mental retardation including the history, classification systems, etiologies and syndromes, theoretical approaches to and educational programs for children with mental retardation.

**EDUC 4912 Special Education Practicum and Procedures (Area named in title listing)**
2 hours--Prereq.: Six hours of Education Methods courses or departmental approval. Campus seminars and supervised education field experiences with exceptional children in the classroom or therapeutic setting.

**EDUC 4921 Practicum and Procedures for Mild/Moderate Disabilities**
1 hour--Prereq.: Admission to Teacher Education. Campus seminars and

supervised education field experiences with students with mild/moderate disabilities in the classroom. Students will explore and observe common educational practices for students with mild/moderate disabilities.

**EDUC 4951-10 Supervised Student Teaching in Elementary Schools**
1 to 10 hours--Prereq.: Admission to the professional semester; Coreq.: 4262. A supervised professional internship in teaching in an elementary school under the guidance of one or more experienced teachers.

**EDUC 4961-10 Supervised Student Teaching in Grades PK Through Twelve**
1 to 10 hours--Prereq.: Admission to the professional semester; Coreq.: 4262. A supervised professional internship in teaching at both elementary and secondary levels for art, music, health and physical education, and special education majors under the guidance of one or more experienced teachers.

**EDUC 4971-10 Supervised Student Teaching in Secondary Schools**
1 to 10 hours--Prereq.: Admission to the professional semester; Coreq.: 4262. A supervised professional internship in teaching in a secondary school under the guidance of one or more experienced teachers.

**EDUC 4981-4 Seminar in Education (Subject named in title listing)**
1 to 4 hours--Directed group study on special subject or problem.

**EDUC 4991-4 Individual Study in Education (Subject named in title listing)**
1 to 4 hours--Directed individual study on special subject or problem. Open only to selected undergraduates.

**EDUC 5003 Multimedia Technology**
3 hours--Prereq.: Graduate Standing. The course will cover theory and application of digital media in the public school classroom. Design and production of materials including sound recording/editing, video recording/editing, graphic scanning/editing, web page development, and distribution of digital materials.

**EDUC 5013 Advanced Educational Technology Strategies**
3 hours--This course focuses on knowledge and skills in the selection and integration of current technologies to support teaching and learning. An emphasis is placed on 21st Century education and the development of digital learning environments.

**EDUC 5023 Educational Aspects of Exceptional Children**
3 hours--An in depth study of children who have educational, intellectual, behavioral or physical characteristics which adversely affect their educational performance. Emphasis will be given to educational methods and legal issues in working with these children.

**EDUC 5033 Nature and Curriculum Needs of Middle Level Learners**
3 hours--Prereq.: One hundred semester hours or graduate status. An introduction to the middle school concept that emphasizes the developmental needs of early adolescents in the context of patterns of school organization, curriculum and pedagogy that are responsive to the intellectual, social, emotional, and physical needs of pre-adolescents (10-14 years old). Exemplary practice supportive of adolescent needs and changes will be identified including case studies and clinical/laboratory experiences.

**EDUC 5042 Parenting Issues in Special Education**
2 hours--Prereq.: 3463 or 3483, 3503 or 3513. This course will explore the structure and characteristics of families of students with disabilities. Emphasis will be placed on parent-educator cooperation, consultation, and resources.

**EDUC 5053 The Middle School: Philosophy and Organization**
3 hours--A study of middle level philosophical tenets and exemplary components and programs utilized in creating a total learning environment effective for the preadolescent learner (10-14).

**EDUC 5062 Superintendent Administration Practicum I**
2 hours--Prereq.: Graduate standing. An instructional mentorship program requiring the superintendent candidate to develop experientialbased skills, presented by the instructor as designed by the program director under the guidance from practicing school superintendent (with no less than three (3) years' experience in that job description.) A Capstone experience based on NELP Standards for District-Level Educational Leadership is required along with documented Intern hours and corresponding Knowledge and Skills-based reflection artifacts as a component of this course.

**EDUC 5072 Superintendent Administration Practicum II**
2 hours--Prereq.: An instructional mentorship program requiring the superintendent candidate to develop experientialbased skills, presented by the instructor as designed by the program director under the guidance from practicing school superintendent (with no less than three (3) years' experience in that job description.) A Capstone experience based on NELP Standards for District-Level Educational Leadership is required along with documented Intern hours and corresponding Knowledge and Skills-based reflection artifacts as a component of this course.

**EDUC 5082 Special Education Assistive Techniques**
2 hours--Prereq. or Coreq.: 3463 or 3483, 3503 or 3513. This course will focus on providing teacher instruction in the pedagogy of Assistive technology. The course will enable teachers to be aware of the needs of their students with disabilities and how technology advances can assist them to better reach their potential. Teachers will acquire skills in selecting software and integrating Assistive technology into instructional models.

**EDUC 5093 Identification of and Strategies for Students with Behavioral Disorders**
3 hours--Prereq.: Graduate standing. This course will explore characteristics and IDEA procedures for identifying students with behavior disorders in educational settings. This course will also prepare those working with students to manage behavior in special and general education classrooms. Various theoretical approaches for managing group and individual behaviors and their relevant management strategies will be discussed. Specific methods for identifying and documenting behavioral concerns (i.e. FBA's) and interventions for increasing appropriate behaviors and decreasing inappropriate behaviors (i.e. BIPS) will be discussed.

**EDUC 5103 Students With Mild and Moderate Disorders**
3 hours--Prereq.: Graduate standing. This course is an in depth study of the history and philosophy of teaching students who have mild and moderate disabilities and their characteristics. Students will also explore issues of ethical considerations in the area of mild and moderate disabilities.

**EDUC 5113 Techniques of Research**
3 hours--Introduces students to the theory of educational research by developing competencies in literature review, library research, data analysis, research writing, and developing plans for applied or action research. This course will consider the ethics of research with human subjects.

**EDUC 5133 Modern Philosophies of Education**
3 hours--Current educational philosophies with special emphasis on those of the United States; provides for understanding of modern education practices.

■ Denotes a Liberal Arts course.

**EDUC 5143 Clinical and Classroom Practices in Reading**
3 hours--Study of clinical and classroom management techniques for diagnosing and remediating reading problems. Involves identifying and using computer technology in field experiences with different learners for different purposes.

**EDUC 5163 Advanced Methods for Mild and Moderate Disorders**
3 hours--Prereq.: Graduate standing. This course will explore the approaches to planning and designing educational programs for students with mild/moderate disabilities. Course includes strategies for classroom modifications, individualized program implementation, and behavior management techniques.

**EDUC 5173 Fundamentals of Curriculum**
3 hours--Prereq.: Graduate status or departmental approval. Curriculum evaluation, development, current issues, and trends related to elementary, middle/junior high, and high schools.

**EDUC 5183 Contemporary Issues in Education**
3 hours--Prereq.: Graduate status or departmental approval. An investigation of current social, political, economic, and cultural issues related to education; their impact on the school; and their implications for teaching.

**EDUC 5223 Advanced Teaching of Transitional Skills**
3 hours--Prereq. or Coreq.: 3463 or 3483, 3493, 3503 or 3513. This course will explore methods of transition planning appropriate for students with mild/moderate disabilities. Emphasis will be given to effective practices, current research, and model programs.

**EDUC 5233 Survey of Teaching Reading**
3 hours--Prereq.: Graduate Standing. This course surveys the reading process with an emphasis given to language development, word recognition skills, comprehension skills, and study skills. Psychological reading theory and various approaches to teaching reading are discussed with opportunities to manipulate reading materials.

**EDUC 5243 Diagnosis of Reading Difficulties**
3 hours--Administration, interpretation, and application of standardized and informal diagnostic instruments. Preparation of case study reports and techniques dealing with interviews and reading conference procedures. Theory and demonstration of tests intended to appraise levels of competence in group and individual settings.

**EDUC 5253 Research and Instruction: Mathematics**
3 hours--Prereq.: 3513. This course is designed to explore topics related to mathematics instruction including: current content standards, research, differentiated instruction, lesson planning, mathematics instructional technology, learning aids and inquiry based learning. An action research project is required.

**EDUC 5263 Research and Instruction: Language Arts**
3 hours--Review of language arts research and experimentation with various models and materials to aid in teaching language arts skills to children.

**EDUC 5273 Research and Instruction: Elementary Social Studies**
3 hours--Prereq.: 3713. An examination of social studies programs and a review of research of content materials and teaching techniques.

**EDUC 5283 Practicum and Portfolio in Reading**
3 hours--Prereq.: Instructor approval. Diagnosing reading difficulties and treatment of reading problems as experienced in clinical and classroom situations. The supervised practical experiences are controlled in certain instances in order to afford the students exposure to research methods and procedures. Emphasis will be directed to provide ample opportunities for interaction with students experiencing reading difficulties. A program portfolio will also be submitted and reviewed according to departmental guidelines.

**EDUC 5303 Reading Instruction in the Content Areas**
3 hours--Emphasis is placed on materials, methodology and vocabulary unique to content areas. Suggestions for techniques by which reading skills may be developed and improved in the individual content subjects for students experiencing various levels of achievement. Attention given to the influence of reading upon the student's continuing academic program regardless of content area.

**EDUC 5313 Research and Instruction: Elementary Science**
3 hours--Prereq: 3613. Examinations and evaluation of science goals; teaching methods and design of programs in light of contemporary research in science education.

**EDUC 5323 Treatment of Reading Difficulties**
3 hours--Prereq. or Coreq.: 5243. An analysis of formal and informal diagnostic data with treatment procedures focused upon individual needs. Instructional strategies, time management, and current technology, resources, and materials will be discussed in order to assure the most effective educational practices.

**EDUC 5333 Legal Aspects of Special Education**
3 hours--Prereq.: Graduate standing. This course will explore the legal aspects of Special Education including formulation of policies and procedures and program development. Emphasis will be given to individual rights, school responsibility and development of individualized education plans.

**EDUC 5342 Supervised Portfolio Research**
2 hours--Prereq.: 5113. The purpose of this course is to assist students in the formulation and development of a professional portfolio according to the departmental guidelines. Continuous enrollment in program coursework or EDUC 5681 Practicum and Portfolio in Education is required until a portfolio acceptable to the portfolio committee is presented. Only one hour of EDUC 5681 Practicum and Portfolio in Education may be counted toward the degree.

**EDUC 5353 Advanced Assessment and Program Development**
3 hours--Prereq.: Graduate standing. Students will gain a basic understanding of assessment, diagnosis and evaluation procedures used in special education. Emphasis will be given to appropriate utilization of assessment, legal issues surrounding assessment, and using assessment results to plan individualized education programs.

**EDUC 5363 Principles of Instructional Design**
3 hours--This course presents the concepts, principles, and methods for designing effective instruction. Topics studied include aligning instruction to standards, developing instructional objectives, planning instructional activities, designing instructional materials, assessing learning outcomes, and evaluating instructional effectiveness.

**EDUC 5373 Nature of Individuals With Low Incidence Disabilities**
3 hours--Prereq.: 2402, 3463 or 3483, 3493, 3503 or 3513. This course will explore the philosophical and historical foundations of special education for students with severe disabilities, characteristics of students with severe disabilities, and professional ethical practices in the field of special education.

**EDUC 5383 Interactive Learning Methods in Distance Education**
3 hours--Prereq.: Graduate standing. This course presents a conceptual framework for learning and teaching at a distance. The course topics of study include the characteristics of distance education, principles of course design, the role of the teacher as facilitator, the role of the learner

as active participant, and guidelines for improving the quality of distance learning.

**EDUC 5393 Educational Statistics**
3 hours--Basic principles of organization and treatment of statistical data.

**EDUC 5403 The Workstation Operating System in Education**
3 hours--Prereq.: Graduate standing. This course meets the standards for desktop and network recognized industry certification in current operating systems. The course presents materials and curriculum for the Certified Professional program. Students will use the workstation operating system in teaching and learning environments.

**EDUC 5413 Introduction to Counseling**
3 hours--Prereq.: Departmental approval. Study of principles, philosophies, and services basic to the organization and administration of guidance programs. Examination and evaluation of methods and devices for obtaining information necessary to guidance services.

**EDUC 5453 Developmental Guidance**
3 hours--Prereq.: 5413. Explore the developmental role of guidance at the public school level and the role, competencies, and skills needed by the guidance specialist.

**EDUC 5483 Counseling Intervention Strategies**
3 hours--Prereq.: All other coursework completed and concurrent enrollment with 5493. The course is designed to assist counselors, teachers, administrators, and other pupil personnel specialists in the development and implementation of counseling intervention strategies. This course should be completed concurrently with EDUC 5493.

**EDUC 5493 Practicum and Capstone in School Counseling**
3 hours--Prereq.: Successful completion of all other courses and concurrently enrolled in EDUC 5483. Placement is in an elementary or secondary (middle or high) school setting where the practicum and capstone will be completed while supervised by a certified School Counselor. Hours: 150 clock hours during the 16-week semester, including at least 75 direct service hours (e.g., individual student planning, student assessment, individual and group counseling, classroom guidance and/or psycho-educational activities, etc.). The remaining 75 non-direct service hours include observations, maintaining case notes, consultation with other counselors/outside agencies, collaboration with teachers/faculty, etc.

**EDUC 5503 Public School Organization**
3 hours--Study of the organization, structure, and politics of American public education.

**EDUC 5513 Supervision of Instruction**
3 hours--Application of leadership theory to clinical supervision; examination of the administrator's role as an instructional leader; evaluation of instructional approaches and programs; practices and procedures of clinical supervision.

**EDUC 5523 School Plant Management**
3 hours--Prereq.: Master's degree, principal certification or departmental approval. Study of management of public school facilities, including planning and development, operation and maintenance, and, fiscal system principles.

**EDUC 5533 Fundamentals of Public School Administration**
3 hours--Basic principles and practices in modern school administration including: how to lead collaboratively a school through mission, vision and school improvement; advocating for ethical decisions and cultivate professional norms; using data to drive decisions that are equitable, inclusive and culturally responsive; engaging all stakeholders in the school and community; and providing for a collaborative professional culture. Assignments in course provided for clinical experiences related to the duties and responsibilities of current public school administrators and authentic leadership activities.

**EDUC 5553 School Public Relations**
3 hours--A detailed and comprehensive presentation of the methods and media for building and sustaining good public relations for public educational institutions.

**EDUC 5573 Public School Finance**
3 hours--A study in the sources of school finance and general principals of financial administration including school-level governance and operation systems to improve management, communication, technology at the building level. The student will study the development and implementation of data-informed and school resource plans that are equitable and apply laws, policies, and regulations. Assignments in course provide for clinical experiences related authentic leadership activities.

**EDUC 5583 Legal Aspects of Education**
3 hours--An examination of federal and state constitutional provisions, statues, judicial decisions, and agency regulations that affect education. Special emphasis on ethics, profession norms, equity, operations, management, and building professional capacity through staff supervision, support, and evaluation as well as application of school related laws, policies, and regulations. Assignments in course provide for clinical experiences related authentic leadership activities.

**EDUC 5603 Survey of Intellectual Property**
3 hours--Prereq.: Graduate standing. The Survey of Intellectual Property addresses the concepts and trends related to ownership and technology in navigating the web; respect and integrity; distribution of works; alternatives to intellectual property; domain names; business methods patents online; and jurisdiction.

**EDUC 5623 The Principalship**
3 hours--A study of principal and building level leadership skills, knowledge, and application of P-12 school administration with an emphasis on organizational structure and the leadership role of the principal including: how to lead collaboratively a school through mission, vision, and school improvement with a set core of values which include data, technology, digital citizen, diversity, and continuous school improvement; advocating for ethical decisions and cultivate professional norms; using data and research to drive decisions that are equitable, inclusive culturally responsive, and promote an inclusive school culture; evaluating, developing, and implementing systems that support learning and instruction using data and assessments; engaging all stakeholders to strengthen and advocate for the needs of stakeholders in the school and community. Assignments in course provide for clinical experiences related authentic leadership activities.

**EDUC 5631-4 Advanced Student Teaching**
1 to 4 hours--Prereq.: Bachelor's degree and six semester hours of directed observation and student teaching. This work is offered in the fall and spring semesters--not in the summer session.

**EDUC 5643 Methods of Teaching Students with Severe Disabilities**
3 hours--Prereq.: 2402, 3463 or 3483, 3493, 3503 or 3513. This course will explore methods and strategies used to educate students with severe disabilities birth through 21 across educational environments. Emphasis will be given to research-based evaluation techniques, IEP development, instructional methods, techniques and curriculum materials, and classroom management theory.

■ Denotes a Liberal Arts course.

**EDUC 5653 Diagnosis of Learning Disabilities**
3 hours. The study of various tests and evaluation instruments used in non-discriminatory multidisciplinary evaluations and the interpretation of test data along with pre-referral information in diagnosing children who have learning disabilities.

**EDUC 5663 Literacy Leadership and Coaching**
3 hours--Prereq.: Majors: Reading Specialist, Elementary, Secondary Education, Secondary Education Academic Discipline, Secondary Education Educational Technology, School Counselor, Library Media and Special Education. This course will provide students with the most current understanding of literacy consultation and coaching. Topics will include leadership for a school literacy program, collaboration with teachers and other professionals, data analysis, curriculum issues, knowledge of literacy standards, and facilitation of professional development. These foundations will provide students with experience in working with teachers to improve their instructional practice as well as student achievement. An emphasis will be placed on mastering the complexities of observing and modeling in classrooms and providing feedback to teachers.

**EDUC 5673 Education Planning and Remediation of Learning Disabilities**
3 hours--Prereq.: 5653 or PSYCH 4213 or EDPSY 5353. Procedures for planning and implementing a program for the educational intervention for children who have been diagnosed with learning disabilities. Includes strategies for classroom modifications, individualized programming, and behavior management plans.

**EDUC 5681 Practicum and Portfolio in Education**
1 hour--Prereq.: 5113, and admission to MEd, and prereq. or coreq. 5342. Development of an acceptable portfolio according to departmental guidelines. The acceptability of the portfolio will be determined by a 3 member faculty committee. This course also requires direct work in an educational setting related to your degree field.

**EDUC 5691-3 Thesis**
1-3 hours--Prereq.: 5113. Development of an acceptable thesis, according to the departmental guidelines. A maximum of three hours may be counted toward the degree. Continuous enrollment is required until a thesis acceptable to the thesis committee and the Graduate Dean is presented.

**EDUC 5703 Instructional Design and Technology Capstone**
3 hours--Prereq.: Enrollment in final semester of M.Ed. This course engages completers of the M.Ed. Instructional Design and Technology program in a culminating experience to extend learning in a topic of relevance and interest to each individual student. Capstone projects are flexible in nature but are expected to demonstrate a synthesis and application of concepts learned throughout the program. The capstone project will be presented to a faculty committee and possibly other audiences.

**EDUC 5713 Administration of Federal Programs in Education**
3 hours--Prereq.: Master's degree, principal certification or departmental approval. Study of federal programs affecting public education, including special education, disadvantaged education, Indian education, Impact Aid, National School Lunch Act, bilingual education, and federal enforcement of rights of handicapped children.

**EDUC 5723 Advanced Legal Aspects of Education**
3 hours--Prereq.: Master's degree, principal certification or departmental approval, EDUC 5583 or the equivalent, or permission of the professor. Advanced study of ethics, legal aspects of education with an emphasis on recent developments in school laws including those relevant to the field of special education.

**EDUC 5733 Organizational Theory and School Administration**
3 hours--Prereq.: Master's degree, principal certification or departmental approval, EDUC 5533 or the equivalent, or permission of the professor. Advanced study of principles and practices of administrative leadership theory and organizational change, with special emphasis on organizational climate and culture.

**EDUC 5743 Collaborative Learning Communities in Special Education**
3 hours--Prereq.: Admission to graduate school. This course will examine collaborative learning communities also designated as wrap around services, for students with mild/moderate disabilities from birth to 21 years of age. Family systems theory and strategies used to prepare students with mild/moderate disabilities for transition from school to community life will also be emphasized.

**EDUC 5753 Differentiated Instruction for Special Education**
3 hours--Prereq.: Admission to graduate school. This course will examine Response To Intervention (RTI), using IEP assessment results to design curriculum, aligning curriculum with PASS skills, and strategies for modifying curriculum for students with mild/moderate disabilities in academic content areas (i.e., reading, math, language arts, and science). Specific emphasis will be on providing accommodations and modifications for students with mild/moderate disabilities.

**EDUC 5762 Practicum and Portfolio in Special Education**
2 hours--Prereq.: Graduate standing. This course will provide actual classroom experiences with students with mild/moderate disabilities. Students will attend seminars to reflect on the classroom experience, demonstrate effective practices and discuss relevant issues. The course may be repeated with students with severe/profound disabilities.

**EDUC 5773 Politics and Governance of American Education**
3 hours--Prereq.: Master's degree, principal certification or departmental approval. Advanced study of principles and practices of visionary leadership, theory and organizational change. Includes the study of the structure, organization, politics, power groups, and multiculturalism of public schools.

**EDUC 5783 Personnel Administration in Public Schools**
3 hours--Prereq.: Master's degree, principal certification or departmental approval. Study of basic principles and practices of personnel administration in public schools, current issues involving both certified and non-certified personnel.

**EDUC 5793 The Superintendency**
3 hours--Prereq.: Master's degree, principal certification or departmental approval. Principles of public school central office administration, with emphasis on the leadership role of the superintendent in improving school climate and culture.

**EDUC 5832 Practicum and Capstone in Public School Administration**
2 hours--Supervised authentic internship/practicum and capstone experiences in an approved public school administration environment under the supervision of a knowledgeable expert in educational leadership at the building level. Students will complete authentic, coherent, and sustained activities and hours aligned to current program standards.

**EDUC 5843 Advanced Classroom Management**
3 hours--Prereq.: Graduate Standing. This course will examine research based strategies used to improve the classroom learning environment.

■ Denotes a Liberal Arts course.

Models of Classroom Management related to student development will be examined as well. This course meets the state requirement for alternative and emergency certification candidates.

**EDUC 5853 Advanced Strategies for Effective Teaching**
3 hours--Prereq.: Graduate Standing. A variety of the aspects of educational pedagogy will be addressed including, the development of lesson plans, instructional objectives, and evaluation techniques. The creation of effective learning activities, engagement strategies, and various theories about teaching and learning will also be covered. This course meets the state requirements for alternative and emergency certification.

**EDUC 5933 Survey of Emerging Technologies**
3 hours--This course will explore the latest trends in technology that are now, or soon will be, impacting K-12 education. Students will examine the possibilities and challenges of the currently most prominent emerging technologies as applied to a variety of learning spaces.

**EDUC 5943 Educational Technology Leadership**
3 hours--This course prepares educational leaders to effectively plan, evaluate, and manage technology initiatives to support teaching, learning and operations in educational settings.

**EDUC 5961-2 (Subject named in title listing)**
1 to 2 hours--Prereq.: Departmental approval. Directed group study on a special topic, normally of short duration. Grading is usually "P" or "F".

**EDUC 5981-4 Seminar in Education (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**EDUC 5991-4 Individual Study in Education (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and departmental approval. Directed intensive study on definite problem or special subject based on approved outline or plan; conferences, oral and written reports.

**H/P/E 5343 Marriage, Family and Group Counseling**
3 hours--Prereq.: EDPSY 5433. Departmental approval. A survey of the major theories, methods and techniques used in the treatment of marital and family problems with particular emphasis on the legal and ethical issues in group, marriage and family counseling. Emphasis is also given to the special needs of multi-cultural groups and people with disabilities.

**H/P/E 5443 Advanced Group Counseling**
3 hours--Prereq.: EDPSY 5433 or HURES 5613. Major contributions to group counseling theories are studied. The role of group work as a developmental or preventive approach is emphasized. Multi-cultural concerns and the needs of people with disabilities are also stressed.

**LIBSC 3003 Foundations of Librarianship**
3 hours--Survey of the history and current trends in libraries and modern librarianship; philosophy and ethics of library and information sciences.

**LIBSC 4981-4 Seminar in Library Science (Subject named in title listing)**
1-4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**LIBSC 4991-4 Individual Study in Library Science (Subject named in title listing)**
1-4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

■ Denotes a Liberal Arts course.

**LIBSC 5113 School Library Administration I**
3 hours--Introduction to practical problems of school libraries addressed through leadership such as setting goals, advocacy, professional development, public relations, budgeting, creating and managing learning environments, equipment, and technology to improve the role of the school library program as well as student learning.

**LIBSC 5123 School Library Administration II**
3 hours--Prereq.: 5113 or departmental approval. Study of the administration of school libraries. Policy making; relations with faculty, students, parents, administrative staff, and community; management techniques.

**LIBSC 5133 Materials Selection**
3 hours--Principles and practice in selecting diverse print and non-print resources for all levels and abilities of learners in school libraries. Creation, evaluation and sharing of practices, policies and professional position statements (e.g., Library Bill of Rights) that guide selection, access, and services leading to a relevant collection of information resources, including those for leisure reading and research.

**LIBSC 5213 Cataloging and Classification**
3 hours--An introduction to principles and theories of cataloging and classification. Emphasizes catalog construction, application of AACR2, Dewey Decimal classification, and Sears List of Subject Headings: Introduction to automated catalogs.

**LIBSC 5233 Information Resources**
3 hours--Selection and evaluation of information resources to develop, curate, and organize a collection. Focus on the use of instructional strategies, information needs, and the development of information skills in the P-12 environment.

**LIBSC 5353 Literacy in the School Library**
3 hours--Prereq.: Graduate Standing. Principles of print, information, and media literacy will be addressed with an inclusion of motivational strategies, ethical use of information, and evaluation of sources to address National School Library Standards. Students will make use of research data and model strategies in using information to create instructional learning experiences for P-12 learners.

**LIBSC 5373 Media Production and Planning**
3 hours--Design and production of materials including video, multimedia production and web page design. Study of principles of visual design as it relates to production of materials. Library utilization of materials for individualized or small group instruction, training of volunteers and public relations.

**LIBSC 5383 The Library and the Special Student**
3 hours--Techniques of analyzing student body composition for special groups; rationale for focus on special groups; characteristics, needs, attitudes of and towards special groups. Library services, programs, and materials relevant to special students, including gifted and talented, minority, physically disabled, learning-disabled, and emotionally disturbed. Avoidance of stereotyping in library materials and bibliographic tools.

**LIBSC 5923 Young Adult Literature**
3 hours--Examination of current issues in young adult literature including the reading habits of teen readers, creation of engaging physical and virtual activities to motivate and encourage social interaction and reading for pleasure, and exposure to a wide variety (i.e., genres, formats) of young adult literature.

**LIBSC 5952 Practicum and Capstone in Library Media**

2 hours--Supervised practicum and capstone experience in an approved school library media learning environment. Students will complete prescribed activities and hours aligned to current program standards.

**LIBSC 5963 Library Technology**
3 hours--Impact of technology on library materials and processes. Planning, implementing, maintaining, and evaluating automated library systems. Use of automation, including cataloging networks and computerized information retrieval.

**LIBSC 5973 Curriculum and the School Library**
3 hours--Prereq.: EDLBS 5913, or LIBSC 5923, or departmental approval. The school librarian's role and responsibility in supporting teachers and guiding students by teaching, collaborating, and designing developmentally and culturally responsive resource-based learning experiences that integrate the National School Library Standards' shared foundations. Development of instruction that includes a variety of strategies in both physical and virtual learning environments that addresses multiple intellectual and physical abilities of learners.

**LIBSC 5981-4 Seminar in Library Science (Subject named in title listing)**
1-4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**LIBSC 5991-4 Individual Study in Library Science (Subject named in title listing)**
1-4 hours--Prereq.: Departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conference, oral and written reports.

**SCIED 3513 Science Methods and Materials for the Senior High School**
3 hours--Prereq.: Twenty hours science. Current philosophy, goals and methods of science teaching in the senior high school; familiarizing the student with recently developed programs in each of the science areas.

**SOSTU 4873 Methods in Secondary Social Studies**
3 hours--Prereq.: Twenty hours in history and EDUC 2012, 2211, 2631, or departmental approval. This course will focus on the development of citizenship skills, the acquisition of professional skills, development of materials, and the use of resources for secondary instruction in the social studies. Specific activities within the course will address local and global representative cultures for the purposes of effective citizenship engagement.

## Courses in Engineering

**ENGR 1111 Introduction to Engineering**
1 hour lecture/1 hour lab. Study skills, orientation and enrollment in engineering. Computer-based productivity tools. Engineering ethics and careers.

## Courses in English

**ENG 0123 Fundamentals of English ■**
3 hours--Using a holistic writing approach, students write paragraphs and essays, focusing on process, audience, sentence structure, organization, content, and fluency, in a variety of modes. Study of grammar, usage, and mechanics are determined by need. Does not count in lieu of English 1113 and 1213 and does not count for degree credit. Grading is "P" or "F".

**ENG 0211 Freshman Composition I Writing Lab**
Writing lab to serve as a co-requisite for Freshman Composition I for students who scored below the recommended ACT score for placement into Freshman Composition I. Course must be taken as a co-requisite with Freshman Composition I. Enrollment by approval only.

**ENG 1113 Freshman Composition I ■**
3 hours--Students write coherent, organized, and mechanically-proficient short essays, using a variety of rhetorical strategies, including basic concepts of persuasion, support, and documentation.

**ENG 1213 Freshman Composition II ■**
3 hours--Prereq.: 1113. Students apply skills developed in English 1113 with emphasis on longer essays, extensive source-based research, and argumentation. It is recommended students take this course the semester following ENG 1113.

**ENG 2243 Introduction to Creative Writing ■**
3 hours--An introduction to the process of creating original fiction, poetry, and other literary forms.

**ENG 2423 American Literature to 1865 ■**
3 hours--Extensive reading in American literature from beginnings to 1865.

**ENG 2433 American Literature Since 1865 ■**
3 hours--Extensive reading in American literature from 1865 to the present.

**ENG 2513 Introduction to Literary Study ■**
3 hours--Prereq.: 1213 or HNRS 2313. An introduction to the use of library resources and approaches to contemporary literary criticism.

**ENG 2643 British Literature to 1800 ■**
3 hours--A survey of British literature and British literary movements between 449 and 1800.

**ENG 2653 British Literature Since 1800 ■**
3 hours--A survey of British literature and British literary movements from 1800 to the present.

**ENG 2713 Publications Practicum-Originals ■**
3 hours--Prereq.: 1213 or HNRS 2313. Work on Originals, the campus literary and art magazine, sponsored by the Department of English and Languages, and on Write On, the department's publication of outstanding composition essays. Can be taken twice for credit, but only three hours count towards the major.

**ENG 2881-4 Special Studies in English (Subject named in title listing)**
1 to 4 hours--Directed group study on special subject or problem.

**ENG 3113 Advance Writing ■**
3 hours--Prereq.: 1213 or HNRS 2313. Practice in narrative, descriptive, and persuasive modes of discourse.

**ENG 3143 Introduction to Film ■**
3 hours--A broad survey of the genre, including its history, and a survey of related forms of nonprint media.

**ENG 3183 Technical and Professional Writing ■**
3 hours--Prereq.: 1213 or HNRS 2313. Study and practice of technical and professional writing in both in-house and published documents. Developing and collecting information and incorporating it into technical and professional papers, reports, proposals, memoranda.

**ENG 3193 Persuasive Writing and Logic ■**
3 hours--Prereq.: 1213 or HNRS 2313. Emphasizes principles of logic and persuasion in rhetorical analysis and argumentative writing for a

variety of audiences. Includes analysis and composition of print and non-print texts.

**ENG 3213 Shakespeare ■**
3 hours--Origin and development of the drama, life and times of Shakespeare, the Shakespearean theatre, reading of selected plays.

**ENG 3343 Composing Theories and Practice ■**
3 hours--Prereq.: 1213 or HRNS 2313. In-depth study of various theories and research regarding the process writers follow as they compose. Relates composing process models to classroom practice.

**ENG 3363 Critical Approaches ■**
3 hours--Prereq.: 2513 and 3913 or 3923 or 2423 or 2433 or 2643 or 2653. Explores various methodologies in literary criticism.

**ENG 3373 Creative Writing: Genre (Subject named in title listing) ■**
3 hours--Original composition specializing in poetry, fiction, or other genres of creative writing. May be repeated for credit.

**ENG 3733 Teaching of Literature in Secondary School**
3 hours--Explores literacy issues and practices and assesses print, nonprint, and cultural resources for secondary language arts. Analyzes principles of literature selection, critical study, and instruction of young adult literature.

**ENG 3913 World Literature to 1700 ■**
3 hours--A study of world literature from antiquity through the 17th Century.

**ENG 3923 World Literature Since 1700 ■**
3 hours--A study of world literature from 1700 to the present.

**ENG 4013 Grammar and Linguistics ■**
3 hours--Examines grammar, syntax and semantics; language acquisition, development, functions, and variance; emphasis on the theories of grammar, history and development of modern English, and linguistics.

**ENG 4523 American Literature (Subject named in title listing) ■**
3 hours--Prereq.: Junior standing or departmental approval. Focuses study on a particular aspect of American literature. Content varies in different semesters. May be repeated for credit.

**ENG 4543 British Literature (Subject named in title listing) ■**
3 hours--Prereq.: Junior standing or departmental approval. Focuses study on a particular aspect of British literature. Content varies in different semesters. May be repeated for credit.

**ENG 4553 World Literature (Subject named in title listing) ■**
3 hours--Prereq.: Junior standing or departmental approval. Focuses study on a particular aspect of World literature. Content varies in different semesters. May be repeated for credit.

**ENG 4613 Literary Genre (Subject named in title listing) ■**
3 hours--Prereq.: Junior standing or departmental approval. Focuses study on a particular literary genre. Content varies in different semesters. May be repeated for credit.

**ENG 4641-4 Internship (Subject named in title listing) ■**
1-3 hours--Prereq.: Departmental approval. Professional experience under supervision of a faculty member and a professional in the field. Work may be done in professional writing, library services, digital humanities, or other approved work related to the discipline of English.

■ Denotes a Liberal Arts course.

**ENG 4723 Teaching of Grammar and Composition in Secondary School**
3 hours--Studies the origins, structure and processes of grammar with an emphasis on the teaching of linguistic grammar in a writing based context, methods and strategies for teaching writing processes for a variety of modalities and purposes that include collaborative approaches and contemporary technologies; and research based assessment of secondary student writing.

**ENG 4813 Special Topics in Literature (Subject named in title listing) ■**
3 hours--Prereq.: Junior standing or departmental approval. An advanced study of selected aspects of literature. Content varies in different semesters. May be repeated for credit.

**ENG 4823 Special Topics in Language Arts (Subject named in title listing) ■**
3 hours--Prereq.: Junior standing or departmental approval. An advanced study of selected aspects of the English language. Content varies in different semesters. May be repeated for credit.

**ENG 4883 Publications and Portfolio Capstone ■**
3 hours--Prereq.: Senior standing or departmental approval. A capstone course required for all ENG majors. A critical study of the roles that language and literature play with emphasis on professionalism, publication, and presentations. Focuses on academic research and writing, encourages publication, and requires a comprehensive portfolio.

**ENG 4981-4 Seminar in English (Subject named in title listing)**
1 to 4 hours--Prereq.: Junior standing or departmental approval. Directed group study on special subject or problem.

**ENG 4991-4 Individual Study in English (Subject named in title listing)**
1 to 4 hours--Prereq.: Junior standing or departmental approval. Directed study on special subject or problem. Open only to selected undergraduates.

**ENG 5981-4 Seminar in English (Subject named in title listing)**
1 to 4 hours--Prereq.: 2513 and departmental approval. Directed intensive study on selected problem or special topic.

**ENG 5991-4 Individual Study in English (Subject named in title listing)**
1 to 4 hours--Prereq.: 2513, graduate standing, twelve hours English, and departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Entrepreneurship

(See Courses in Business Administration)

## Courses in Environmental Health Science

**EHS 1114 Introduction to Environmental Health Science**
4 hours--Study of the interactions between humans and their environment and the administrative and physical measures used to protect human health and the natural environment. Emphasis given to environmental and public health topics of current concern.

**EHS 2223 Watershed Management ■**
3 hours--A basic introduction to watershed management. The course covers the most important watershed management topics about which watershed managers, local officials, involved citizens, decision makers,

natural resources managers and others should have at least an introductory level of knowledge. The course is an expanded version of the US EPA's Watershed Academy and students who successfully complete the course will receive certification.

**EHS 2313 Solid and Hazardous Waste Management**
3 hours--A comprehensive study of the solid waste problem with emphasis on RCRA and hazardous waste management.

**EHS 2413 Radiologic Health**
3 hours--An introduction in radiological health including sources of radiation, types of radiation, detection and control measures, and personnel protection from radiation sources.

**EHS 2613 Industrial Hygiene**
3 hours--Prereq.: MATH 1513. An introduction to the Occupational Health and Safety Act of 1970. The course includes the recognition, evaluation, and control of health and safety hazards in the work environment.

**EHS 2713 Environmental Economics ■**
3 hours--A study of the basic principles of economics, and their implications and applications to environmental policy, regulation and environmental health science.

**EHS 2881-4 Special Studies in Environmental Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**EHS 3114 Epidemiology ■**
4 hours--Prereq.: MATH 1513. A study of the etiology and characteristics of the principal diseases of man and the control of infected individuals and environments. Methods of presenting and interpreting epidemicity and endemicity are presented. Laboratory and field experiences are provided.

**EHS 3153 Environmental and Public Health Administration**
3 hours--The structure and operation of environmental and public health administrative agencies. The legal and financial basis of regulatory programs and management practices utilized to protect individuals, communities and the natural environment.

**EHS 3543 Water Resources ■**
3 hours--Prereq.: 1114 and prereq. or coreq.: CHEM 1214 A comprehensive study of water resources with special emphasis on protection of water quality and remediation of contaminated water resources.

**EHS 3553 Water Quality and Treatment**
3 hours--Prereq.: CHEM 1114. A comprehensive study of the properties, distribution and utilization of water in natural and man-made systems; conventional water and wastewater treatment practices are presented.

**EHS 3603 Air Quality**
3 hours--Prereq.: CHEM 1114. The fundamentals of air pollution phenomena, effects, and applicable control measures.

**EHS 3703 Biostatistics**
3 hours--Prereq.: MATH 1513. A study of statistical methods commonly used in environmental and life science. Topics include descriptive and inferential statistics and other related calculations.

**EHS 3803 Environmental Toxicology**
3 hours--Prereq.: CHEM 1114. A study of the poisonous or toxic properties of substances and the regulations and management practices for these chemicals.

**EHS 4013 Native American Environmental and Health Issues**
3 hours--Prereq.: 1114. A study of the range of environmental and health issues impacting Native Americans past and present. Included in the study is a history of these issues from first contact, the reservation period, creation of the Indian Health Service to self-governance.

**EHS 4113 Institutional Environmental Health**
3 hours--Prereq.: 1114, 3553, 3603, BIOL 2344. Recognition, evaluation, and control measures of variables affecting the environmental health aspects of work habits, schools, camps, hospitals, nursing homes, day care centers, and other public facilities are presented.

**EHS 4143 Food Hygiene and Consumer Protection**
3 hours--Prereq.: 1114, BIOL 2344, CHEM 1114. A study of the health effects of food and milkborne diseases, including a discussion of food and milk as vehicles of infection, essentials of milk and food quality, and standards for food service equipment.

**EHS 4203 Community Health**
3 hours--Prereq.: 1114, 2313, 3553, 3603, BIOL 2344, CHEM 1214. A study of community health's history, progression, and promotion of preventive methods. Current issues in environmental/community health are reviewed. Topics include food and milk protection; health program aspects of air, water, and solid waste; measures for the abatement and control of disease vectors; code enforcement for septic systems, swimming pools, and private water wells; injury prevention; public/community/occupational health risk assessments.

**EHS 4503 Chronic Disease and Global Health**
3 hours--Prereq.: 1114 and 3114. A study of the chronic diseases facing the United States such as heart disease, diabetes, and cancer. Health issues of a global nature such as chronic diseases, infectious diseases, and mental health are reviewed.

**EHS 4553 Environmental and Organic Chemistry ■**
3 hours--Prereq.: CHEM 1114 and 1214. Introduction to the chemistry of the natural environment and fate, transport and significance of organic and inorganic chemical contaminants.

**EHS 4703 Environmental and Risk Assessment**
3 hours--Prereq.: 1114, 2313, 3553, 3603, or departmental approval. A study of the factors required for the preparation and evaluation of an environmental assessment; also an introduction to risk assessment and management, including accident prevention.

**EHS 4802 Environmental Health Laboratory**
2 hours--Prereq.: 1114, 3553, 3603, CHEM 1114. A study of modern equipment used in the assessment of Environmental Quality. Topics include calibration and sampling methods used in measurements of air, water, and soil contaminants.

**EHS 4943 Field Experience in Environmental/Public Health**
3 hours--Each student is required to complete at least one 3 semester hour field training within a one semester time period consisting of a minimum of 180 hours of employment or volunteer service in an approved setting. The course may be repeated once for the purpose of receiving 6 total semester credit hours either during separate portions of the same semester or during a different semester.

**EHS 4981-4 Seminar in Environmental Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

■ Denotes a Liberal Arts course.

**EHS 4991-4 Individual Study in Environmental Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**EHS 5981-4 Seminar in Environmental Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**EHS 5991-4 Individual Study in Environmental Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours environmental health science. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Human Development, Hospitality and Food Science

**HHFS 1113 Apparel Design and Construction**
3 hours--This course is designed to teach the beginning sewist/sewer how to construct clothing. One of the goals is to provide the student with the understanding of good vs. bad construction principles, which translate to the buying, and selling of wholesale/retail textiles. This class allows the student to develop their fiber artist eye in the production of garments. One hour lecture and four hours lab weekly.

**HHFS 1213 Fibers, Yarns and Textiles in an Emerging Economy**
3 hours--Ever wondered what is really in the clothing you wear, the sheets you sleep on or your car seat? This class is an inclusive look at how fibers, yarns and fabrics play a vital role in our emerging economy. Explore various fibers, end uses, eco-friendly manufacturing, and fair trade.

**HHFS 1513 Basic Nutrition ■**
3 hours--Principles of nutrition, applied to personal food choice and health.

**HHFS 1523 Careers/Foundations in Human Development, Hospitality & Food Science**
3 hours--Professional orientation and opportunities in various Human Development, Hospitality and Food Science career fields. Emphasis on academic preparation, credentialing, and networking within Career and Technical Education, Hospitality, Dietetics, Cooperative Extension, and more.

**HHFS 2193 Retail Merchandising**
3 hours--Learn about professional sales through case studies, current trends, and techniques of solving retail merchandising problems.

**HHFS 2463 Human Development I: Lifespan Human Development**
3 hours--Lifespan Human Development. Study of human development from a life span perspective using Ecological Systems and other theories.

**HHFS 2881-4 Special Study in Human Development, Hospitality and Food Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study a on special subject or problem.

**HHFS 3013 Consumerism ■**
3 hours--An analysis of market segmentation, target marketing, technologies, and consumer satisfaction. Emphasis on the consumer role concerning political, social, and cultural implications.

**HHFS 3114 Food Science: Service, Safety & Sanitation**
4 hours--Chemical, physical, sensory, and nutritional properties of food related to processes used in food preparation. Coursework prepares students for national ServSafe Manager certification. This course includes a foods lab.

**HHFS 3133 Foundations of Interior Design**
3 hours--Introduction to the interior design profession and practice including socially and environmentally responsible design ideology. Design styles range from antiquities to contemporary to meet the growing needs in interiors through restaurants, event centers, trade shows, retail stores, as well as commercial and residential real estate.

**HHFS 3223 Meeting & Event Management ■**
3 hours--Overview of various event management industries. Techniques, procedures and technologies required for producing successful and sustainable global events. Students will demonstrate skills and processes through case studies and experiential learning modalities.

**HHFS 3233 Introduction to the Hospitality Industry ■**
3 hours--The hospitality industry is one of the world's largest industries. This course covers its growth and progress. Topics include tourism, lodging, resorts, gaming, restaurants, foodservice and clubs.

**HHFS 3313 Merchandise Buying**
3 hours--Analysis of markets and merchandising. A quantitative procedure for planning and analyzing sales, profit and inventory. Field experience required.

**HHFS 3413 Aesthetic Design & Analysis in Visual Marketing**
3 hours--This course is an in-depth look at the effects colors play in a company or individual's success in the businesses work. Learn what it takes to get the customers or target market to pay attention to images that are presented to them in order to enhance profits.

**HHFS 3514 Food Production Management**
4 hours--Principles of food production. Students will apply skills in procurement, quantity and quality production. Hazard Analysis Critical Control Point (HACCP) systems, and work simplications. Coursework prepares students for national ServSafe certification. This course also includes a foods lab.

**HHFS 3623 Event Promotion**
3 hours--Prereq.: 3223. Production and evaluation of event planning and promotion.

**HHFS 3733 Hospitality Management ■**
3 hours--Explore management in the environment of the hospitality industry. Learn how to plan staffing, examine laws, train employees, and to maintain a positive environment.

**HHFS 3813 Internship**
3 hours--Prereq.: Junior standing and departmental approval. Directed practical experiences in an approved work situation related to the industry of choice.

**HHFS 3912 Life Span Nutrition**
2 hours--Investigate how nutrition requirements change throughout the human lifecycle and how changing nutritional intake impacts human health.

**HHFS 4113 Advanced Clothing Design, Fit & Tailoring**
3 hours--This class links wholesale, retail, small, and large scale

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company sewing and design. Students receive a hands-on approach to better understand how to manufacture, purchase and market clothing or any product that is produced out of fabric.

**HHFS 4213 Human Development II: Prenatal to Emerging Adulthood ■**
3 hours--Prereq.: 2463 or PSYCH 1113. Topics in Human Development: Prenatal to Emerging Adulthood. Major theories and research on development and ecological influences. Examination of change in physical, cognitive/language, socio-emotional development in children under age 9. Emphasis on the search for identify, sexuality, vocation choice and interpersonal relations in adolescents.

**HHFS 4313 Issues in Housing ■**
3 hours--Analysis of housing issues such as socio-economic levels, design styles, family structures, cultural influences, and environmental sustainability. Students create solutions to modern housing problems.

**HHFS 4443 Human Development III: Adult Spectrum ■**
3 hours--Prereq.: 2463 or PSYCH 1113. Relationship Development in the Adult Spectrum. Theory and research on the formation and development of interpersonal relationships in dating, friendship, and the workplace. Applying family theories of diverse family systems across the middle and later years in life.

**HHFS 4523 Strategies in Resource & Personnel Leadership ■**
3 hours--A study of strategic and operational planning, problem solving, and decision making, leadership and motivation in the workplace, use of resources, and various best practices of successful management. Key topics include management concepts, diversity, ethics, technology, and globalization.

**HHFS 4981-4 Seminar in Human Development, Hospitality and Food Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subjects or problems.

**HHFS 4991-4 Individual Study in Human Development, Hospitality and Food Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**HHFS 5981-4 Seminar in Human Development, Hospitality, and Food Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**HHFS 5991-4 Individual Study in Human Development, Hospitality, and Food Science (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Finance

(See Courses in Business Administration)

## Courses in French

**FREN 1113 Elementary French I ■**
3 hours--Pronunciation, elements of grammar, easy reading, conversation.

**FREN 1223 Elementary French II ■**
3 hours--Prereq.: 1113 or equivalent in high school. Continuation of 1113, fundamentals of grammar, translations of increased difficulty.

**FREN 2113 Intermediate French I ■**
3 hours--Prereq.: 1223. French composition, review of grammar, reading.

**FREN 2223 Intermediate French II ■**
3 hours--Prereq.: 2113. French reading; adapted novels or short stories.

**FREN 4981-4 Seminar in French (Subject name in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

## Courses in Geography

**GEOG 1113 Elements of Human Geography ■**
3 hours--The major organizing concepts of social, economic, population, and cultural geography. People's geographic behavior in terms of their spatial organization of the earth's surface and their development of regional and political systems.

**GEOG 1214 Earth Science ■**
4 hours--Surface features of the earth; landforms, waters, rocks, minerals, weather, climate, and soils; laboratory and field study included.

**GEOG 2513 World Regional Geography ■**
3 hours--The world's major cultural regions, with emphasis on geographic aspects of contemporary economic, social and political relationships with the physical environment.

**GEOG 2881-4 Special Studies in Geography (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**GEOG 3213 Conservation of Natural Resources ■**
3 hours--Prereq.: 1113, 1214. A study of current problems in conservation of natural resources with an emphasis on solutions. Topics include population, deforestation, water issues, and climatic change.

**GEOG 3223 Geography of Oklahoma ■**
3 hours--A study of the physical regions, culture, population, distribution, economic development, and recreational resources of Oklahoma.

**GEOG 3323 Economic Geography ■**
3 hours--Processes significant to the spatial structure of economic systems. Economic activities such as production, consumption and site selection are examined from locational, distributional, and spatial interaction perspectives. Computer lab component consists of the use of business geographics software applications.

**GEOG 3413 Weather and Climate ■**
3 hours--The elements of weather and climate with daily meteorological observations; weather regions and origins. Weather conditions as they affect man, animal life and vegetation. Climatic regions.

**GEOG 3613-5 Field Studies in Regional Geography**
3 to 5 hours--Intensive study of the geographic features of a region or regions through direct observations and travel using appropriate field study methods. This course is offered in the summer for undergraduate students.

**GEOG 4981-4 Seminar in Geography (Subject named in title listing)**

1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**GEOG 4991-4 Individual Study in Geography (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**GEOG 5613-5 Geographic Field Studies of Regions**
3 to 5 hours--Geographic and historic studies of regions, including both physical and cultural features, through directed educational travel, with emphasis on observation and interpretation.

**GEOG 5981-4 Seminar in Geography (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**GEOG 5991-4 Individual Study in Geography (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and sixteen hours social studies including eight hours geography. Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**GECAR 3233 Geospatial Research Design and Analysis ■**
3 hours--Prereq.: CARTO 2253 and a statistics course. Basic techniques and methods of investigation and presentation of data related to spatial research.

**GECAR 4653 Senior Capstone Projects**
3 hours--Prereq.: 3233 and senior standing. This course requires students to develop, implement and present the results of a substantive individualized project in cartography, GIS, remote sensing and/or geography.

**GESOC 4413 Demography ■**
3 hours--Prereq.: GEOG 1113 or SOC 1113. Study of the social processes related to differentials in fertility, mortality, and selective population movements.

**GESOC 4853 Comparative Cultures ■**
3 hours--Prereq.: One course each in Sociology and Geography. A comparison of the cultures, social organizations, behavior patterns, and geographical environments of selected societies. In this course the reciprocal relationship between man and his or her natural environment is stressed.

**SOSTU 4873 Methods in Secondary Social Studies**
3 hours--Prereq.: Twenty hours in history and EDUC 2012, 2211, 3001, 4632, EDPSY 3513 or departmental approval. This course will focus on the acquisition of professional skills, development of materials, and use of resources for secondary instruction in the social studies.

## Courses in Geology

**GEOL 1114 Introduction to Geology ■**
4 hours--Introduction to the fundamental concepts of geology including their application to groundwater, hydrogeology, land forms, mineral and fossil fuel exploration.

## Courses in German

**GER 1113 Elementary German I ■**
3 hours--Pronunciation, elements of grammar, easy reading, conversation.

■ Denotes a Liberal Arts course.

**GER 1223 Elementary German II ■**
3 hours--Prereq.: 1113. Continuation of course 1113, fundamentals of grammar, reading of increased difficulty.

**GER 4981-4 Seminar in German (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

## Courses in History

**HIST 1113 Early Western Civilization ■**
3 hours--A multicultural perspective on the study of humankind from prehistoric times to the 1600's. Included are the social and political contributions of Greece and Rome, along with their contributions in science, literature, and philosophy; the Eastern Roman and Islamic worlds; feudalism and medieval thought; ancient religions; the medieval church; the rise of representative governments and modern nation-states; the artistic and literary achievements of the Renaissance, and the Reformation.

**HIST 1123 Modern Western Civilization ■**
3 hours--A study of European and world civilization 1660 to the present, including the development of individual nations, principal international conflicts, and cultural movements. This course surveys the Scientific Revolution; the literature and philosophy of the Enlightenment; literature, music, and art in the Classical and Romantic Periods; the manner in which people lived; the French Revolution, the Industrial Revolution, Socialism, Marxism, and the rise of democracy.

**HIST 2003 Introduction to Historic Preservation**
3 hours--Prereq.: This course is an introduction to the preservation of the built environment. Students will examine the history and philosophy of historic preservation in the United States and learn how it is practiced today.

**HIST 2213 Oklahoma History ■**
3 hours--An introductory over-view of Oklahoma history from pre-history to the present.

**HIST 2483 United States History Survey to 1877 ■**
3 hours--An introductory over-view of United States history from beginnings through Reconstruction following the Civil War.

**HIST 2493 United States History Survey Since 1877 ■**
3 hours--An introductory over-view of United States history from Reconstruction to the present.

**HIST 2513 Survey of African American History ■**
3 hours--Students will gain an understanding of African American history from slavery to the present. The first half of the course will focus on the origins and growth of slavery in the United States. The second half will discuss the adaptation of African Americans to freedom.

**HIST 2613 Explorations in World History and Culture ■**
3 hours--This course covers a high point in the civilization of Africa, the Near East, the Far East, Europe and the Americas. Through readings, film, lecture and discussion students will come to appreciate the remarkable achievements of humankind.

**HIST 2881-4 Special Studies in History (Subject named in title listing)**
1 to 4 hours--Directed group study on special subject or problem.

**HIST 3003 Renaissance ■**

3 hours--A history of the classical revival, the rise of humanism, and the artistic motivations of Europe.

**HIST 3013 Reformation ■**
3 hours--A history of the causes, consequences, and responses to the Reformation.

**HIST 3023 Age of Kings ■**
3 hours--A history of the political, social, economic, and cultural transformation of Europe during the seventeenth and eighteenth centuries.

**HIST 3033 World War II ■**
3 hours--A history of the people, events, and forces that brought upon one of the most important events and destructive war in human history. This course primarily focuses on the major participants of the war, highlighting their diplomatic, economic, social, and military policies and practices that not only decided the war's outcome but set in motion profound consequences for the transformed post-war world. This will give students a better understanding of how the Second World War determined much of the contemporary world.

**HIST 3043 The Cold War ■**
3 hours--A history of the major themes and personalities in the era known as the Cold War. It is to familiarize you with the persons, policies, and events, which marked the nearly half-century following World War II when the world's only two superpowers, the U. S. and the Soviet Union, vied for global influence and hegemony. How could war-time allies, who vanquished Nazi Germany for the world, become mortal enemies, taking the world to the brink of destruction? What profound consequences were unleased through this global struggle of ideological enemies? Does the Cold War still have relevance in a contemporary world?

**HIST 3113 Contemporary American History ■**
3 hours--A study of contemporary issues of the United States, including their immediate historical background; problems drawn from the political, economic, social, and intellectual experience of America since 1945.

**HIST 3313 Ancient Greece ■**
3 hours--Detailed study of the social, political, and intellectual life of the Greeks; influences of Greek philosophy and culture upon modern civilization.

**HIST 3333 Vistas in World History ■**
3 hours--The class will offer a sweeping overview of human history, exploring developments that have affected societies on a global scale such as the rise of agriculture, the emergence of universal religions, the expansion of empires and colonialism, the formation of the modern nation state, the evolution of capitalism and globalization. Students will achieve familiarity with the basic historical narrative of major world civilizations and regions including the "Western World," Latin America, Russia, the Islamic World, Sub-Saharan Africa, India, China, Japan and Oceania. The goal will be to achieve mastery of the essentials of world history and lay a foundation for further exploration of specific topics.

**HIST 3343 Vistas in U.S. History ■**
3 hours--The class will offer a sweeping overview of United States history, exploring major developments that have affected society on a national scale. Students will acquire a familiarity with the basic narrative of major political, social, economic, and military events in United States history. The goal will be to achieve a mastery of the essentials of United States history and build a foundation for further exploration of specific topics.

**HIST 3453 The Middle Ages ■**
3 hours--Institutions and ideals in the middle ages; feudalism, feudal monarchy, Holy Roman Empire, papacy, monasteries, towns, guilds, and universities. The classical revival, the rise of humanism, and the artistic innovations of Renaissance Europe will be emphasized.

**HIST 3613 Europe, 1815-1914 ■**
3 hours--Course covers the period after Napoleon, during which successive revolutions erupted against the Old Regime, the Industrial Revolution brought on great changes, modern Italy and Germany were formed, and nationalism, militarism, and imperial rivalries moved Europe toward World War I. (Note--students who have already taken and received credit for either History 3613 formerly Europe, 1815-1870, or History 3913, formerly Europe, 1870-1919, may not take this course for credit.)

**HIST 3883 Writing in History (Subject named in title listing) ■**
3 hours--Prereq.: Department Approval. A research and writing seminar on various topics in United States, European and World History. It will be credited to one of those fields on the history major.

**HIST 3923 World History, 1914-1939 ■**
3 hours--A study of the principal European and Asiatic nations, and the international relations of these countries with each other and the U.S.; the rise and aims of the totalitarian states, particularly Hitler's Germany and Soviet Russia; conflicts between the democratic, fascist and communist states which serve as the background for World War II. (Note--students who have already taken and received credit for History 4113, formerly World History since 1919, may not take this course for credit.)

**HIST 4003 History of Japan ■**
3 hours--An exploration of topics in Japanese history from prehistory to the present.

**HIST 4013 Holocaust ■**
3 hours--A history of the how and why of the Holocaust. It includes an examination of why a modern, Westernized country such as Germany would perpetuate such an act of barbarity? Other question to be answered are Was the Holocaust a planned attempt to destroy the Jewish people, or rather one borne from opportunity? Did the world know about the Holocaust, and if so, why did they not do anything to stop it.

**HIST 4023 Spain and the Indians ■**
3 hours--Course examines the relationship between the Spanish colonial venture in the Americas and native peoples.

**HIST 4033 History of the Incas ■**
3 hours--An overview of the Incan history, from the founding of the Incan state, through its collapse in the 1530's. Course will also include an examination of the persistence of Incan traditions during the Spanish colonial period.

**HIST 4043 History of the Aztecs ■**
3 hours--A survey of Aztec history from prehistory until the Spanish conquest. Course will also include an examination of the persistence of Aztec traditions during the Spanish colonial period.

**HIST 4053 Southern Plains Indians ■**
3 hours--A history of the major indigenous peoples in the Southern Plains, primarily Oklahoma, Arkansas, Louisiana, and Texas and the relations not only with one another but European and American migrants. Focusing on their culture and society, one will get an understanding how these people adapted to a changing world of outsiders, disease, technologies, and ideologies that threatened their very existence.

**HIST 4063 Indian Wars and Warfare ■**
3 hours--Chronicles the westward colonization of the continental United States through the confrontation between European colonizers and indig-

enous peoples from the early 17th century to 19th century. Focusing of indigenous warfare and how it evolved with contact from European and later Americans, this course highlights the major conflicts that occurred when drastically different cultures met. In the 20th century, the course highlights the martial contributions to the United States military by Indian peoples both World Wars, Korea, and Vietnam.

**HIST 4073 American Revolution ■**
3 hours--An in-depth, interpretive study of the American Revolution from the French and Indian War through the American War for Independence. Coverage will include causes of the Revolution, the military campaigns, and interpretations of the era.

**HIST 4083 Ancient Egypt ■**
3 hours--An examination of Egyptian history and culture including prehistory, the Old Kingdom, Middle Kingdom, and New Kingdom.

**HIST 4093 Modern Middle East ■**
3 hours--An overview of the history of the Middle East from the last century of the Ottoman Empire through the present.

**HIST 4113 World History, 1939 to the Present ■**
3 hours--A study of World War II and world developments since World War II. Special emphasis is placed on the reconstruction of Europe, the spreading communist empire, the emergence of the Third World and special problems facing the super powers. (Note--students who have already taken and received credit for History 4113, formerly World History since 1919, may not take this course for credit.)

**HIST 4233 History and Historians ■**
3 hours--This course deals with definitions, reasons, and methods for historical study, historiography; philosophy of history; and, the historical profession.

**HIST 4353 The American West ■**
3 hours--An examination of the political, social, cultural, economic, and environmental forces that shaped, and continue to shape, the American West.

**HIST 4533 The United States, 1783-1828 ■**
3 hours--An in-depth, interpretive study of American history from the Revolution to the election of Andrew Jackson.

**HIST 4553 United States 1828-1860 ■**
3 hours--An in-depth, interpretive study of American history from the election of Andrew Jackson to the eve of the Civil War.

**HIST 4713 Civil War and Reconstruction in the United States ■**
3 hours--Causes of the Civil War, the military campaigns, and Reconstruction, 1860-1877.

**HIST 4733 The United States 1877-1919 ■**
3 hours--Industrial growth and social change in the United States, acquisition of the nation's empire, and the U.S. in World War I.

**HIST 4753 The United States 1919-1945 ■**
3 hours--Emphasis on political and social developments from the end of World War I through World War II.

**HIST 4981-4 Seminar in History (Subject named in title listing)**
1 to 4 hours--Directed group study on special subject or problem.

**HIST 4991-4 Individual Study in History (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**HIST 5981-4 Seminar in History (Subject named in title listing)**
1 to 4 hours-- Directed intensive study on selected problem or special topic.

**HIST 5991-4 Individual Study in History (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours history, except with departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**SOSTU 4873 Methods in Secondary Social Studies**
3 hours--Prereq.: Twenty hours in history and EDUC 2012, 2211, 3001, 4632, EDPSY 3513 or departmental approval. This course will focus on the acquisition of professional skills, development of materials, and use of resources for secondary instruction in the social studies.

## Courses in Interdisciplinary Studies

**IDS 3113 Interdisciplinary Studies ■**
3 hours--An introduction to the theory and practice of interdisciplinary study and adult learning theory, with emphasis on the student's academic and career goals.

**IDS 3123 Professional Field Experience I ■**
3 hours--Prereq.: 3113 or departmental approval. This course is an introduction to the student's academic and/or career goal area and will provide the student with a practical learning experience. The course may include an internship or practicum, or an independent learning project which encompasses work projects or learning outside the student's current work assignment.

**IDS 4123 Professional Field Experience II ■**
3 hours--Prereq.: 3123 or departmental approval. Advanced study in the student's academic and/or career goal area providing the student with a practical learning experience. This course may include an internship or practicum, or an independent learning project that encompasses work projects or learning outside the student's current work assignment.

**IDS 4723 Senior Project ■**
3 hours--Prereq.: 4123 or departmental approval. The capstone course for the Interdisciplinary Studies program. The student will complete an interdisciplinary project integrating their coursework and professional field experience with their professional and/or occupational interests.

## Courses in Honors

**HNRS 1111 Honors Freshman Colloquium**
1 hour--Prereq.: Admission to the Honors Program. Students newly admitted to the ECU Honors Program are oriented to campus life, opportunities for study and skill development; presented with fundamentals of critical thinking and research skills and are encouraged to explore our western cultural traditions of liberal arts education. Students may participate in group discussions and presentations.

**HNRS 1213 Enduring Questions: Perspectives from the Humanities ■**
3 hours--Prereq.: Admission to the Honors Program. This course is a freshman-level seminar for honors students. It is the first in a four-course sequence, unified in content around significant enduring questions central to the liberal arts. Some options include: What does it mean

■ Denotes a Liberal Arts course.

to be human? What is justice? What is goodness? How can we live responsibly on the planet? A true interdisciplinary approach focusing on at least two disciplines and emphasizing primary source material drawn from the humanities will inform the course structure. Students will examine works from disciplines including philosophy, literature, history, theology, and the visual arts, and ranging from the Ancient period to the present day. At least twenty-five percent of the course will engage literary texts. The course will develop students' analytic and expressive abilities as well as enhance their cultural awareness. The course fulfills the university's general education requirements for Humanities-Western Civilization (G1) courses.

**HNRS 1313 Enduring Questions: Global Perspectives ■**
3 hours--Prereq.: Admission to the Honors Program; 1213 or Honors Director approval. This course is a freshman-level seminar for honors students. It is the second in a four-course sequence, unified in content around significant enduring questions central to the liberal arts. Some options include: What does it mean to be human? What is justice? What is goodness? How can we live responsibly on the planet? A true interdisciplinary approach focusing on at least two disciplines and emphasizing primary source material drawn from the global humanities will inform the course structure. Students will examine works from disciplines including philosophy, literature, history, theology, and the visual arts, ranging from the Ancient period to the present day. At least twenty-five percent of the course will engage literary texts. The course will develop students' analytic and expressive abilities as well as enhance their cultural awareness. The course fulfills the university's general education requirements for Humanities-Non-Western Civilization (G2) courses.

**HNRS 2213 Enduring Questions: Perspectives from Science ■**
3 hours--Prereq.: Admission to the Honors Program; 1213, 1313 or Honors Director approval. This course is a sophomore-level seminar for honors students. It is the third in a four-course sequence, unified in content around significant enduring questions central to the liberal arts. Some options include: What does it mean to be human? What is Justice? What is Goodness? How can we live responsibly on the planet? A true interdisciplinary approach focusing on at least two disciplines and emphasizing primary source material drawn from the sciences will inform the course structure. Attention will be paid to how the primary sources address the fundamental question. The course will develop student's analytic and expressive abilities as well as enhancing their cultural awareness. The course fulfills the university's general education requirements for G4 courses.

**HNRS 2313 Enduring Questions: Perspectives from Rhetoric and Research ■**
3 hours--Prereq.: Admission to the Honors Program; 1213, 1313, 2213 or Honors Director approval; ENG 1113. This course is a sophomore-level seminar for honors students. It is the fourth in a four-course sequence, unified in content around significant enduring questions central to the liberal arts. Some options include: What does it mean to be human? What is Justice? What is Goodness? How can we live responsibly on the planet? A true interdisciplinary approach focusing on at least two disciplines, emphasizing rhetoric and research, will inform the course structure. Attention will be paid to how the primary sources address the fundamental question. The course will develop student's analytic and expressive abilities and students will craft a researched, written document illustrating their cohesive understanding of the entire four-course sequence. The course fulfills the university's general education requirements for English Composition II.

**HNRS 2881-4 Special Studies in Honors (Subject named in title listing) ■**
1 to 4 hours--Prereq.: Admission to the Honors Program and Program Director approval. Directed group study on special subject or problem.

**HNRS 4981-4 Seminar in Honors (Subject named in title listing) ■**
1 to 4 hours--Prereq.: Admission to the Honors Program and Program Director approval. Directed group study on special subject or problem.

**HNRS 4991-4 Individual Study in Honors (Subject named in title listing)**
1 to 4 hours--Prereq.: Admission to the Honors Program and Program Director approval. Directed study on special subject or problem.

## Courses in Human Resources

**ASLHR 2613 American Sign Language I ■**
3 hours--Course consists of principles, methods, and techniques of communicating manually with the deaf. Emphasis will be on developing manual communication skills and a basic vocabulary in American Sign Language and an understanding of basic grammatical principles of American Sign Language. Also included will be a brief orientation to the various systems of Signed English.

**ASLHR 3063 American Sign Language II ■**
3 hours--Prereq.: 2613. Course provides continued development of American Sign Language vocabulary and ASL grammar. Emphasis will be on developing expressive and receptive signing skills in ASL.

**ASLHR 3163 Fingerspelling and Conversational American Sign Language ■**
3 hours--Prereq.: Departmental approval. A course designed to develop expressive and receptive fingerspelling skills, as well as developing the students' understanding and use of conversational ASL.

**ASLHR 4703 American Sign Language III ■**
3 hours--Prereq.: 3063. An in-depth study of American Sign Language grammar, syntax, idioms, and colloquialisms. Includes body language, mime, and other forms of non-verbal communication.

**ASLHR 4733 American Sign Language IV ■**
3 hours--Prereq.: 4703. A continued study of American Sign Language with emphasis on increasing sign language skills. Also included will be the principles of artistic interpreting.

**HRPSY 3253 Psychology of Aging ■**
3 hours--Prereq.: PSYCH 1113. A survey introduction to the psychological aspects of later life with particular emphasis on the behavioral changes associated with the emotional, motivational, personality, social and environmental conditions of the elderly.

**HURES 2063 Survey of Human Resources**3 hours--Orientation to the human resource perspective; study of human service delivery systems developed for the promotion and maintenance of human welfare; helping service philosophy and methods; helping professional values and skills; human service occupational information; a view of social forces influencing the provision of human services.

**HURES 2073 Introduction to Prevention Science ■**
3 hours--This course provides an overview of theory, research, and practice in prevention science and health promotion, including foundational concepts, intervention, methodology, and application and implementation of effective approaches. Emphasis is given to the strategic prevention framework and substance issues.

**HURES 2083 Human Behavior and Social Environment I**
3 hours--Prereq.: For Social Work Majors, SOC 1113, PSYCH 1113 and BIOL 1114. Theoretical frameworks drawn from the biological, social,

and behavioral sciences for understanding across the life span and the range of social systems in which people live; and the ways social systems promote or deter achievement of health and well-being. Explored is the impact of factors including ethnicity, race, class, age, gender, sexual orientation, disability, and culture on human development and behavior.

**HURES 2103 Interviewing Techniques**
3 hours--Introductory course in Human Resources. This course is designed to aid the student in developing basic communication interviewing skills used in the various Human Service fields. The course will familiarize the student with communication theory as well as the stages, planning, and styles of interviewing.

**HURES 2153 Deaf Culture**
3 hours--This course covers the treatment of Deaf individuals, their education, and legal status in Western cultures from early civilizations to the present day, including the political and philosophical forces which influence this treatment.

**HURES 2183 Fundamentals of Counseling**
3 hours--This course provides a philosophical orientation to the counseling function, and the counseling model of community services, and explores the various theoretical approaches to the provision of these services.

**HURES 2213 Introduction to Rehabilitation Counseling**
3 hours--A study of rehabilitation concepts, process, philosophy, and its legislative-historical progression. Emphasis will be placed on the role and function of the counselor and the methods and techniques utilized in the rehabilitation process.

**HURES 2293 Introduction to Aging**
3 hours--Orientation to concepts, philosophy and legislation on aging. Topics include: implications of aging, legislative and community services. The course is designed so that the student may gain basic knowledge, values, and skills in this area.

**HURES 2511-2 Field Work Studies (Field study named in title listing)**
1 to 2 hours--Prereq.: Departmental approval. This course is designed to provide the student with a supervised field experience in a human service delivery setting. This approach allows the student to validate classroom theory in a realistic setting.

**HURES 2881-4 Special Studies in Human Resources (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**HURES 3083 Medical, Social and Psychological Aspects of Disability**
3 hours--A study of the relationship between disability and behavior throughout the life process with primary emphasis upon adaptive psychological and social processes. Concepts pertinent to the medical and occupational assessment and persons with disabilities will be considered as they relate to self-concept, environmental demands, and management of disability effects.

**HURES 3103 Psychological-Social Aspects of Deafness**
3 hours--Considers effects of prelingual and postlingual deafness or hearing impairment on the psychological and emotional development and adaptation of the individual to deafness. Presents a study of cognitive and linguistic development, personality, interpersonal behavior, social reactions, personal adjustment, and deaf culture. Also includes an introduction to counseling with deaf people.

■ Denotes a Liberal Arts course.

**HURES 3133 Introduction to Audiology**
3 hours--A study of the anatomy of the ear, types and causes of hearing loss, hearing testing, and remediation techniques of persons with hearing impairments. The course also includes an introduction to hearing aids, their function, and limitations.

**HURES 3183 Case Management Practice**
3 hours--Prereq or Coreq.: 2103 or departmental approval. A study and practice of case management and knowledge and skills for effective case management. Areas of emphasis include: identification and assessment of client situations, use of formal and informal assessment techniques, case recording skills, and development of individualized assessments and case plans.

**HURES 3203 Vocational Testing and Evaluation**
3 hours--A study of the vocational testing and evaluation principles and procedures used in various helping services. Instruction and practice in the administration, scoring, and interpretation of instruments used in the assessment of intelligence, aptitude, interest, and personality.

**HURES 3213 Employment and Placement Techniques ■**
3 hours--A course designed to assist the student in learning the methods and procedures of placing individuals in productive employment. Topics include: theories of vocational development, occupational classification, job satisfaction, job seeking skills, job performance, and job analysis.

**HURES 3283 Addictions & Society**
3 hours--A study of the relationship between addictive behavior and its impact on individuals, families, and society, as well as the presence of co-occurring/co-existing diagnoses. Various assessment instruments will also be explained. Pharmacological, psychological and social aspects of addictions will be discussed.

**HURES 3383 Introduction to Addictions**
3 hours--A study of the various addictions in society, including alcohol, chemical dependency, gambling and co-occurring abuse. Emphasis will be placed on the various techniques and philosophies utilized in addiction counseling and service delivery. Ethics, best practices, as well as various programs and settings will be discussed.

**HURES 3763 Group Processes and Practice**
3 hours--Prereq.: 2103. A study of the nature and purpose of various types of groups, techniques of group facilitation and direction, and the roles of participant and leader in various practice settings. Includes experiential component designed to expose students to group process.

**HURES 3813 Family Systems, Codependency and Addictions**
3 hours--A study of the family as a basic social unit and the effect that addictions, including alcohol, chemical, gambling, and others, have on the family system. Family intervention and treatment modalities will be explored.

**HURES 4003 Theory and Practice of Prevention Science ■**
3 hours--Prereq.: HURES 2073. This course is a follow-up to the Introduction to Prevention Science course. Students will explore and address emerging issues in the field, prevention ethics, and implementation science, theories, and their application to community-based research.

**HURES 4263 Gerontological Program Management**
3 hours--A study of the various community programs designed to serve the elderly and an analysis of management procedures necessary for administration of these programs. Topics include: program development, coordination of services, use of volunteers, and special problems of the target population.

**HURES 4443 Counseling Services**
3 hours--Prereq.: 2183 and junior standing. This course is the application of counseling knowledge and techniques to various client groups and specialized settings.

**HURES 4453 Intervention Techniques**
3 hours--Prereq.: 2183 and junior standing. This course provides the knowledge of crisis intervention as a treatment modality including its history, theoretical base, and application of techniques in crisis situations.

**HURES 4763 Interpreting I**
3 hours--Prereq.: ASLHR 3063. A survey of the basic theories, guidelines, principles and practices of interpreting, including the interpreter code of ethics and role of the interpreter. Techniques of interpreting in vocational rehabilitation, mental health, social services, educational, medical, and legal situations will be discussed in terms of responsibilities of the interpreter, the physical setting, vocabulary, ethics and related topics. Role playing and simulated interpreting experiences will be included in the course. Students will also observe interpreters in a variety of settings.

**HURES 4794 Interpreting II**
4 hours--Prereq.: 4763, ASLHR 4703. Continued study of the principles and practices of interpreting. Emphasis will be placed on the techniques used for interpreting the manual and oral communications of deaf persons into spoken English equivalents. All types of situations requiring reverse interpreting will be presented using the various forms of communication used by deaf individuals. Special techniques and requirements for oral interpreting and deaf-blind interpreting will also be included. Students will observe interpreters in various settings. Students will also do interpreting in a variety of settings under the supervision of the instructor.

**HURES 4931-4 Human Resources Practicum**
1 to 4 hours--Prereq.: Departmental approval. This course provides structured experiences in the major competency areas necessary for effective helping services. Supervision is provided for the integration and application of knowledge and skills which are compatible with career goals.

**HURES 4941-12 Internship (Field named in title listing)**
1 to 12 hours--Prereq.: Retention grade point average of 2.5 and departmental approval. Each student is required to complete a total of twelve hours (usually one semester) of field training consisting of full-time work in an approved setting. Under special circumstances, alternative arrangements may be approved.

**HURES 4981-4 Seminar in Human Resources (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem area.

**HURES 4991-4 Individual Study (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**HURES 5043 Human Services Administration and Supervision**
3 hours--A study of the application of administrative concepts to the delivery of human services, including the supervision of counselors utilizing the model of counselor supervision and consumers, organizational leadership and behavior, and program evaluation. Issues such as the emphasis on profit, production, and efficiency will be discussed.

**HURES 5053 Community Service Theory and Practice**
3 hours--This course is a theoretical approach to the study of the dynamics of the counseling practitioner and clinical rehabilitation and clinical mental health counseling services systems, including private-for-profit and private-not-for-profit organizations. The principles of clinical mental health and clinical rehabilitation, including but not limited to prevention, intervention, consultation, education, and advocacy are presented. Students will explore the impact of disabilities, addictions, and mental health issues on individuals and families. Students will utilize effective counseling techniques, strategies, and theories as they apply to various rehabilitation and mental health settings within the community.

**HURES 5073 Assessment of Psychological, Social, and Relational Aspects of Disability**
3 hours--This course explores the relationship between disability and individual behavior. Course looks at the appraisal and assessment of individuals with disabilities through various approaches which may include testing and non-testing methods. Primary emphasis will be on the assessment of the adjustment process in life development. Major theories of adjustment will be discussed and experiential exercises will be utilized. The impact of disability will be evaluated in terms of its effects on family, relationships, work, transition from school to work, and independent living.

**HURES 5083 Concepts in Addiction Counseling Practice ■**
3 hours--This course is an exploration of concepts of chemical dependency, including: the nature of addiction; gender and substance use disorders; substance use and abuse by children and adolescents; codependency and enabling; dual-diagnosis; medical model; psychosocial model; disease of the human spirit; assessment; intervention; and treatment modalities.

**HURES 5103 Human Services Research**
3 hours--Development of skills in reading, interpreting, using research. Evaluation of research for practice application will be required to prepare a research proposal consistent with current social science research methodology to include a research question or hypothesis.

**HURES 5113 Personal, Social and Work Adjustment Counseling**
3 hours--The course is designed to help students acquire knowledge and experience in individualized work adjustment plan development, treatment/training strategies, and progress monitoring procedures related to the development of appropriate work behavior and functional community skills for persons with mental and psycho-social disabilities. Addresses the different types of habilitation and rehabilitation facilities, community integration, independent living, and transition from school to work of persons with special needs.

**HURES 5123 Grant Proposal Writing**
3 hours--Prereq.: 5103 and Graduate standing. Development of skills required to write and manage grants for human services and related organizations. The student will learn to develop grant ideas, complete narrative information, submit required forms, and develop budgets necessary to compete for funding through a variety of federal, state and private organizations.

**HURES 5133 Human Sexuality**
This course is an introduction to the clinical, scientific, and philosophical study of human sexuality. It examines sexuality in the context of current research, culture, and opposing perspectives with the goal of fostering healthy attitudes toward sexuality. It is intended primarily for helping professionals who work with clients or plan to in the future. Various definitions, experiences, and expressions of sexuality will be explored and debated to assist students in developing individual perspectives on human sexuality. Willingness to openly discuss topics of sexuality and relationships is critical for this course. Topics surveyed include sexual and psychosexual development, sexual health and disease, romantic love and sexual desire, sexual variations, sexual dysfunction and therapy.

**HURES 5153 Operations Management**

3 hours--A study of the design, operations and control of the human service delivery system. Topics of study include strategic planning and programming; budgeting, operating, and accounting systems; cost outcome/cost effectiveness techniques; project scheduling and control; and facility/office layout.

**HURES 5163 Appraisal and Assessment of Individuals, Groups, and Families**
3 hours--This course will present the use of assessment procedures to determine characteristics of individuals. Emphasis will be placed on assessment of persons with disabilities, addictions and families. Instruction and practice in the administration, scoring, and interpretation of results will be a primary function. Includes using the measures of vocational interest, achievement, aptitude, and personality tests, work samples, situational assessment, and curriculum-based vocational assessment. Stresses assessment procedures for persons with significant disabilities and addresses vocational education of secondary special need students and transition from school to work.

**HURES 5173 Rehabilitation in the Private Sector**
3 hours--This course explores the rehabilitation process in private-for-profit and private-non-profit organizations. Private sector models will be presented. Issues such as the emphasis on profit, production, and efficiency will be discussed. Ethics for practice will be included.

**HURES 5183 Addictions Theory ■**
3 hours--This course is an exploration of the historical and contemporary substance abuse counseling theories. In-depth attention will be given to the following models: strengths perspective, motivational interviewing, harm reduction, and stage-of-change. Ethics and best practices will be discussed. A consumer-centered approach is taken in the class.

**HURES 5193 Adaptations and Accommodations in Assessment and Work Settings**
3 hours--This course identifies necessary accommodations for persons with disabilities to successfully complete vocational evaluation, work adjustment, and employment tasks. Students will learn to adapt and modify vocational assessment procedures and the work adjustment setting. In addition the student will be prepared to make similar recommendations to employment settings.

**HURES 5213 Diagnosis and Treatment of Psychiatric and Co-occuring Disorders**
3 hours--This course is designed to provide information concerning major categories of psychiatric impairment. An overview of psychiatric impairments, diagnostic categories and co-occurring disorders will be presented. Implications for treatment, work and independence will be communicated through the use of case studies. Students will learn the application and use of the DSM for diagnosis and treatment.

**HURES 5243 Clinical Rehabilitation and Clinical Mental Health Foundations**
3 hours--This course focuses on development of skills and knowledge related to rehabilitation and mental health counseling. Emphasis is placed on the role and function of the counselor and the methods and techniques utilized in rehabilitation and mental health processes. Rehabilitation and mental health legislation, history, philosophy, case management, and trends in rehabilitative and mental health services are presented. Professional identity, professional organizations, standards, relevant credentials, and the importance of professional relationships related to the field are also discussed. Performance of duties in various rehabilitation and mental health settings such as public, private, community-based rehabilitation and mental health facilities, as well as specialized areas of practice will be addressed.

■ Denotes a Liberal Arts course.

**HURES 5253 Legal and Ethical Aspects of Case Management**
3 hours--A course designed to assist the students in learning the methods and procedures of data management, case coordination, and writing of individual client programs. Legal and ethical practice requirements will be integrated with each topic presented in the class. Ethical decision making models will be presented.

**HURES 5263 Management Information Systems**
3 hours--A study of the information processing system needed for planning and controlling a human service organization. Topics include design and operation of management information systems and administrative use of computers.

**HURES 5283 Psychopharmacology and Substance Abuse ■**
3 hours--This course is an introduction to psychoactive drugs and their mechanisms of action, effect on the human body, common abuse, and clinical use. Specific areas covered include the physical, cognitive, emotional, and behavioral effects of psychoactive drugs.

**HURES 5303 Program Evaluation**
3 hours--This course provides an introduction to program evaluation for the human service administrator. Basic techniques needed for determining the effectiveness and efficiency of various human service programs will be covered, including: needs assessment, program outcomes and management information, cost-effectiveness analysis, and evaluation of indirect services.

**HURES 5333 Vocational Assessment of Persons With Disabilities**
3 hours--The course is designed to help students acquire knowledge and experience in vocational assessment and counseling of persons with disabilities. Includes using the measures of vocational interest, achievement, aptitude, and personality tests, work samples, situational assessment, curriculum-based vocational assessment. Stresses assessment procedures for persons with severe disabilities and addresses vocational education of secondary special need students and transition from school to work.

**HURES 5343 Personnel Supervision**
3 hours--A study of the personnel aspects of the human service organization and its relation with other organizational components. Emphasis is given to increasing the students' knowledge and understanding of factors affecting effective human resource utilization. Topics covered include leadership and motivation theories, manpower planning, recruitment and selection, civil service systems, collective bargaining/unionization, career development/training, performance evaluation, discipline, equal opportunity programs, and organizational change.

**HURES 5363 Theories of Marriage and Family Counseling**
3 hours--A survey of the major theories, methods, and techniques of marriage and family counseling with an emphasis on legal and ethical issues. Counseling concerns of multi-cultural families and persons with disabilities will also be addressed.

**HURES 5383 Family Systems and Addictions ■**
3 hours--An advanced study of the family as a homogenous social unit and the interaction of addictive processes (including alcohol, chemical, gambling, and other) has on the family system. Family intervention and treatment modalities will be explored.

**HURES 5433 Organizational Leadership and Decision Making**
3 hours--An integrative approach to the study of major leadership and decision making theories. This course will explore strategies and options for integrating values into leadership decision making. Applying those strategies to real world case studies and developing tools to navigate those

situations where there is pressure to compromise values or disengage from our ethics or moral compass.

**HURES 5463 Medical Aspects of Disability**
3 hours--The course is designed to help students acquire knowledge and understanding of the body systems and related disabilities. A holistic approach to assessment of functional capacity of persons with disabilities is presented. Emphasis is placed on the functional limitations and effect of medical disability on employment, training, and independent living. Psychological implications including psycho-social and adjustment aspects of disability is also emphasized.

**HURES 5473 Framework for Job Placement Development**
3 hours--The course is designed to help students acquire knowledge, understanding, and experience in the job placement of persons with significant disabilities and the impact on the individual and family. A holistic approach to job placement is presented. Includes: job seeking training, job development procedures, job analysis, job modification, labor market information, working with business and industry, legislation and placement, selective placement, supported employment, supportive services, independent living, transition from school to work, and follow-up services.

**HURES 5483 Family Therapy and Addictions ■**
3 hours--A survey of the major theories, methods, and techniques of marriage and family counseling, with an emphasis on the impact of addiction and the treatment of addictive patterns in family frame work. The application of family systems theory and the implementation of family therapy techniques to the patterns of addiction is the foundation of this course. The major camps marriage and family therapy theory will be covered. This may include, but is not limited to experiential, process, behavioral, cognitive, family systems, family of origin, structural, strategic, narrative, and feminist theories. The student will consider the nature of what scientist-practitioners know and how we know it, shift from linear causality and the medical model to circular causality and an eco-systemic model. Problems will be viewed as relational and serving a purpose in any given system.

**HURES 5553 Practicum in Human Services**
3 hours--Prereq.: Departmental approval. Supervised individual or group counseling and community development field experiences through placement in an appropriate human service setting, and/or supervised counseling and guidance activities in a laboratory setting. Maximum number of allowable hours is determined by program option curriculum.

**HURES C5553 Practicum in Counseling**
3 hours--Prereq.: Departmental approval. Practicum I and II are to be taken consecutively. Students must be within the last 20 hours of the program and have completed core counseling theory coursework. Instructor permission is required. Maximum number of allowable hours is determined by program option curriculum. Supervised individual or group counseling and community development field experiences through placement in an appropriate human service setting, and/or supervised counseling and guidance activities in a laboratory setting.

**HURES R5553 Practicum in Clinical Rehabilitation and Clinical Mental Health Counseling**
3 hours--Departmental approval. To be taken the semester before internship. Supervised individual and/or group rehabilitation and clinical mental health counseling field experiences through placement in an appropriate rehabilitation and/or clinical mental health counseling setting (may include state agencies, shelter workshops, evaluation centers, group homes, independent living centers, private counseling agencies, etc.) and/or supervised counseling and guidance activities in a laboratory setting.

**HURES 5563 Practicum in Counseling Supervision**
3 hours--Prereq.: 5553 (taken twice). The student will be provided theoretical and applications models for providing supervision of individual and group counseling in a human service organization. Students will explore appropriate techniques for evaluation of effectiveness. Techniques for provided support and skill building will also be emphasized.

**HURES 5603 Human Growth and Development, a Multicultural Approach**
3 hours--The course will focus on theory of growth and development as it applies to social and cultural groups. Factors such as life-style adaptation, and life transitions will be explored. The relationship between development and the counseling relationship will be emphasized.

**HURES 5613 Counseling Theories**
3 hours--This course is an exploration of the historical and contemporary counseling theories. In-depth attention will be given to those theories most applicable to the work of the Human Resources Counselor.

**HURES 5623 Counseling Intervention**
3 hours--Prereq.: 5213 and 5613 or EDPSY 5163. The focus of the course is a study of crisis situations commonly encountered by counselors. Students will develop practical strategies and techniques for the prevention of or intervention in crisis situations.

**HURES 5633 Career and Life-Style Development**
3 hours--This course will focus on theories of vocational choice, including such factors as job satisfaction, motivation and work performance, and vocational information systems. In addition, the relationship between life-style and physical and mental health will be explored. Students will acquire knowledge and experience in individualized work adjustment plan development, treatment/training strategies, and progress monitoring procedures related to the development of appropriate work behavior and functional community skills for persons with mental and psycho-social disabilities. Addresses the different types of habilitation and rehabilitation facilities, community integration, independent living, and transition from school to work of persons with special needs.

**HURES 5713 Group Counseling Theory and Practice.**
3 hours--Prereq. HURES 5613 Counseling Theories: Theoretical foundations of group counseling and group work are examined. Group dynamics and therapeutic factors of group counseling are also studied. Students will learn effective group leadership skills. Relevant strategies for providing group services to culturally and ethnically diverse individuals, in addition to individuals with disabilities, will also be explored. Participation in a ten clock hour small group direct experience is required.

**HURES 5943 Internship in Clinical Rehabilitation and Clinical Mental Health Counseling**
3 hours--Prereq.: Completion of clinical rehabilitation and clinical mental health counseling course work and departmental approval. Students will spend a minimum of 600 clock hours providing counseling services in a rehabilitation agency and/or clinical mental health setting under the supervision of a Certified Rehabilitation Counselor and Licensed Professional Counselor. Students will acquire experience in rehabilitation, vocational, and mental health counseling, assessment of mental health and functional capacity, rehabilitation, and mental health treatment planning, job development, job placement, and other significant activities of rehabilitation as well as experiences in clinical mental health counseling. Students are expected to engage in the full range of counseling services.

■ Denotes a Liberal Arts course.

**HURES 5953 Internship in Counseling**
3 hours--Prereq.: HURES C5553, completion of counseling course work and departmental approval. Students will spend a minimum of 600 clock hours providing counseling in an approved human services organization. The internship will be closely supervised by an on-site supervisor and faculty advisor. Students are expected to engage in the full range of services provided by the internship agency. May not be taken with any Practicum.

**HURES 5981-4 Seminar in Human Resources (Subject named in title listing)**
1 to 4 hours--Directed intensive study on selected problem or special topic.

**HURES 5991-4 Individual Study in Human Resources (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and 12 hours human resources or departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Humanities

These courses are taught in respective instructional departments: Art, Communication, English and Languages, and Music.

**HUM 2113 General Humanities I ■**
3 hours--Study of significant ideas of Western and other cultures as manifest in history, visual arts, architecture, music, literature, and philosophy from prehistoric times to the Renaissance.

**HUM 2123 General Humanities II ■**
3 hours--Study of significant ideas of Western and other cultures as manifest in history, visual arts, architecture, music, literature, and philosophy from the Renaissance to the present.

**HUM 2313 Multicultural American Literature ■**
3 hours--A study of the prose, poetry, drama, and film of American writers from diverse cultural perspectives.

**HUM 2323 Global Literatures ■**
3 hours--A study of global perspectives expressed through literature from multiple continents and in multiple genres.

**HUM 2413 Responding to Literature ■**
3 hours--Introduces the understanding and interpretation of literature, with emphasis on Western literature from a variety of cultures. Poetry, fiction, drama, film, and non-fiction from a variety of eras are studied. Literary terms are introduced.

**HUM 2513 Introduction to Oklahoma Cultural Studies ■**
3 hours--Introduces cultural studies by examining the historic, economic and geographic influences on Oklahoma's diverse populations. Topics are explored by showing how literature, music, film, and the arts reflect and shape the state's culture.

**HUM 2613 Philosophy: An Introduction ■**
3 hours--A study of the significant ideas of Western culture as reflected in philosophical thought from the earliest beginnings to the present.

**HUM 2633 World Religion and Thought ■**
3 hours--A study of the world's most influential religions and religiously oriented schools of thought, with an emphasis on those flourishing now.

**HUM 2713 Language and Culture ■**
3 hours--A study of the nature of language and of the relationship of language to society and to the individual. Students will explore both universal and cross-cultural aspects of language and will be introduced to at least three languages from three different language families.

**HUM 2813 Interpreting Film ■**
3 hours--A study of film from aesthetic, cultural, and historical perspectives.

**HUM 2881-4 Special Studies in Humanities (Subject named in title listing) ■**
1 to 4 hours--Directed group study on special subject or problem.

**HUM 4981-4 Seminar in Humanities (Subject named in title listing) ■**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

## Courses in Kinesiology

**KIN 1963 Introduction to Kinesiology**
3 hours--An orientation course designed to acquaint majors and minors with the origin, scope, development, and purpose of the Kinesiology discipline. The course will provide knowledge concerning future directions and career possibilities.

**KIN 2122 Choices in Wellness ■**
2 hours--A study of concepts from the biological, social, and behavioral sciences as they relate to lifestyle choices of wellness. Emphasis is on integration of knowledge, attitudes, and appropriate practices related to self-directed positive health behaviors.

**KIN 2131 Participation in Intercollegiate Sports**
1 hour--Varsity level competition of the sport in season. Meets 5 days a week. Course will be graded P (Pass) or NP (No Pass).

**KIN 2223 Sports Nutrition**
3 hours--This course examines the role of nutrition as it relates to athletes and others involved in active lifestyles. Specifically, nutrition is examined as it relates to athletic performance, disease prevention/treatment, and various sport-specific nutritional requirements, and special populations.

**KIN 2273 First Aid**
3 hours--Immediate and temporary treatment for accidental injuries, sudden illness, traumatic shock and thermal burns. Major emphasis is placed on CPR, artificial respiration, transporting injured persons from one location to another, immobilization of suspected fractures and poison control. Also included, mental health considerations as related to sickness, injury and stress management.

**KIN 2413 Applied Anatomy ■**
3 hours--Study of the structure of the human body with limited physiological applications for each anatomical system. Special emphasis is placed on the anatomical systems contributing to movement and energy production.

**KIN 2433 Theory of Coaching**
3 hours--Study of the techniques of coaching modern-day sports.

**KIN 2713 Care and Prevention of Athletic Injuries**
3 hours--Basic instruction is given in the care, prevention, assessment and management of common injuries and illnesses. Additional medical concerns are addressed as they relate to athletic participation. This includes topics such as illness, disease, legal issues, etc. This course serves as an overview and introduction to basic athletic training principles.

■ Denotes a Liberal Arts course.

**KIN 3233 Adapted Physical Education**
3 hours--A class to prepare physical education majors in planning activities and physical education programs for handicapped students. It includes characteristics of different handicapping conditions and suggestions for corrective therapy.

**KIN 3303 Fundamentals of Sports Administration**
3 hours--Introduction to the concepts, aspects, and philosophies of managing sport, fitness and Recreational organizations.

**KIN 3353 Research and Evaluation of Kinesiology ■**
3 hours--This course is designed to provide an understanding in the processes of selection, administration, and interpretation of assessment instruments as they relate to Kinesiology.

**KIN 3552 Methods of Elementary Physical Education**
2 hours--Methods and procedures for teaching age appropriate physical education activities to elementary students with consideration for maturation and individual differences. Note: Degree credit not allowed in both 3433 and 3552.

**KIN 3563 Health Promotion**
3 hours--Basic introduction to the principles of health promotion. Specific topics will include disease prevention, risk reduction, wellness, risk appraisal and risk reduction, behavior change theories, program planning and management, holistic health/wellness, and others.

**KIN 3613 Motor Learning ■**
3 hours--Prereq. or Coreq.: 2413. An exploration of learning theory as it relates to movement skills; the interaction of cognitive, affective and psychomotor learning domains; the application of learning theories to the skills of physical education, recreation and athletics.

**KIN 3623 Community Recreation**
3 hours--A study of the organization of community recreation programs with an emphasis on leadership, personnel, facilities, and finance.

**KIN 3723 Biomechanics**
3 hours--Prereq. or Coreq.: 3613. Scientific study of human movement; analysis of fundamental movements and the mechanical principles that apply to human motion; application to teaching movement skills.

**KIN 3733 Physiology of Exercise ■**
3 hours--Prereq. or Coreq.: 3723. A general study of the bioenergetics of muscular work; neuromuscular structure function, and control; cardiorespiratory function and control; physical training; and, nutrition and exercise performance.

**KIN 3883 Legal Aspects of Kinesiology**
3 hours--Explores the law and how it impacts the field of kinesiology. Examination of topics includes the American legal system, individual courses of action, legal issues commonly found within kinesiology, understanding the concepts of ethics, negligence, and risk management strategies to reduce legal liability.

**KIN 4153 Organization and Administration**
3 hours--Prereq.: Senior status. An overview to prepare the student for roles and responsibilities of administration including basic management principles, personnel, and budget.

**KIN 4223 Strength and Conditioning**
3 hours--Students will learn principles of designing and implementing strength and conditioning programs for clients ranging from the physically active to the competitive athlete. Students will gain knowledge, expertise and specific techniques characteristic of safe and effective strength and conditioning programs. Emphasis will be placed on programming needs of individuals across gender, age and physical fitness status.

**KIN 4253 Management of Tournaments and Competitive Sports Events**
3 hours--A comprehensive study of the organization of tournaments and meets. This course offers the opportunity to become involved in the direct organization and communication with high schools conducting programs germane to this phase of public school education.

**KIN 4284 Practicum**
4 hours--Prereq.: Senior Status. A structured practical experience in Kinesiology. The assignment will be under the supervision of a Kinesiology department faculty member.

**KIN 4543 Advanced Theory of Coaching**
3 hours--An intensive study of modern techniques of coaching.

**KIN 4593 Psychology of Sports ■**
3 hours--This course examines psychological theories and research related to sport and exercise behavior. The course is designed to introduce students to the field of sport and exercise psychology by providing a broad overview of the major topics in the area.

**KIN 4623 Exercise Testing and Prescription**
3 hours--Prereq. or Coreq.: 3733 and 4223. This course reviews the established link between fitness and health. Skills and concepts are taught that enable the learner to choose and perform appropriate physical assessments for the four primary areas of fitness and prescribe appropriate exercise regimens based on the results and knowledge of the needs of various populations.

**KIN 4981-4 Seminar in Kinesiology (Subject named in title listing)**
1 to 4 hours--Directed group study on special subject or problem.

**KIN 4991-4 Individual Study in Kinesiology (Subject named in title listing)**
1 to 4 hours--Directed individual study on special subject or problem. Open only to selected undergraduates.

**KIN 5303 Sports Administration**
3 hours--Introduction to the concepts, aspects, and philosophies of managing sport, fitness and recreational organizations.

**KIN 5313 Sport Facility Management**
3 hours--Planning, design, management and upkeep of facilities such as gymnasiums, fields, courts, and aquatic centers.

**KIN 5323 Legal Aspects of Sport**
3 hours-- This course is designed to give each student in sports administration an introduction to legal implications and an understanding of how legal concepts impact decision making.

**KIN 5353 Ethics in Sports Administration**
3 hours--This course will provide the student with a theoretical base and systematic reasoning tools to address ethical dilemmas in a thoughtful, reflective manner. Focus will be placed on specific issues related to sports such as respect, fair play, honesty, sportsmanship, and responsibility.

**KIN 5413 Principles of Sport Finance**
3 hours--This course is designed to examine financial concepts in sport with emphasis on various types of budgets, cost control measures, planning and monitoring various account types, and creating annual reports.

■ Denotes a Liberal Arts course.

**KIN 5423 Marketing and Event Management**
3 hours--Basic concepts of marketing and management of sport and sporting events and venues, promotion, facility maintenance, fund raising and other income sources, licensing, joint venture agreements and corporate sponsorship will be examined.

**KIN 5513 Leadership and Personnel Management**
3 hours--This course examines issues of management and organizational behavior within sports administration, with specific reference to issues of staffing, motivation, and communication. Introduces leadership theory, as well as the tools and techniques for its practical applications, including how to most effectively apply leadership theory on a daily basis within a sports organization.

**KIN 5613 Practicum in Sports Administration**
3 hours--Prereq.: Departmental approval. Minimum of 100 hours of on-the-job learning experience, related to students career interest. The internship will be specified by the employer/supervisor with consent of the instructor and program director. Provides experiential learning during which the student works under direct supervision. The student is immersed in a variety of intensive work assignments, including: weekly journals, written reports, and various presentations. The student will be evaluated by both the employer/supervisor and instructor. The internship requires prior program approval and a formal agreement among the student, department and employer. Student will formulate and develop an acceptable portfolio according to departmental guidelines.

**KIN 5981-4 Seminar in Health, Physical Education and Recreation (Subject named in title listing)**
1 to 4 hours--Directed intensive study on selected problem or special topic.

**KIN 5991-4 Individual Study in Health, Physical Education and Recreation (Subject named in title listing)**
1 to 4 hours--Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Latin

**LATIN 1113 Elementary Latin I ■**
3 hours--Training in the essentials of Latin forms and construction; easy reading.

**LATIN 1223 Elementary Latin II ■**
3 hours--Prereq.: 1113. Continued study of grammar and composition; reading of stories of mythology and Roman history.

**LATIN 2881-4 Special Studies in Latin (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**LATIN 4981-4 Seminar in Latin (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

## Courses in Legal Studies

**LS 3223 Legal Research and Writing I ■**
3 hours--Prereq.: LSPS 2153 or departmental approval. Introduction to legal research, writing, research strategies, case briefs, vocabulary, uniform system of citation; digests, statutes and reports; Shepard's; annotated law reports; encyclopedias; and computer databases.

■ Denotes a Liberal Arts course.

**LS 3233 Legal Research and Writing II**
3 hours--Prereq.: 3223 or departmental approval. Continuation of LS 3223. Advanced legal research; court rules; restatements; administrative decisions; drafting operative legal documents, memoranda of law to the trial court, appellate briefs; treatises; form books; periodicals.

**LS 3243 Native American Legal Clinic ■**
3 hours- Practical experience in skills such as client intake, case management, legal research, and document drafting. Special emphasis is given to legal issues facing First American tribal members. May be repeated for a maximum of 6 credit hours.

**LS 3383 Legal Systems Applications**
3 hours--Prereq.: LSPS 2153 (can be taken concurrently). A comprehensive course covering legal office applications, terminology, ethics and confidentiality, and human relations.

**LS 3563 Civil Procedure and Litigation ■**
3 hours--Prereq.: LSPS 2153 or departmental approval. Topics to include: client interviewing, case investigation, jurisdiction, venue, the filing of pleadings and motions, discovery techniques, file and document management, trial preparation and assistance, and post trial practice.

**LS 4123 Torts ■**
3 hours--Prereq.: LSPS 2153 or departmental approval. An introduction and study of the broad area of civil wrongs and their appropriate remedies. Analysis of tort law principles in the traditional areas of intentional torts, negligence, absolute liability, product liability, nuisance and commonly employed defenses. Emphasis is placed on the ethical obligations pertaining to the practice of tort law for paralegals and attorneys.

**LS 4133 Evidence ■**
3 hours--Prereq.: LSPS 2153 or departmental approval. A study of the Federal and Oklahoma Rules of Evidence. Analysis of evidentiary rules regarding hearsay, character evidence, evidence of other crimes, lay and expert testimony, and other types of evidence in trials. The course will focus on the evidentiary rules, the policy reasons for those rules, and their application at trial with a progression through the litigation process, utilizing the rules of evidence. Evidentiary rules regulate the admission of proof in the trial setting; therefore, the different types of proof including testimony, writings, physical objects, and anything else presented to the jury or judge will be studied. Emphasis will be placed on paralegal trial preparation and ethical obligations.

**LS 4143 Native American Law ■**
3 hours--An introduction and study of issues related to Native Americans and the law. Emphasis on the analysis of sovereignty issues, treaties, and Native American courts.

**LS 4173 Contracts ■**
3 hours--Prereq.: LSPS 2153. A practical study of the basic elements of contracts. This course focuses on fundamental problems of contract formation, performance, breach and remedies.

**LS 4183 Real Estate Law ■**
3 hours--Prereq.: LSPS 2153 or departmental approval. The law and history of real estate transactions and procedures. Topics to include: information gathering, title searches, preparation of preliminary abstracts of title and title opinions, mortgages, deeds, leases, and closing procedures.

**LS 4253 Family Law ■**
3 hours--Prereq.: LSPS 2153 or departmental approval. Law and

procedure relating to marriage, children, and property. Topics to include: interviewing; preparation of pleadings for dissolution, support, and division of property; tracing assets; drafting settlements; and other issues.

**LS 4283 Criminal Law ■**
3 hours--Prereq.: LSPS 2153. A study of the source and development of criminal law, its practical application, interpretation, and enforcement, and an analysis of Supreme Court decisions to emphasize problems in due process.

**LS 4543 Wills, Estates, Trusts and Probate ■**
3 hours--Prereq.: LSPS 2153 or departmental approval. Estate planning and fiduciary management. Topics to include: estate plans, wills, federal estate tax, state inheritance tax, federal and state income tax, record keeping, court accountings, trust administration, and asset inventory.

**LS 4653 Administrative Law ■**
3 hours--Prereq.: LSPS 2153 or departmental approval. An examination of the laws and procedures of government agencies, including agency purposes, rights of private parties, legal issues, quasi-judicial decisions and appeals.

**LS 4863 Legal Ethics ■**
3 hours--Prereq.: Senior standing. An examination of ethical problems confronting paralegals and the legal profession and an intense application of skills learned in the legal studies major.

**LS 4943 Legal Internship**
3 hours--Practical experience gained while serving in a law office or a legally related context under professional supervision with special projects under the guidance of a faculty member.

**LS 4981-4 Seminar in Law (Subject named in title listing) ■**
1 to 4 hours-Directed group study on a special subject or problem.

**LSPS 2153 Introduction to Law ■**
3 hours--Prereq.: PS 1113 or departmental approval. An examination of the nature of law, the structure and functions of the American courts and judiciary, selection of judges, and political influences on judicial decisions.

**LSPS 4113 International Law ■**
3 hours--Prereq.: 2153. This course explores the role of international law in the relations of states; intergovernmental organizations, nature, development, theory, sources of law; international personality; jurisdiction, including territory and nationality; dispute settlement.

**LSPS 4883 Jurisprudence ■**
3 hours--Prereq.: 2153. Jurisprudence is the philosophy of law. This course examines the leading schools of thought that influence legal thinking and decision making, including natural law, positivism, legal realism, and others.

**LSPS 4981-4 Seminar in Law (Subject named in title listing) ■**
1 to 4 hours--Directed group study on a special subject or problem.

## Courses in Library Science

(See Courses in Education and Library Science)

## Courses in Management

(See Courses in Business Administration)

## Courses in Management Information Systems

(See Courses in Business Administration)

## Courses in Marketing

(See Courses in Business Administration)

## Courses in Mass Communication

**MCOM 1211 Introduction to Media Equipment**
1 hour--This course is designed to have students become acquainted with audio recording equipment, cinematography and photography camera equipment, computer, digital file organization, and Adobe Creative Suite software.

**MCOM 1713 Introduction to Photography**
3 hours--Introduction to basics of lighting, camera operation, and use of the digital darkroom. Emphasis on composition, subject matter, and development of a vision through the lens of a camera. Students create a final thematic project as an introduction to photojournalism and converged media.

**MCOM 1733 Introduction to Mass Media ■**
3 hours--A survey of mass communication including the history and development of newspapers, magazines, web-based media, radio, and television.

**MCOM 1813 Introduction to Video Production**
3 hours--Introduction to camera operation and editing with an emphasis on the development of technical and aesthetic skills.

**MCOM 2003 Principles of Game Design ■**
3 hours--This course examines the principles of game design through exercises and assignments geared toward creating compelling games. Students will learn the game design process through a comprehension of the history of game design, game theory, and project development from initial concept to public launch. Topics include basic terminology and best practices in the fundamentals of art, design, and programming using contemporary game engine software.

**MCOM 2733 Writing for Media I ■**
3 hours--Principles of writing styles for mass media. Study includes writing formats in print, broadcast, and Internet.

**MCOM 2743 Photojournalism ■**
3 hours--Prereq.: 2733. Photojournalism brings the worlds of media writing and media production together. With an emphasis on writing for print, online, and broadcast media, students will enhance their writing and production skills through reporting on current events.

**MCOM 2753 Introduction to Audio Production**
3 hours--Principles and practices of contemporary audio production.

**MCOM 2881-4 Special Studies in Mass Communication (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**MCOM 3013 Media Practicum**
3 hours--Students have an opportunity to develop their skills with hands-on and service learning experiences. Students will prepare and present their own programs/performances, review and critique media products,

and work in different aspects of the industry through student media or local community organizations. Students are encouraged and enabled to use this course to network and work with each other, expanding their professional and personal spheres, while creating and organizing collaborative productions and projects.

**MCOM 3023 Audio Engineering I**
3 hours--Prereq.: 2753. Students will explore the basics of studio recording, the principles of live sound reinforcement, and Digital Audio Workstation recording. They will identify successful techniques and methodologies in working with Adobe Audition and Pro Tools and employ them in audio processing to create sound designs.

**MCOM 3043 AR/VR Production**
3 hours--This course is designed to introduce fundamental practices of immersive media production. Students already capable of linear video production or motion graphic design will expand their skills to 360° audio and video capturing, authoring augmented reality experiences, and interactive virtual reality projects.

**MCOM 3053 Social Media Management**
3 hours--The student will investigate the individual pieces of a social media marketing plan including; social media analysis, target audience, objectives, strategies, and tactics, social media scheduling and calendars, budgeting, evaluation, search engine optimization, and media and web analytics.

**MCOM 3063 Emerging Media**
3 hours--Students engage with new and emerging media practices, concepts, trends and technology. Students will produce projects utilizing new and emerging technology, allowing them to creatively express ideas and solve problems. The course introduces students to current changes occurring in the field, and also prepares them to succeed in a constantly shifting media landscape.

**MCOM 3333 Intermediate Photography**
3 hours--Prereq.: 1713. Introduction to basics of studio lighting and intermediate camera and digital darkroom techniques. Develop visual storytelling skills and a thematic language of the medium. Students will be introduced to the professional market and to resources available for print and the internet.

**MCOM 3343 Imaging for Media**
3 hours--Introduction to basic design and layout concepts. Students will learn how to design and lay out publications, images, text, as well as the basics of web design.

**MCOM 3623 Web Design**
3 hours--Introduction to the basics of web design, including page design, workflow, and integration of text, graphics, audio and video in web page design.

**MCOM 3783 Writing for Media II ■**
3 hours--A study of the types of specialized styles for articles in newspapers, magazines, and corporate in-house news, adver-tising and public relations.

**MCOM 3823 Advertising**
3 hours--This course covers an introduction of advertising, target audience, the planning process, the creative process, electronic media: television and radio and integrating marketing communication elements.

**MCOM 3843 Advertising Copy & Layout**
3 hours--Principles and practices of writing copy and layout design for advertisements.

■ Denotes a Liberal Arts course.

**MCOM 3853 Media Ethics and Law ■**
3 hours--A study of ethics and law in mass communication.

**MCOM 3863 Radio and Podcast Production ■**
3 hours--Techniques in news gathering, field reporting, interviewing and story production. Course will focus on presentation skills, practical production problems and responsibilities, audience, ethics and law, and news judgment for electronic media.

**MCOM 3873 Intermediate Video Production**
3 hours--Prereq.: 1813. This course is designed to expand on fundamental video production techniques, explore live video capturing, and intermediate to advanced digital editing processes. Students participating in MCOM 3873 will develop their skills with single and multiple camera cinematography as well as digital editing.

**MCOM 3893 Public Relations ■**
3 hours--This course covers the history, origin and business of PR along with tactics, publics/diversity, ethics/legal issues, research/evaluation, crisis communication and overall professional strategic communication.

**MCOM 4012 Career Preparation**
2 hours--Students pursue research into career opportunities for one holding a degree in Mass Communication. Includes guest lecturers and alumni who have worked in the field or created new opportunities using skills learned.

**MCOM 4023 Audio Engineering II**
3 hours--Prereq.: 3023. Students will utilize advanced studio recording, concert production and live sound reinforcement, and advanced sound design as well as audio installation. Students will explore 5.1 surround sound mixing.

**MCOM 4123 Short Film Production**
3 hours--Short Film Production is designed for students to produce a short film with the intent of entering their work into state-level film festivals. Students will form a production team and write, direct, shoot, edit, produce audio, correct imaging and publish a short film in the genre of their choosing.

**MCOM 4223 Conceptual Art Photography**
3 hours--Prereq.: 1713. Students will create concept based portfolios of artistic photography.

**MCOM 4233 Documentary Production**
3 hours--Develop a documentary form for the purpose of publication or portfolio.

**MCOM 4313 Advanced Video Production**
3 hours--Prereq.: 3873. This course is designed to expand on intermediate video production techniques and explore advanced digital editing processes. Students participating in MCOM 4313 will develop their skills with single and multiple camera cinematography as well as digital editing.

**MCOM 4323 Advertising & Public Relations Campaigns (Subject named in title listing)**
3 hours--Principles and practices to integrate advertising and public relations skills to produce campaigns. Emphasis on creating print, broadcast, Internet and/or other media elements followed by full campaign preparation. May be repeated as topic changes.

**MCOM 4611 Senior Portfolio in Mass Communication**
1 hour--Prereq.: Departmental approval and senior status. Students will

complete individual portfolios appropriate to their concentrations for career preparation and assessment purposes.

**MCOM 4711-3 Professional Internship (Subject named in title listing)**
1 to 3 hours--Students enrolled in Professional Internship work with university departments, local businesses and community organizations to develop their resume and portfolio in a professional setting. Students are expected to work 40 hours per course credit while enrolled in Professional Internship.

**MCOM 4733 Contemporary Issues in Mass Communication ■**
3 hours--A study of contemporary issues in mass communication.

**MCOM 4743 Editing and Design ■**
3 hours--Principles of story, advertising or public relations material selection, editing and placement, and of page, section, edition or brochure design.

**MCOM 4813 Public Relations Writing ■**
6 hours--Principles and practices of public relations writing such as press releases, media kits and feature stories.

**MCOM 4863 Television Studio Production**
3 hours--Prereq.: 1813. Study of principles and practices of video production using studio equipment with an emphasis on the development of technical and aesthetic skills.

**MCOM 4961-4 Senior Project in Mass Communication**
1 to 4 hours--Prereq.: Open to Mass Communication majors with senior standing and departmental approval. Scholarly and/or creative work in Mass Communication. Hours determined by scope of project as approved.

**MCOM 4981-4 Seminar in Mass Communication (Subject named in title listing)**
1 to 4 hours--Directed group study on special subject or problem.

**MCOM 4991-4 Individual Study in Mass Communication (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**MCOM 5981-4 Seminar in Mass Communication (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**MCOM 5991-4 Individual Study in Mass Communication (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours mass communication. Directed intensive study on selected problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Mathematics

**CPSMA 2923 Data Structures and Algorithm Analysis ■**
3 hours--Prereq.: CMPSC 2133; Prereq. or Coreq.: MATH 2613 or 2825. Basic concepts of data structures, stacks, queues, trees, tables, hashing, lists, strings, arrays, files, and applications to various areas of computer science. Equivalent to course CS7 in the Association for Computing Machinery recommended curriculum.

**CPSMA 3913 Discrete Mathematics ■**
3 hours--Prereq.: CMPSC 1113; MATH 2613 or 2825 or departmental approval. An introduction to areas of mathematics with direct applications to computer science. Topics covered include sets, functions, elementary propositional and graph theory, matrices, proof techniques, combinatorics, probability, and random numbers.

**CPSMA 3933 Operations Research ■**
3 hours--Prereq.: MATH 2613 or 2825. A survey of operations research techniques as applied to quantitative decision making. Topics include the linear programming model and other optimization techniques applied to inventory, transportation, assignment, network models, project scheduling, and simulations.

**CPSMA 4373 Network Science**
3 hours--Prereq.: 1113 or departmental approval. Provides an introduction to network science. Modeling of systems as networks, using graph theory, from a variety of disciplines is explored. Analysis algorithms for networks and the challenges associated with applying them to large scale networks are presented. Related software for network analysis is studied. The course will focus on the applications of complex network analysis to fields such as biology, cyber-security, and social networks.

**CPSMA 4413 Numerical Methods ■**
3 hours--Prereq.: MATH 3025, CMPSC 1113 or departmental approval. An introduction to basic numerical analysis with emphasis upon numerical methods and error analysis in the study of such topics as power series, solutions of equations and systems of equations, integration and differentiation, convergence, and solutions of ordinary differential equations.

**CPSMA 4513 Data Applications in Business**
3 hours--Prereq.: MATH 3025. Applications of data techniques with an emphasis on real-world problem solving utilizing problems from business, industry and government. Topics include regression analysis, Markov chains, error analysis, Monte Carlo simulations, and big data. Emphasis will be made to professional coding and presentations.

**EDMA 5243 Assessment and Treatment of Mathematics Difficulties**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course will examine difficulties students have with acquisition of typical arithmetic skills. The focus will be on diagnosing and determining interventions for at risk students (i.e., students with dyscalculia and/or other mathematics-related deficits) in processing, memory, mathematics language skills, sequencing, and attitudinal/emotional factors. Individual assessment and error analysis will be used to determine interventions.

**EDMA 5663 Mathematics Leadership and Mentoring**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course will provide students with the most current understanding of mathematics consultation and mentoring. Topics will include leadership for school mathematics programs, collaboration with teachers and other professionals, data analysis, curriculum issues, knowledge of mathematics standards, and facilitation of professional development. These foundations will provide students with experience in working with teachers to improve instructional practice as well as student achievement. An emphasis will be placed on mastering the complexities of observing and modeling in classrooms and providing feedback to teachers.

**EDMA 5713 Number Concepts and Operations - Pedagogy in Math-**

**ematics**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of number concepts and operations as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in number concepts and operations. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDMA 5723 Geometry and Measurement - Pedagogy in Mathematics**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of geometric ideas as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in geometrical reasoning. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDMA 5733 Data Analysis and Probability - Pedagogy in Mathematics**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of data analysis and probability as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in data analysis and probability. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**EDMA 5743 Algebra and Functions - Pedagogy in Mathematics**
3 hours--Prereq.: Valid teacher certification in Elementary Education and/or Early Childhood Education and two years of full-time teaching experience in grades Pre-Kindergarten through Grade 5 at an accredited school under a valid state issued teacher credential. This course is designed for educators to deepen their conceptual and procedural understandings of algebraic ideas as well as strengthen their pedagogical knowledge of how K-12 students develop fluency in algebraic reasoning. Special attention will be given to patterns, connections, critical thinking, sense making, and multiple representations.

**MATH 0113 Beginning Algebra ■**
3 hours--A review of elementary algebra including fractions, operations on real numbers, polynomials, first and second degree equations and inequalities, exponents, graphing, relations and functions, and systems of equations and inequalities. This course does not count for degree credit and does not satisfy the general education requirement in mathematics. Grading is "P" or "F".

**MATH 0214 Intermediate Algebra ■**
4 hours--A review of elementary algebra including fractions, operations on real numbers, polynomials, first and second degree equations and inequalities, exponents, graphing, relations and functions, and systems of equations and inequalities. This course does not count for degree credit and does not satisfy the general education requirement in mathematics. Grading is "P" or "F".

**MATH 0221 Supplemental Probability and Statistics**
1 hour--This course is designed to be taken alongside an Introduction to Probability and Statistic course. It reviews or introduces key concepts and skills students need to succeed in Introduction to Probability and Statistics. These concepts include data analysis, elementary and general probability spaces treated from an intuitive point of view, common frequency distributions, and statistical inference.

**MATH 0411 Supplemental Survey of Mathematics**
1 hour--This course is designed to be taken alongside a Survey of Mathematics course. It reviews or introduces key concepts and skills students need to succeed in Survey of Mathematics. Topics will be selected from logic, algebra, analysis, geometry, topology, probability, statistics, and mathematics of finance.

**MATH 0512 College Algebra Supplement ■**
2 hours--This course is designed to be taken alongside a College Algebra course. It reviews or introduces key concepts and skills students need to succeed in College Algebra. These concepts include rational arithmetic, factoring, polynomials, graphing functions, algebraic rules, and notation.

**MATH 0612 Supplemental Functions and Modeling ■**
2 hour--This course is designed to be taken alongside a Functions and Modeling course. It reviews or introduces key concepts and skills students need to succeed in Functions and Modeling. These concepts include study of equations and functions (linear, polynomial, rational, exponential, logarithmic) from various perspectives (symbolic, verbal, numerical, graphical); digital techniques for graphing functions, solving equations, and modeling data using regressions.

**MATH 1223 Introduction to Probability and Statistics ■**
3 hours--An introductory course in statistical methods including data analysis, elementary and general probability spaces treated from an intuitive point of view, common frequency distributions, and statistical inference.

**MATH 1413 Survey of Mathematics ■**
3 hours--An introduction to various topics in mathematics designed to convey a general knowledge and appreciation of mathematics. Topics will be selected from logic, algebra, analysis, geometry, topology, probability, statistics, and mathematics of finance.

**MATH 1513 College Algebra ■**
3 hours--Advanced topics in quadratic equations, simultaneous systems, variations, progressions, binomial theorem, inequalities, complex numbers, determinants and matrices, permutations, and combinations.

**MATH 1613 Functions and Modeling ■**
3 hours--Study of equations and functions (linear, polynomial, rational, exponential, logarithmic) from various perspectives (symbolic, verbal, numerical, graphical); digital techniques for graphing functions, solving equations, and modeling data using regressions. This course is designed for students in agricultural, business, life/health science, or social science majors.

**MATH 1653 Mathematics for Biological Science ■**
3 hours--Prereq.: 0214 or second-year algebra in high school. Selected topics from algebra, trigonometry, analytical geometry, probability, and other topics applicable to the study of biology. Open only to medical technology majors and biology majors and minors. Degree credit not allowed in both MATH 1513 and 1653; nor in both MATH 1613 and 1653. This course does not satisfy the general education requirement for teacher certification.

**MATH 1713 Trigonometry ■**
3 hours--Prereq. or Coreq.: 1513 or 1613 or 1653. Trigonometric functions, identities, equations, radian measure and applications, logarithms, solution of triangles.

**MATH 2613 Calculus for Business, Life and Social Sciences ■**
3 hours--Prereq.: 1513 or 1613 or 1653. Informal study of differentiation and integration of polynomial, exponential and logarithmic functions with applications to business, life and social sciences. (Note: Degree credit not allowed in both MATH 2613 and 2825)

**MATH 2713 Mathematical Concepts I ■**
3 hours--Topics include number sense and numeration; sets, relations and patterns; whole and integer numbers. Estimation, problem solving, and algebraic thinking are integrated throughout the course. Open only to education majors.

**MATH 2723 Mathematical Concepts II ■**
3 hours--Prereq.: 2713. Topics include basic geometric ideas and notations; constructions; similarity; measurement; motion geometry. Estimation, problem solving, and algebraic thinking are integrated throughout the course. Open only to education majors.

**MATH 2733 Mathematical Concepts III ■**
3 hours--Prereq.: 2713. Topics include rational numbers; decimals and applications; real numbers; probability; statistics. Estimation, problem solving, and algebraic thinking are integrated throughout the course. Open only to education majors.

**MATH 2825 Calculus and Analytic Geometry I ■**
5 hours--Prereq.: 1713; 1513 or 1613 or 1653. An introduction to analytic geometry, functions and limits, differentiation of algebraic functions and applications, indefinite integrals, and definite integrals and applications. (Note: Degree credit not allowed in both MATH 2825 and 2613).

**MATH 2881-4 Special Studies in Mathematics (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed study on special subject or problem.

**MATH 3025 Calculus and Analytic Geometry II ■**
5 hours--Prereq.: 2825 or departmental approval. Techniques of integration, applications of definite integrals, L'Hopital's Rule, improper integrals, partial fractions, infinite series, and parametric, vector and polar functions.

**MATH 3033 Calculus and Analytic Geometry III ■**
3 hours--Prereq.: 3025 or departmental approval. Vector and Analytic Geometry, Vector-valued functions, functions of several variables, partial derivatives, multiple integrals, integration in vector fields.

**MATH 3093 Intro to Theorem Proving and Number Theory ■**
3 hours--Prereq.: 3025 or departmental approval. An introduction to symbolic logic, set theory, relations, functions, divisibility properties of integers, prime numbers, and congruences. Particular emphasis will be placed on the construction of mathematical proofs.

**MATH 3213 College Geometry ■**
3 hours--Prereq.: 3025, 3093. Advanced topics from Euclidean and non-Euclidean geometries.

**MATH 3513 Mathematical Statistics ■**
3 hours--Prereq.: 1223 and 3025, or departmental approval. A study of advanced probability theory including counting techniques, permutations, and combinations, properties of random variables with emphasis on density functions, expected values, estimators, moments and moment generating functions, and discrete and continuous probability distributions.

**MATH 3583 Applied Statistics ■**
3 hours--Prereq.: 1223 or BSEC 2603. An advanced course in applied statistics covering the following topics: sampling distributions, summary measures, interval estimation, hypothesis testing, chi-square test, analysis of variance, linear and multiple regression, correlation analysis, forecasting, time series, and nonparametric methods.

**MATH 3713 Linear Algebra ■**
3 hours--Prereq.: 3025. Systems of linear equations, matrices, determinants, vector spaces, eigen values and eigen vectors, and linear transformations.

**MATH 3813 Modern Algebra ■**
3 hours--Prereq.: 3033, 3093 or departmental approval. Mappings, equivalence relations, homomorphisms, and isomorphisms, groups, rings, integral domains and fields.

**MATH 4113 Differential Equations ■**
3 hours--Prereq.: 3025 or departmental approval. Introduction to the theory of ordinary differential equations; differential equations of the first order and first degree, first order and higher degree; linear differential equations; differential equations of order higher than the first; applications.

**MATH 4133 Intermediate Analysis ■**
3 hours--Prereq.: 3033, 3093 or departmental approval. Some properties of the real number system, functions, sequences, limits, differentiation, Riemann integrals.

**MATH 4223 Introduction to Point Set Topology ■**
3 hours--Prereq.: 3033, 3093 or departmental approval. Elements of set theory, the real number system, mappings, metric spaces and general topological spaces.

**MATH 4313 Introduction to Complex Variables ■**
3 hours--Prereq.: 3025. A study of the complex number system, functions of a complex variable, differentiation, integration, series, residues and poles, conformal mappings, and applications to the physical sciences.

**MATH 4811 History of Mathematics ■**
1 hour--Prereq.: 3025 or departmental approval. The historical development of mathematical concepts and symbolism.

**MATH 4915 Methods of Teaching Secondary Mathematics**
5 hours--Prereq.: 2825 or departmental approval. A study of secondary school mathematics pedagogy. Topics include: instructional strategies; motivational techniques; lesson planning; diversity issues; assessment; classroom management; resources; learning aids; textbook selection. Open only to math education majors and minors.

**MATH 4923 Perspectives in Mathematics ■**
3 hours--Prereq.: 3033 and senior standing. Historical and contemporary perspectives in mathematics with emphasis on connections, oral and written communication, and synthesis of ideas. Includes senior-level assessment of the major. Open to senior mathematics majors only.

**MATH 4981-4 Seminar in Mathematics (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**MATH 4991-4 Individual Study in Mathematics (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

■ Denotes a Liberal Arts course.

**MATH 5981-4 Seminar in Mathematics (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**MATH 5991-4 Individual Study in Mathematics (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours in mathematics. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Medical Technology

**MEDTE 1611 Orientation to Medical Technology**
1 hour--An introduction to the skills and techniques essential for the professional medical technologist.

**MEDTE 4117 Clinical Microbiology**
7 hours--Lecture and supervised laboratory instruction in pathogenic bacteria, fungi, parasites, viruses, and antimicrobial susceptibility testing with emphasis on clinical decisions and medical significance. Includes quality control, computer applications, instrumentation, quality assurance/improvement, safety and governmental regulations.

**MEDTE 4125 Clinical Chemistry I**
5 hours--Lecture and supervised laboratory instruction in biochemistry methodology and clinical microscopy with emphasis on clinical decisions and medical significance. Includes quality control, computer applications, instrumentation, quality assurance/improvement, safety and governmental regulations.

**MEDTE 4236 Clinical Hematology**
6 hours--Lecture and supervised laboratory instruction in routine and special hematology studies correlating hematological findings with medical significance. Includes quality control, computer applications, instrumentation, quality assurance/improvement, safety and governmental regulations.

**MEDTE 4246 Clinical Immunology/Immunohematology**
6 hours--Lectures on immunologic (antigen-antibody) responses, serological methodology and theory of immunohematology as applied to blood groups, types, compatibility testing, and blood components. Supervised laboratory instruction in immunology and immunohematology methodology with emphasis on clinical decisions and medical significance. Includes quality control, computer applications, instrumentation, quality assurance/improvement, safety and governmental regulations.

**MEDTE 4325 Clinical Chemistry II**
5 hours--Lecture and supervised laboratory instruction in biochemistry methodology and clinical microscopy with emphasis on clinical decisions and medical significance. Includes quality control, computer applications, instrumentation, lab mathematics, quality assurance/improvement, safety and governmental regulations.

**MEDTE 4351 Topics in Medical Technology**
1 hour-- Lectures on principles and practices of the Medical Laboratory including management education (health care delivery system, ethics, professionalism, communication skills, human resources and financial management), regulations, and research design/special projects.

## Courses in Military Science

**MS 1000 Military Science Leadership Lab**
0 hour--A non-credit course required each semester for GOLD Program, soldiers and Military Science minors. This course provides leadership and management opportunities in formal and informal military settings.

**MS 1313 Introduction to Military Leadership and Personal Development**
3 hours--Introduces the student to the personal challenges and competencies that are critical for effective leadership. Students will learn how the personal development of life skills such as goal setting, problem-solving and time management relate to leadership, officership and the Army profession. Students will focus on and explore dimensions of the leadership attributes and core competencies in practical hands-on scenarios and exercises. Open to all students.

**MS 2113 Basic Leadership Camp**
3 hours--Explores the foundations of leadership by studying military history, and the prominent leaders and battles that shaped our country. Writing and briefing in the Army style are stressed through a series of written assignments and in-class briefings, and Candidates will read two books directly related to their personal growth and development. Candidates will continue to build on their land navigation skills through a series of written and practical land navigation exercises. Candidates are then required to apply their knowledge outside the classroom in a hands-on, performance-oriented environment during a weekly lab

**MS 2123 Foundations of Leadership**
3 hours--Focuses on the basics of small unit leadership and the Warfighting Functions. The course introduces the Candidates to the Troop Leading Procedures and how to apply them to the 5-Paragraph Operations Order. The ability to lead and follow is also covered through Team Building and communication exercises at squad level. Writing and briefing in the Army style are stressed through a series of written assignments and in-class briefings. Candidates will read two books during the semester that directly relate to the growth and development of their leadership skills. Candidates are then required to apply their knowledge outside the classroom in a hands-on, performance-oriented environment during a weekly lab

**MS 3315 Military Leadership and Management**
5 hours--Prereq.: National Guard OCS program approval. Studies small unit leadership fundamentals. Examines the junior officer's role and responsibilities in the leadership process. Addresses topics such as professional ethics, soldier/team development, and Army written and oral communication skills. Open to qualified undergraduate students who have been accepted to the Oklahoma National Guard OCS Program.

**MS 3325 Military Tactics and Operations**
5 hours--Prereq.: National Guard OCS program approval. Studies the fundamentals, techniques, and procedures of light infantry squad and platoon tactics. Develops leadership skills in planning, organizing, and executing small unit operations. Open to qualified undergraduate students who have been accepted to the Oklahoma National Guard OCS Program.

**MS 3412 Advanced Leadership Camp**
2 hours--Prereq.: National Guard OCS program approval. An intensive two-week period of pre-commissioning training. Oriented towards squad and platoon level operations in a field environment. Students plan, organize, and conduct small unit operations and training in a variety of leadership positions. Training takes place at a military installation. Open to qualified undergraduate students who have been accepted to the Oklahoma National Guard OCS Program.

**MS 3422 Foundations of Tactical Leadership**
3 hours--Prereq.: 2122 or GOLD Cadre approval. An examination of the challenges of leading tactical teams in the complex contemporary operating environment. This course highlights dimensions of terrain

analysis, patrolling, and operation orders. Further study of the theoretical basis of the Army Leadership Requirements Model explores the dynamics of adaptive leadership in the context of military operations. Students develop greater self-awareness as they assess their own leadership styles and practice communication and team-building skills. Contemporary Operating Environment case studies give insight into the importance and practice of teamwork and tactics in real-world scenarios. Open to all students.

## Courses in Music

Private instruction course numbers for music majors and minors are as follows: 2201, 2222, 3301, 3332. The last digit determines credit hours; a 1 credit hour course = 30 minutes of private instruction and a 2 credit hour course = 60 minutes of private instruction. The third digit in 1011 through 4082 indicates the number of terms the student has taken the instruction.

**MUS 1000 Performing Arts Recital**
0 hours--A non-credit course required each semester for music majors and minors. The course provides listening and performance opportunities in formal and informal concert settings.

**MUS 1113 Music Theory & Ear Training I ■**
3 hours--Beginning at a fundamental level, the elements of music including the study of pitch, rhythm, note reading, clefs, key signatures, scales, intervals, and chords, with reference to basic musical style, and includes laboratory sight singing and ear training practice. Three hours lecture and two hours lab weekly.

**MUS 1121 Vocal Diction I ■**
1 hour--Proper stage diction for singers of English and Italian through the use of the International Phonetic Alphabet. Not intended as a grammatical study. Fulfills one hour of the voice requirement for vocal and piano majors only. (Elective for all others.)

**MUS 1133 Music Theory & Ear Training II ■**
3 hours--The elements of music including the study of clefs, keys, scales, meters, rhythm, diatonic chords; theoretical applications of music through part writing, sight singing, ear training, computer assignments and keyboard harmony. Two hours lecture and two hours lab weekly.

**MUS 1233 Music Theory & Ear Training III ■**
3 hours--Prereq.: 1133. Further study of diatonic chords, harmonic progression, phrase structure, theoretical applications of music through part writing, analysis, sight singing, ear training, and keyboard harmony. Two hours lecture and two hours lab weekly.

**MUS 1511 Class Instruction in Brass Instruments ■**
1 hour--Extra fee charged. Class instruction in one brass instrument and survey of entire brass choir. Course may be repeated, if approved, to provide for instruction in different instruments.

**MUS 1521 Class Instruction in Wind Instruments**
1 hour--For music education students in the vocal and piano concentrations. Instruction includes "hands-on" experience, including teaching and performing on wind instruments at basic, beginning, and intermediate levels of both performance pedagogy and literature.

**MUS 1611 Class Instruction in Woodwind Instruments ■**
1 hour--Extra fee charged. Class instruction in one woodwind instrument and survey of entire woodwind choir. Course may be repeated on same basis as MUS 1511.

**MUS 1711 Class Instruction in String Instruments ■**
1 hour--Class instruction in one string instrument and survey of entire string choir. Course may be repeated on same basis as MUS 1511.

**MUS 1811 Class Instruction in Percussion Instruments ■**
1 hour--Extra fee charged. Class instruction in one percussion instrument and survey of entire percussion choir. Course may be repeated on same basis as MUS 1511.

**MUS 1911 Class Piano I**
1 hour--Extra fee charged. Group instruction in applied piano, special emphasis on theoretical concepts relevant to keyboard facility development, sight reading of historical keyboard styles and fundamentals of keyboard harmony pedagogy.

**MUS 1921 Class Piano II**
1 hour--Extra fee charged. Group instruction in applied piano, special emphasis on theoretical concepts relevant to keyboard facility development, sight reading of historical keyboard styles and fundamentals of keyboard harmony pedagogy.

**MUS 2111 University Singers**
1 hour-- The study of choral music with emphasis on the historical, theoretical and performance-practice aspects of music for large ensembles, leading to the performance of the literature.

**MUS 2122 Introduction to Sacred Music**
2 hours--An introduction to the field of Sacred Music. An examination of varying music types found in different denominations from both a philosophical and historical perspective. Students will gain an understanding of the different types of sacred music used in a liturgical as well as secular setting.

**MUS 2131 Small Vocal Ensemble (Scheduled by specific title)**
1 hour--The study of choral music with emphasis on historical, theoretical and practice aspects of vocal chamber music, including staged productions.

**MUS 2142 Hymnology and Liturgy**
2 hours--The study of traditional sacred music. Course content includes the historical study of traditional hymns and choral music appropriate for the sacred music field.

**MUS 2152 Guitar and Contemporary Worship**
2 hours--The study of contemporary sacred music using the guitar as the main performance medium. Students will learn the basic guitar technique and harmonic vocabulary necessary for the performance of contemporary sacred music.

**MUS 2211 Band**
1 hour--Study of the historical, theoretical, acoustical and pedagogical aspects of band music, leading to the performance of symphonic band literature.

**MUS 2201 Minor Instrument (Lower Level - Applied Music)**
1 hour--Prereq.: Departmental approval. Private instruction for majors and minors, field of study identified in section number: B - Brass, C - Percussion, P - Piano, R - Stringed Instrument, V - Voice, W - Woodwind. May be repeated for credit.

**MUS 2222 Major Instrument (Lower Level - Applied Music)**
2 hours--Prereq.: Departmental approval. Private instruction for majors and minors, field of study identified in section number: B - Brass, C -Percussion, P - Piano, R - Stringed Instrument, V -Voice, W -Woodwind. May be repeated for credit.

**MUS 2231 Jazz Ensemble**
1 hour--The development of skills necessary for the teaching, performance, and directing of jazz music via the study of jazz history, comparison of jazz styles, and theoretical applications of jazz improvisation. Admission by audition.

**MUS 2311 Small Instrumental Ensemble (Scheduled by specific title)**
1 hour--The development of skills necessary for the teaching and directing of chamber music with emphasis on historical, theoretical, and acoustical concepts.

**MUS 2422 Introduction to Music Education ■**
2 hours--Introduction to the unique role of music and the arts in American education, from both a philosophical and historical perspective. The primary emphasis of the course is the development and understanding of a rationale for including music in the public school curriculum.

**MUS 2433 World Music ■**
3 hours--The study of significant music of non-western cultures (Africa, Asia, Middle Eastern), and of the Americas (Latin America and Native North America). Styles and traits of specific ethnic music.

**MUS 2533 Music in Life ■**
3 hours--Study of significant music of Western cultures from the middle ages to the present.

**MUS 2881-4 Special Studies in Music (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**MUS 2911 Class Piano III**
1 hour--Extra fee charged. Applied instruction in groups with emphasis on keyboard facility, sight reading, and keyboard harmony.

**MUS 2921 Class Piano IV**
1 hour--Prereq.: 2911 or instructor's permission. Extra fee charged. Group instruction in applied piano, special emphasis on theoretical concepts relevant to keyboard facility development, reading of historical keyboard styles and fundamentals of keyboard harmony pedagogy.

**MUS 2931 Introduction to Fundamental Music ■**
1 hour--Music theory and fundamental skills development, including instruction in recorder, voice, autoharp, piano, and rhythm/melodic instruments. Provides a rudimentary level of functional music.

**MUS 3012 Sacred Music Organization**
2 hours--Prereq.: 2122. Organization and methodology of sacred music programs including the creation of budgets, administrative issues and presentation to the public. Study of pedagogy and rehearsal techniques appropriate for different age levels found in sacred music.

**MUS 3021 Sacred Music Internship**
1 hour--Prereq.: 2122. A supervised professional sacred music internship in a church, supervised by faculty.

**MUS 3113 Music Theory & Ear Training IV ■**
3 hours--Prereq.: 1233. Chromatic harmony, modulation and theoretical applications of music through part writing, computer assignments, composition, analysis, sight singing, ear training and keyboard harmony. Two hours lecture and two hours lab weekly.

**MUS 3121 Piano Literature I ■**
1 hour--Prereq.: Instructor approval. An analytical and historical survey of the prominent composers, works, pianists, collations and editions of piano literature from its origin to the Romantic Era; a history of keyboard instruments to the present.

**MUS 3211 Principles of Conducting ■**
1 hour--Intro course in conducting; objectives include learning beat patterns, proper posture, use of baton and expressive gestures necessary for clear and precise style; develop confidence and leadership through live conducting experiences.

**MUS 3221 Band Literature ■**
1 hour--Prereq.: Permission of instructor. A survey of graded materials for junior high and high school band and wind ensembles, with attention to interpretation and style in the historical development of the literature, including transcriptions.

**MUS 3232 Marching Band Techniques**
2 hours--Fundamentals and organization of marching bands; precision drill and pageantry; charting and rehearsal procedures/problems; drill design; musical analysis and interpretive writing; horn placement; teaching techniques.

**MUS 3241 Vocal Diction II**
1 hour--Prereq.: 1121. A continuation of Vocal Diction I, applying the International Phonetic Alphabet and proper stage diction rules to German and French languages.

**MUS 3301 Minor Instrument (Upper Level - Applied Music)**
1 hour-- Prereq.: Departmental approval. Private instruction for majors and minors, field of study identified in section number: B - Brass, C -Percussion, P - Piano, R - Stringed Instrument, V - Voice, W - Woodwind. May be repeated for credit.

**MUS 3311 Advanced Class Instruction in Brass Instruments ■**
1 hour--Extra fee charged. Continuation of 1511. Course may be repeated on same basis as 1511.

**MUS 3321 Choral Literature ■**
1 hour--Prereq.: Permission of instructor. A survey of graded choral literature of the Renaissance through Modern Periods suitable for junior high and high school groups, with attention to interpretation, style and diction in the historical development of the literature.

**MUS 3332 Major Instrument (Upper Level - Applied Music)**
2 hour--Prereq.: Departmental approval. Private instruction for majors and minors, field of study identified in section number: B - Brass, C - Percussion, P - Piano, R - Stringed Instrument, V - Voice, W -Woodwind. May be repeated for credit.

**MUS 3411 Advanced Class Instruction in Woodwind Instruments ■**
1 hour--Extra fee charged. Continuation of 1611. Course may be repeated on same basis as 1511.

**MUS 3421 Solo Vocal Literature ■**
1 hour--Prereq.: Permission of Instructor. A survey of graded solo literature for all voice ranges suitable for the junior high and high school levels, with attention to interpretation, style and diction.

**MUS 3521 Piano Pedagogy I ■**
1 hour--Prereq.: Permission of instructor. A study of the philosophical approaches for presenting materials in piano instruction. Students explore the historical developments in keyboard pedagogy, learning theory and communication in group or private piano.

**MUS 3621 Vocal Pedagogy ■**
1 hour--Prereq.: Permission of instructor. An introduction to the pedagogy of singing. The course includes an overview of the fundamentals of vocal

acoustics, the basic anatomy and physiology of singing, the process of breathing and support, the process of phonation, and the process of vowel production and articulation.

**MUS 3633 History of Music Through Bach ■**
3 hours--Prereq.: Departmental approval. A study of music from the earliest time through J. S. Bach.

**MUS 3643 History of Music Since Bach ■**
3 hours--Prereq.: Departmental approval. A study of music from the end of the Baroque era to the present.

**MUS 3721 Piano Accompanying I**
1 hour--Prereq.: Permission of instructor. A lecture and discussion course analyzing the history of accompanied solo and ensemble vocal music; preparation and discussion of literature and acquisition of skills in improvisation, score reading, transposition and sight reading.

**MUS 3812 Counterpoint ■**
2 hours--Prereq.: 3113. Study based on the style of J. S. Bach. Practical application in the writing of original contrapuntal exercises. Correlated ear training.

**MUS 3831 Instrumental Conducting**
1 hour--Prereq.: 3211. Continuation of 3211, for instrumental majors.

**MUS 3851 Advanced Class Instruction in Percussion Instruments ■**
1 hour--Extra fee charged. Continuation of 1811. Course may be repeated on same basis as 1511.

**MUS 3871 Choral Conducting**
1 hour--Prereq.: 3211. Choral experience from viewpoint of singer and conductor, using works from all periods of Western music.

**MUS 3912 Methods of Teaching Music for Elementary Teachers ■**
2 hours--Music education practices relating to elementary music classrooms; standard music education methods; learning theories in music education; development of lesson plans in music; opportunities to present lessons to children.

**MUS 4113 Musical Form and Analysis ■**
3 hours--A survey and analysis of the philosophical approaches to musical forms, genre and stylistic elements of historical eras and application of conditioned response and processes to the student's major.

**MUS 4121 Piano Literature II ■**
1 hour--Prereq.: Instructor approval. An analytical and historical survey of the prominent composers, works, pianists, collections and editions of piano literature from the Romantic Era to the present; a study of 20th Century techniques and innovations.

**MUS 4263 Modern Harmony**
3 hours--20th century compositional practices. Practical application via original exercises.

**MUS 4412 Music in the Elementary School ■**
2 hours--Prereq.: Departmental approval. Teaching music in the elementary grades, including learning theories as they apply to music; rationale for music in public education via musical history and philosophy; principle music methodologies, including, Kodaly and Orff.

**MUS 4432 Instrumental Music in the School ■**
2 hours--Prereq.: Departmental approval. Problems and methods of teaching instrumental classes and organizations at all skill levels. Emphasis on pedagogy and rehearsal techniques.

**MUS 4512 Administration of Instrumental Music Programs ■**
2 hours--Prereq.: Departmental approval. The study of administrative procedures of the public school instrumental director.

**MUS 4521 Piano Pedagogy II ■**
1 hour--Prereq.: Permission of Instructor. A continuation of concepts presented in MUS 3521; students are, in addition, provided laboratory experience in the teaching of piano to children and adults. Emphasis is given to the development of successful teaching studios.

**MUS 4532 Vocal Music in the Secondary School ■**
2 hours--Prereq.: Departmental approval. Teaching music in the junior and senior high schools, including basic pedagogical concepts, both anatomical and philosophical; genres of suitable literature; special productions, including budgetary considerations.

**MUS 4721 Piano Accompanying II ■**
1 hour--Prereq.: Permission of Instructor. A lecture and discussion course analyzing the history of accompanied instrumental literature; preparation and discussion of literature and acquisition of skills in improvisation, score reading, transposition and sight reading.

**MUS 4981-4 Seminar in Music (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**MUS 4991-4 Individual Study in Music (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**MUS 5313 Music for Elementary Teachers ■**
3 hours--Prereq.: 3912 or equivalent. Study and practical application of problems involved in music education, grades 1-6, with emphasis on acquiring skills necessary for successful teaching at any grade level.

**MUS 5413 Choral Materials ■**
3 hours--A study of materials and techniques used in the organization, training, and conducting of choral groups in the secondary school.

**MUS 5513 Advanced Conducting and Score Reading**
3 hours--Prereq.: 3211 and 3831 or 3871. Analysis of materials, problems of organization, and study of literature of conducting, both instrumental and vocal; practice in score reading and conducting.

**MUS 5981-4 Seminar in Music (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**MUS 5991-4 Individual Study in Music (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours music. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Native American Studies

**NAS 1113 Introduction to Native American Studies ■**
3 hours--This course introduces students to the field of Native American Studies, to historical and contemporary Indian issues, to potential career opportunities with Indian nations, and helps prepare students for course work in the Native American Studies major and minor. Course includes guest presenters, films, lectures, and discussions.

■ Denotes a Liberal Arts course.

**NAS 2113 Chickasaw Humanities: Comparing Cultures** ■
3 hours--A study of the thought and culture of the Chickasaw Nation (and other relevant southeastern nations) using oral tradition, written studies, works of art, and musical and dramatic performances. These approaches will be compared to "western humanities".

**NAS 2123 Chickasaw Humanities: Chickasaw Culture** ■
3 hours--A study of the thought and culture of the Chickasaw Nation (and other relevant southeastern nations) using oral tradition, written studies, works of art, and musical and dramatic performances. These approaches will be compared to other Native American tribes.

**NAS 2881-4 Special Studies in Native American Studies (Subject named in title listing)** ■
1 to 4 hours--Directed group study on special subject, problem, or topic in Native American Studies.

**NAS 3003 Tribal Sovereignty and Federal Indian Policy** ■
3 hours--This course is formulated and structured as a general introduction for students to Tribal Sovereignty and federal Indian Policy using a combination of online lectures, presentation slides, and readings.

**NAS 3013 Intro to Native American Language** ■
3 hours--General linguistic survey of the indigenous languages of North America through the use of readings, inclass discussions, videos, audio, and completion of a written language sketch.

**NAS 4113 Research in Native American Studies** ■
3 hours--Prereq.: 12 hours completed in the NAS program. Capstone seminar in Native American Studies. Students develop a research project on an issue in Native American Studies and develop a written and oral presentation of their work.

**NAS 4223 Internship in Native American Studies** ■
3 hours--Prereq.: 12 hours completed in the NAS program. Internship with an approved Native American program.

**NAS 4981-4 Seminar in Native American Studies (Subject named in title listing)** ■
3 hours--Directed group study on a special subject or problem.

## Courses in Nursing

**NRSG 1142 Introduction to Professional Nursing**
2 hours--Orientation to nursing with a focus on today's healthcare, professionalism, communication and collaboration. (May be taken prior to or upon acceptance to the Nursing program.)

**NRSG 2104 Foundations in Nursing**
4 hours-- Introduces fundamental concepts, skills, and techniques of nursing practice, including an emphasis on basic
cognitive, affective, and psycho-motor skills, patient-centered care, and evidence-based practice. Emphasis on the
performance and communication of concepts, skills, and techniques will be covered in laboratory hours. (Full acceptance into the Nursing Program required.)

**NRSG 2224 Physical Assessment**
4 hours-- Develop and practice communication skills and techniques of assessment for clients across the lifespan. Emphasis on the performance and communication of assessments will be covered in laboratory hours. (Full acceptance into the Nursing Program required. )

**NRSG 2881-4 Special Studies in Nursing (Subject named in title listing)** 1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem. Classroom and clinical TBA.

**NRSG 3118 Med-Surg Nursing I**
8 hours--Lecture will cover topics related to nursing care for clients across the lifespan. Focus will be on safe, high-quality, client-centered care, incorporating effective use of informatics
systems, developing critical thinking skills, professional nursing practice, and the foundational concepts of health promotion and disease prevention across the continuum. Laboratory /clinical time required as well as travel. (Full acceptance to the Nursing Program required.)

**NRSG 3193 Pharmacology I**
3 hours--Introduction to the terms, concepts, and physiological principles underlying the use of pharmacological agents to promote safety and high-quality care. Students will learn classes of commonly used pharmacological agents including modes of action, usual dosages, contraindications, adverse effects and nursing management of clients receiving medications. (Full acceptance to the Nursing Program required.)

**NRSG 3218 Med-Surg Nursing II**
8 hours--This is a continuation of NRSG 3118. Lecture will include topics related to nursing care for clients across the lifespan. With increased complexity, continued focus will be on safe, highquality, client-centered care, effective use of informatics systems, increasing the developmentof critical thinking skills, along with prioritization and delegation, professional nursing pracatice, and the conceps of health promotion and disease prevention across the continuum. Labrator/clinical time required. Travel required. (Full acceptance to the Nursing Program required.)

**NRSG 3223 Health Assessment**
3 hours--Skills and techniques of interviewing and obtaining health history and medication knowledge for varying populations will be assessed. Physical assessment techniques, clinical reasoning, and documenting with informatics will be emphasized. Asynchronous online delivery of course work may include but is not limited to: assignments, discussions, APAformat portfolio papers, and computer simulated labs. (This course should be taken the 1st term of the Nursing Program.)

**NRSG 3333 Contemporary Professional Nursing**
3 hours-- Course focuses on the application of nursing theory to the development of nursing diagnosis and utilization of the nursing process. Asynchronous online delivery of course work may include but is not limited to: assignments, discussions, APA format portfolio papers, and computer-simulated labs. (Full acceptance to the Nursing Program required.)

**NRSG 3393 Pharmacology II**
2 hours– Continuation of NRSG 3193. Students will apply terms, concepts, and physiological principles underlying the use of pharmacological agents, promoting safety and high-quality care. The evaluation of commonly used pharmacological agents including modes of action,usual dosages, contraindications, adverse effects, and nursing management of clientsreceiving medication will be continued. (Full acceptance into the Nursing Programrequired.)

**NRSG 3883 Nursing Research**
3 hours--Introducion to the research process and evidence-based pract (EBP). Emphasis is placed on ciritcal thinking, identifying and using nursing research in practice (EBP), effective use of informaics, as well as communicating and collaborating regarding best practice. (Full acceptance to the Nursing Program required)

**NRSG 3893 Nursing Research and Evidence Based Practice**
3 hours-- This course will focus on the research process as well as evidence-based practice (EBP). Emphasis is on identifying, review-

■ Denotes a Liberal Arts course.

ing, and implementing research in nursing practice (EBP), the use of informatics, and communication and collaboration in nursing research. Asynchronous online delivery of course work may include but is not limited to: assignments, discussions, APA format portfolio papers, and computer simulated labs. (Full acceptance to the Nursing Program.)

**NRSG 4164 Nursing-Childbearing Family**
4 hours-- A comprehensive approach to family nursing with an emphasis on clientcentered care, evidence-based practice, prioritization, communication and collaboration. Clinical will focus on cultivating critical thinking skills and applying professional nursing practice. (Full acceptance into the Nursing Program required.)

**NRSG 4214 Psychiatric-Mental Health Nursing**
4 hours-- Focuses on behavioral and psycho-dynamic concepts and theories, together with their applications, and the therapeutic use of self to modify emotional and/or psychiatric disequilibrium and promote mental health in individuals, families and communities. Cultivates critical thinking and professional practice. Laboratory/clinical hours and travel required. (Full acceptance to the Nursing Program required.)

**NRSG 4283 Community Health Nursing**
3 hours--Focus on principles and practices of community health nursing as applied to health promotion and the disease prevention needs of individuals, families, and communities in various settings and across the continuum of health care environments from local to global perspectives. Lecture and laboratory/clinical time required. Travel also required. (Full acceptance to the Nursing Program required.)

**NRSG 4375 Med-Surg Nursing III**
5 hours-- This is a continuation of NRSG 3118 & NRSG 3218. Lecture will cover topics related to nursing care for clients across the lifespan in acute and chronic health situations. With increased complexity, continued focus will t be on safe, highquality, client-centered care, effective use of informatics systems, continued development of critical thinking skills ,and increased focus on prioritization and delegation, professional nursing practice, and the concepts of health promotion and disease prevention across the continuum. Laboratory / clinical time required. Travel also required. (Full acceptance to the Nursing Program required.)

**NRSG 4382 Concepts in Leadership and Management**
2 hours-- Focus on principles related to professional nursing concepts and practice through various methods, leadership applications, prioritization, delegation principles, and effectively using communication when working on interdisciplinary teams. Critical thinking and evidencebased practice is emphasized to promote a culture of safety and continuous quality improvement. (Full acceptance to the Nursing Program required.)

**NRSG 4513 Prioritization & Critical Thinking**
3 hours--Focus on synthesizing knowledge into critical thinking, prioritization, and application of the standards of nursing practice to care of clients across the healthcare continuum. Students will use informatics and evidence-based practice to analyze client data and improve healthrelated outcomes in diverse populations. (Full acceptance to the Nursing Program required.)

**NRSG 4617 Advanced Nursing Concepts I**
7 hours--Prereq.: Grade of "C" or better in 3223 and 3893; must be a registered nurse. This course focuses on processes and problems of aging applied to older adults in acute care and community settings. A major focus is applying QSEN concepts to acute or chronic client health situations, identifying at risk older adults, and developing, evaluating and modifying interventions. Community health nursing concepts from diverse rural to global perspectives are applied. Classroom, online and clinical hours. Travel required.

**NRSG 4629 Advanced Nursing Concepts II**
9 hours--Prereq.: Grade of "C" or better in NRSG 3223, 3893, and 4617; must be a registered nurse. Emphasis is on applying current leadership and management concepts to diverse health care and nursing practice settings. Communication and collaboration, critical thinking, evidence based practice and informatics are applied to complex clinical situations. Clients with complex multisystem problems are analyzed. Classroom, online and clinical hours. Travel required.

**NRSG 4633 Advanced Nursing Concepts: Aging**
3 hours-- Focuses on the processes and problems of aging applied to older adults in acute care and community settings. Use of QSEN concepts applied to acute or chronic client health situations, identifying at risk older adults, and developing, evaluating, and modifying interventions. Asynchronous online delivery of course work may include but is not limited to: assignments, discussions, APA format portfolio papers, and computer-simulated labs. (Full acceptance to the Nursing Program required.)

**NRSG 4644 Community & Public Health Nursing**
4 hours-- Includes applying community and public health nursing concepts from vulnerable populations, diverse rural populations, and global perspectives. Asynchronous online delivery of course work may include but is not limited to: assignments, discussions, APA format portfolio papers, and computer-simulated labs. (Full acceptance to the Nursing Program required.)

**NRSG 4654 Advanced Nursing Concepts: Critical Care**
4 hours-- Focuses on synthesis and application of standards of nursing practice to care of clients with multiple complex adaptational alterations. Informatics, and evidence-based practice will be used to analyze client data to promote improved health related outcomes in diverse populations. Asynchronous online delivery of course work may include but is not limited to: assignments, discussions, APA format portfolio papers, and computer-simulated labs. (Full acceptance to the Nursing Program required.)

**NRSG 4665 Leadership & Management in Nursing**
5 hours-- Emphasis is on applying current leadership and management concepts to diverse health care and nursing practice settings. Teamwork, communication, collaboration, clinical reasoning, critical thinking, evidence-based practice, and informatics are applied to both routine and complex situations to promote a culture of safety and continuous quality improvement. Asynchronous online delivery of course work may include but is not limited to: assignments, discussions, APA format portfolio papers, and computer-simulated labs. (Full acceptance to the Nursing Program required.)

**NRSG 4673 Healthcare Communications**
3 hours-- Departmental approval; Designed to cover the broad topics regarding healthcare and communication, and how various communication contexts and processes impact healthcare, as well as learning to use integration methods. Asynchronous online delivery of course work may include but is not limited to: assignments, discussions, APA format portfolio papers, and computer-simulated labs. (Full acceptance to the Nursing Program required.)

**NRSG 4683 Current Topics in Nursing**
3 hours-Departmental Approval; Designed to identify and examine current issues affecting the nursing profession. Topics will vary dependent upon current issues. Asynchronous online delivery of course work may include but is not limited to: assignments, discussions, APA format

portfolio papers, and computer-simulated labs. (Full acceptance to the Nursing Program required.)

**NRSG 4954 Transition to Professional Practice**
4 hours--Capstone course that facilitates exploration of ethical, legal, and social aspects of nursing practice. Focus is on the student progression to the professional nurse role. Clinical Preceptorship and travel required. (Full acceptance into the Nursing Program required.)

**NRSG 4981-5 Seminar in Nursing (Subject named in title listing)**
1 to 5 hours--Prereq.: Departmental approval. Directed group study of special topics or problems pertinent to nursing. Classroom and clinical hours TBA.

**NRSG 4991-4 Individual Study in Nursing (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study of a special nursing subject or problem. Open only to selected undergraduates. Classroom and clinical hours TBA.

**NRSG 5981-4 Seminar in Nursing (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and departmental approval. Directed intensive study on selected problem or special topic.

## Courses in Philosophy

**PHIL 2003 Being, Knowing, Doing: Introduction to Philosophy ■**
3 hours- This survey of philosophy acquaints students with figures and works in the discipline ranging from the ancient period to the present. It relates figures and works by demonstrating the way in which theories regarding the ultimate nature of reality (metaphysics) influence theories of knowledge (epistemology) and theories of personal and social conduct (ethics).

**PHIL 2013 Faith, Freedom, & Fate: Introduction to Philosophy of Religion ■**
3 hours- This class provides students with an introduction to philosophy and to the philosophy of religion. The philosophy of religion considers the nature of religious experience and classic and contemporary arguments for traditional articles of faith. The course examines religious phenomenon, such as prayer, as well as classical works where philosophy has been employed to achieve religious ends.

**PHIL 2023 Self, Society, & Justice: Introduction to Social Philosophy and Ethics ■**
3 hours- This class provides students with an introduction to significant areas in philosophy including identity theory, social and political theory, and moral philosophy. Drawing from classical to contemporary sources, it engages deeply philosophical questions, including: Who Am I? Who are We? And How Should We Live Together?

**PHIL 2033 Truth, Goodness, Beauty: Introduction to the Philosophy of Art ■**
This course is an introduction to the philosophy of art or aesthetics. Aesthetics refers to the philosophic discipline that studies things associated with taste, most notably art. Readings include works from prominent figures in aesthetics ranging from classic figures such as Plato to contemporary figures such as Martha Nussbaum.

## Courses in Physics

**B/C/P 4113 Methods of Teaching Biological and Physical Sciences**
3 hours–Prereq.: EDUC 4042 or 4632. Philosophy, methodology and resources for teaching high school (7th - 12th grade) biology, chemistry, and physics.

■ Denotes a Liberal Arts course.

**PHSCI 0123 Concepts in Science**
3 hours--A lecture/lab course designed to help the student develop an understanding of the processes and methods of scientific investigation, to gain an understanding of chemical and physical relationships and to develop an understanding and appreciation of how science is related to everyday occurrences in the life of the student. Emphasis will be on the conceptual development of basic ideas fundamental to physics and chemistry. This course is designed to be a remedial course to be taken by students needing to complete their college entrance requirements and does not satisfy the general education science requirement. Grading is "P" or "F".

**PHSCI 1114 General Physical Science ■**
4 hours--Student participation oriented lecture-laboratory course designed to assist the student in interpreting the physical environment. A study of important topics in physics, chemistry and astronomy. This course does not apply on major or minor in physics or chemistry, and is not designed to be taken by students who will complete courses in these fields.

**PHSCI 4013 Methods of Teaching the Physical Sciences**
3 hours--Prereq.: Departmental approval. Philosophy, methodology and resources for teaching high school chemistry and physics.

**PHYS 1114 General Physics I ■**
4 hours--Prereq.: MATH 1513 or department approval. Beginning course in mechanics and thermodynamics. 3 hours lecture, 2 hours lab. (NOTE: Degree credit not allowed in both PHYS 1114 and PHYS 2115.)

**PHYS 1214 General Physics II ■**
4 hours--Prereq.: 1114. Beginning course in electricity, magnetism, waves and sound, and optics. 3 hours lecture, 2 hours lab. (NOTE: Degree credit not allowed in both PHYS 1214 and PHYS 2225.)

**PHYS 1314 Astronomy ■**
4 hours--A non-mathematical treatment of introductory astronomy. Topics of interest include a study of the constellations, theories of planetary motion, theories of evolution of the universe, and such extragalactic objects as nebulae, star clusters, variable stars, binary stars and quasistellar objects. Laboratory work included.

**PHYS 2115 Engineering Physics I**
5 hours--Prereq.: MATH 2825. Vectors, kinematics and dynamics of particles, work and energy systems of particles, rotational kinematics and dynamics, gravitation, fluid mechanics and heat. 4 hours lecture, 2 hours lab. (NOTE: Degree credit not allowed on both PHYS 1114 and PHYS 2115.)

**PHYS 2225 Engineering Physics II**
5 hours--Prereq.: MATH 3025. Thermodynamics, vibrations, waves and sound, electricity, magnetism, optics, and radioactivity, 4 hours lecture, 2 hours lab. (NOTE: Degree credit not allowed in both PHYS 1214 and PHYS 2225.)

**PHYS 2812 Calculus Applications in Physics ■**
2 hours–Prereq.: 1114 and MATH 2825. Coreq.: 1214 and MATH 3025. Applications of differential and integral calculus to selected topics in mechanics, thermodynamics, waves, electricity, and magnetism.

**PHYS 2881-4 Special Studies in Physics (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**PHYS 3013 Modern Physics ■**
3 hours--Prereq.: 2225. The quantum theory, Bohr's theory of the hydrogen atom, Einstein's theory of relativity.

**PHYS 3113 Mechanics I ■**
3 hours--Prereq.: 2115 and MATH 3025. Linear motion, momentum, potential theory, conservative forces.

**PHYS 3123 Mechanics II ■**
3 hours--Prereq.: 3113. Langrangian and Hamiltonian mechanics.

**PHYS 3213 Basic Electronics ■**
3 hours--Prereq.: 1214 or 2225. An introductory course in electronics which covers such topics as digital electronics, circuit theory, solid state theory, commonly used integrated circuits, analog to digital conversion, microprocessor basics, and power supplies.

**PHYS 3222 Medical Physics ■**
2 hours--Prereq.: 1214 or 2225. Intended for those interested in medical physics, radiology, pre-medicine, and biology. Introduction to x-rays, magnetic resonance imaging, computed tomography, ultrasound, nuclear medicine, gamma knife, radiation therapy, radioisotopes, and brachytherapy. Various careers in medical physics and medicine will also be examined as well as the preparation required in these fields.

**PHYS 3231- Basic Elecontronics Labratory ■**
1 hour-- Prereq: PHYS 3213, PHYS 1214, or PHYS 2225. Basic experiments in analog and digital electronics to accompany PHYS 3213 BasicElectronics.

**PHYS 3412 Junior Physics Laboratory ■**
2 credit hours, 4 lab hours--Prereq.: 1214 or 2225 and MATH 2825. Advanced experiments in classical and modern physics.

**PHYS 3511 Junior Physics Laboratory ■**
1 hour--Prereq.: 1214 or 2225 and MATH 2825. Principally electricity and light; varied as necessary. Open to undergraduates only.

**PHYS 3611 Ultrasound Physics Laboratory ■**
1 hour–Prereq.: 1214 or 2225. Laboratory course in ultrasound physics which covers general design and function of transducers, echo signal description, measuring depth in time, depth, build, and motion modes; Fourier transform calculations of frequency, effects of sound in various media, calculation of various properties of matter using sound waves, use of phantoms in imaging, propagation of sound in matter, use of continuous and pulsed wave transducers, and delivery of energy via sound waves.

**PHYS 3713 Thermodynamics ■**
3 hours--Prereq.: 2225 and MATH 3025. Properties of substances and principles governing changes in form of energy. First and second laws.

**PHYS 3813 Optics ■**
3 hours--Prereq.: 1214 or 2225 and MATH 3025. Geometrical and physical optics.

**PHYS 4113 Electricity and Magnetism-Field Theory ■**
3 hours--Prereq.: 2225 and MATH 3025. Electric and magnetic fields. Gauss's theorem, potential theory, Maxwell's equations.

**PHYS 4222 X-ray and Nuclear Physics Laboratory**
2 hours--Prereq.: 3013, Coreq: 4313. Course involves laboratory experience in the study of gamma spectroscopy using a NaI detector, x-ray diffraction studies, and other nuclear physics topics.

**PHYS 4313 Introduction to Nuclear Physics ■**
3 hours--Prereq.: 3013 and MATH 2825. Prereq. or Coreq.: MATH 3025. Nuclear disintegrations, nuclear structure, neutron physics.

**PHYS 4413 Advanced Electronics ■**
3 hours--Prereq.: 4113. A continuation of the topics introduced in PHYS 3213 Basic Electronics.

**PHYS 4513 Quantum Mechanics ■**
3 hours--Prereq.: 3013 and MATH 3025. The Schrodinger equation, its statistical interpretation; physical meaning of quantum mechanics.

**PHYS 4713 Mathematical Physics ■**
3 hours--Prereq.: 3113. Functions of a real variable, Elliptic functions, Bessel functions, theory of integration, Fourier series and the LaPlace Transform.

**PHYS 4981-4 Seminar in Physics (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**PHYS 4991-4 Individual Study in Physics (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**PHYS 5214 Theoretical Mechanics**
4 hours--Prereq.: 3123. The Hamiltonian equations, Lagrange's formulation, canonical transformations and relativity mechanics.

**PHYS 5981-4 Seminar in Physics (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**PHYS 5991-4 Individual Study in Physics (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours physics. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

## Courses in Political Science

**LSPS 2153 Introduction to Law ■**
3 hours--Prereq.: PS 1113 or departmental approval. An examination of the nature of law, the structure and functions of the American courts and judiciary, selection of judges, and political influences on judicial decisions.

**LSPS 3113 Constitutional Law: Issues of National Power ■**
3 hours--A study of the powers of the Federal courts, the Congress, the President, and the distribution of authority between the national and state governments; contracts, the commerce and tax powers, as these relate to government regulation of the national economy, and the 14th Amendment.

**LSPS 3133 Civil Rights and Liberties ■**
3 hours--This course examines major Supreme Court decisions including how the Due Process Clause has been applied in the in the criminal justice system as well as how the Equal Protection Clause of the 14th Amendment has been used to protect people on the basis of race, sex, sexual orientation, and gender identity. Privacy law, gun rights, and voting rights are also examined.

**LSPS 3143 First Amendment Law ■**
3 hours--Studies the Supreme Court's interpretation of the First Amendment, with an emphasis on its religion and speech clauses. The political, historical, and theoretical background of the cases is also considered.

■ Denotes a Liberal Arts course.

**LSPS 4883 Jurisprudence ■**
3 hours--Prereq.: 2153. Jurisprudence is the philosophy of law. This course examines the leading schools of thought that influence legal thinking and decision making, including natural law, positivism, legal realism, and others.

**LSPS 4981-4 Seminar in Law (Subject named in title listing) ■**
1 to 4 hours--Directed group study on a special subject or problem.

**PS 1113 United States Government ■**
3 hours--Origin, organization, form, functions and functioning of the United States Government, including political parties.

**PS 2113 Introduction to Political Science ■**
3 hours--The origin, nature, and function of government, principles and methods of political organization and development.

**PS 2213 U.S. Governmental Issues and Their Politics ■**
3 hours--A study of the domestic policies of the national government, with particular emphasis given to issues and policies of the period since the New Deal of the 1930's.

**PS 2881-4 Special Studies in Government (Subject named in title listing) ■**
1 to 4 hours--Directed group study on special subject or problem.

**PS 3163 Political Science Research Methods ■**
3 hours--The focus of this course is the scope and methods of political science research. It concerns the "science" part of political science, specifically, how to apply the scientific method to political research by developing theoretical explanations of political phenomena and empirically testing these theoretical explanations. The goal of the course is to enable students to complete significant political science research projects.

**PS 3173 Campaigns and Elections ■**
3 hours--This course will examine the behavior of candidates and voters in American local, state, and federal elections. A focus will be placed on how to run a political campaign, including campaign structure, field operations, precinct organization, scheduling, voter targeting, and budgets. The role of the press, money in politics, and the increasing influence of political consultants will also be covered.

**PS 3183 Women in Politics ■**
3 hours--This course focuses on the role of women in United States politics and in the global context. Topics include the expansion of women's rights and roles, feminist theory, and barriers to equality.

**PS 3193 Tribal Politics ■**
3 hours--This course will survey tribal government and politics in the United States with a special emphasis on the intergovernmental relationships among tribal, local, state, and federal governments.

**PS 3523 Political Philosophy ■**
3 hours--Selected political philosophers from Socrates to Hegel. This course will survey major political philosophers through the Middle Ages.

**PS 3613 U.S. Political Thought ■**
3 hours--A survey of the major developments in U.S. political thought from the colonial period to the present, with some comparison with major continental political ideas.

**PS 3633 The U.S. Presidency ■**
3 hours--The politics of presidential selection, the authority of the office, the processes for formulating and executing public policy, and the influence of personality on performance.

**PS 3723 Oklahoma Politics ■**
3 hours--This course will survey Oklahoma political institutions and political history. Topics include the three branches of Oklahoma state government, elections, and political culture.

**PS 3823 Introduction to Public Management ■**
3 hours--An introduction to theory and practice in the management of public affairs. Particular emphasis is placed upon several themes and conceptual problems consistently appearing in the professional literature of public administration (e.g., ecology of administration, bureaucratic efficiency, administrative responsiveness and responsibility). Selected case studies and works of fiction may be utilized where appropriate.

**PS 3913 International Relations ■**
3 hours--An in-depth analysis of the actors and their relationships within the global community; the importance and limitations of power in the contemporary world.

**PS 4113 Political Parties ■**
3 hours--A survey of the origin and development of political parties in the United States; study of contemporary party organizations and issues.

**PS 4163 Post-Soviet Bloc Politics ■**
3 hours--A study of the government and politics of states in post-Soviet Central and Eastern Europe. Primary consideration will be given to post-Soviet Russia.

**PS 4353 Study of War ■**
3 hours--An investigation into the nature and causes of war within the global arena. Various types of wars will be identified and analyzed.

**PS 4433 Public Policy Making ■**
3 hours--An examination of various models of public policy making, leading to the analysis of various problems confronting government. The course is concerned with interest groups which influence policy making, the processes (governmental, institutional, and environmental) through which policies flow, the final conclusions of policy making, and the impact on Society.

**PS 4513 Modern Political Thought ■**
3 hours--This course will start with John Locke and pursue political philosophy down to the present, including the recent ideas and historical factors resulting in liberalism, socialism, communism, and fascism.

**PS 4823 U.S. Foreign Policy ■**
3 hours--A study of the U.S. foreign policy establishment. An investigation of the various factors that influence the making and the implementation of U.S. foreign policy. Attention will be focused on the purpose and objectives of U.S. foreign policy, especially since 1945.

**PS 4883 Political Science Capstone ■**
3 hours--Prereq.: 1113, 2113, and 3163. This capstone seminar course serves as the final course for the political science major. Students will concentrate on practical skills such as project managements, report writing, survey construction and data analysis, oral communication, and grant writing.

**PS 4941-6 Internship (Field named in title listing)**
1 to 6 hours--An in-depth study of the structure of a political institution, an area of public policy, political behavior, or intergovernmental relationships by assignment to work or study within a governmental or political entity.

**PS 4981-4 Seminar in Political Science (Subject named in title listing) ■**
1 to 4 hours--Directed group study on special subject or problem.

**PS 4991-4 Individual Study in Political Science (Subject named in title listing) ■**
1 to 4 hours--Directed individual study on special subject or problem. Open only to selected undergraduates.

**PS 5312 Current Topics in Political Science (Subject named in title listing) ■**
2 hours--The study of a selected topic of general interest in government, domestic or foreign. This course is designed primarily as general education for graduate students.

**PS 5981-4 Seminar in Political Science (Subject named in title listing) ■**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**PS 5991-4 Individual Study in Political Science (Subject named in title listing) ■**
1 to 4 hours--Prereq.: Graduate standing and sixteen hours history and other social studies, including eight hours political science. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**PSCOM 3863 Mass Media and U.S. Politics ■**
3 hours--An examination and assessment of the power and influence of the mass media in U.S. politics; emphasis will be centered on the medium of television.

## Courses in Psychology

**EDPSY 3513 Educational Psychology**
3 hours--Prereq.: Admission to Teacher Education; Coreq.: EDUC 3001 and EDUC 4632. Application of psychological theories to classroom teaching. Primary course topics include educational research and the scientific approach to teaching; education measurement and evaluation; and theories of development, learning and motivation as they apply to classroom instruction, management and discipline.

**EDPSY 5143 Introduction to School Psychological Services**
3 hours--Prereq.: Departmental approval. Explores the role and function of School Psychometrists and School Psychologists, including responsibilities, credentialing, professional ethics, legal implications, referral sources, assessment and placement, consultation, intervention strategies, professional affiliations, and the role of School Psychometrists and School Psychologists in the administration of public education. Special emphasis given to the role of School Psychometrists and School Psychologists with respect to special needs children. This course is not an approved elective for Counseling Psychology (0860) students.

**EDPSY 5163 Cognitive Behavioral Theories and Methods of Counseling and Psychotherapy**
3 hours--Exploration and examination of theories and techniques utilized when functioning as a counselor or therapist within a cognitive and/or behavioral conceptual framework. Personality and behavior change is considered within the framework of a cognitive and/or behavioral perspective. Included are theories and techniques such as Rational-Emotive Therapy, Beck's Cognitive Therapy, Cognitive-Behavior Modification, Social Learning Theory and Milieu Therapy, and various approaches based upon operant and classical conditioning including systematic desensitization.

**EDPSY 5353 Standardized Group Tests**
3 hours--Theoretical rationale underlying the use of educational and psychological tests for the description, evaluation, prediction, and guidance of behavior: emphasizing those tests used in schools for the evaluation of academic areas, as well as those used in such settings as guidance centers and employment agencies.

**EDPSY 5363 Career Development**
3 hours--A variety of training experiences designed to prepare guidance personnel with competencies to provide their counselees with career development skills.

**EDPSY 5373 Personality Assessment for Children**
3 hours--Prereq.: EDPSY 5353 or PSYCH 4213. The study of methods and techniques for assessing children's behavior and their social and emotional development. The course will include formal and informal methods of assessing both internalizing and externalizing problems. Objective and projective methods will be studied. Students will be prepared to work in both educational and clinical settings.

**EDPSY 5403 Non-Traditional Assessment**
3 hours--Prereq.: 5143 and 5353. A study of alternative methods of child assessment including functional behavior assessment, standardized curriculum-based measurements, such as the Dynamic Indicators of Basic Early Literacy Skills (DIBELS), and response to intervention models of assessment. The primary focus of this course is learning assessment techniques that directly inform intervention. The course will include discussions about using such techniques to meet Federal requirements for Special Education eligibility.

**EDPSY 5433 Affective Theories and Techniques of Counseling and Psychotherapy**
3 hours--Prereq.: 5163. Exploration and examination of theories and techniques utilized when functioning as a counselor or therapist within an affective conceptual framework. Personality and behavior change is considered within the framework at an affective perspective. Included are theories and techniques such as client-centered therapy, Gestalt therapy, Existential therapy, Psycho-analytic therapy, and Reality therapy.

**EDPSY 5493 Practicum in School Psychology**
3 hours--Prereq.: 5163, 5693, PSYCH 5313 and 5473. The student will spend a minimum of 150 clock hours in an appropriate setting under the supervision of a Credentialed School Psychologist or a Licensed Psychologist.

**EDPSY 5553 Practicum in Counseling ■**
3 hours--Prereq.: 5433, EDUC 5413, PSYCH 5183, 5373, and 5403. The student will spend a minimum of 150 clock hours in supervised practical experience in professionally appropriate counseling and psychological activities at a facility engaged in furnishing psychological, medical, rehabilitative, counseling, or other socially relevant human services to a client population. Students will develop and refine competencies in the application of psychological principles and skills in order to function effectively as providers of counseling and psychological services. May be repeated for a maximum of 6 hours with department approval.

**EDPSY 5593 Internship in School Psychology I**
3 hours--Prereq.: 5493. The intern will spend a minimum of 600 clock hours under the supervision of a Credentialed School Psychologist or a Licensed Psychologist. The internship is a 2 semester experience which earns 3 credit hours a semester. Student will enroll in EDPSY 5613 Internship II after EDPSY 5593 Internship I has been completed for the remainder of the internship experience.

■ Denotes a Liberal Arts course.

**EDPSY 5613 Internship in School Psychology II**
3 hours--Prereq.: 5593. The intern will spend a minimum of 600 clock hours under the supervision of a Credentialed School Psychologist or a Licensed Psychologist. This course is the second part of a two-semester experience. The student will have completed EDPSY 5593 Internship I before enrolling in EDPSY 5613 Internship II.

**EDPSY 5693 Practicum in School Psychometry**
3 hours--Prereq.: 5143, 5353, 5403, PSYCH 5403 and 5433. The student will spend a minimum of 150 clock hours in an appropriate setting under the supervision of a Credentialed School Psychometrist or a Licensed Psychologist.

**EDPSY 5961-2 (Subject named in title listing)**
1 to 2 hours--Prereq.: Departmental approval. Directed group study on a special topic, normally of short duration. Grading is usually "P" or "F".

**HRPSY 3253 Psychology of Aging ■**
3 hours--Prereq.: PSYCH 1113. A survey introduction to the psychological aspects of later life with particular emphasis on the behavioral changes associated with the emotional, motivational, personality, social and environmental conditions of the elderly.

**PSYCH 1113 General Psychology ■**
3 hours--A survey of the major areas in psychology including motivation, perception, learning, memory and cognition, physiology, personality, social psychology, and abnormal behavior and treatment.

**PSYCH 2313 History and Systems of Psychology ■**
3 hours--Prereq.: 1113. A survey and integration of periods and principal fields of psychological thought, with emphasis upon the evolution of scientific method and its application to behavior.

**PSYCH 2403 Sociocultural Psychology ■**
3 hours--Prereq.: 1113. The sociocultural perspective is a theory used in fields such as psychology and is used to describe awareness of circumstances surrounding individuals and how their behaviors are affected specifically by their surrounding social, and cultural factors.

**PSYCH 2881-4 Special Studies in Psychology (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**PSYCH 3013 Industrial/Organizational Psychology ■**
3 hours--Prereq.: 1113. The study of concepts, models, and issues of organizational behavior in a manner that will help the student to develop the conceptional interpersonal and communicative skills that are needed for effective management in an organization.

**PSYCH 3023 Introduction to Health Psychology ■**
3 hours--Prereq.: 1113. Study of how biological, psychological, and social factors interact with and affect the promotion of good health and the prevention of illness. Emphasis is placed on how effectively people cope with and reduce stress and pain. This includes the recovery, rehabilitation, and psychosocial adjustment of patients with serious health problems.

**PSYCH 3053 Introduction to Clinical and Counseling Psychology** n
3 hours--Prereq.: 1113. Survey of theories, models, and techniques in clinical and counseling psychology. Students will be exposed to the science and practice of clinical and counseling psychology with an emphasis on professional ethics for psychologists. The course is intended to provide information for those considering a career in clinical or counseling psychology.

**PSYCH 3063 Physiological Psychology ■**
3 hours--Prereq.: 1113. Introductory survey of the physiological correlates of behavior. Among the topics discussed will be how physiology and biochemistry might interact with the environment to produce changes in learning, motivation, emotions, perceptions, and other behaviors.

**PSYCH 3093 Computer Software: Applications in Psychology ■**
3 hours--Prereq.: 3833 or departmental approval. The course is an introduction to the application of microcomputer software pertinent to the field of psychological research. Emphasis is placed on the operation and utilization of software for statistical analysis and graphic presentation of data.

**PSYCH 3114 Experimental Psychology ■**
4 hours--Prereq.: 1113, 3833 and 3933. An applied study of the procedures and methods of experimental research in psychology. The purpose of this course is for students to participate in the planning, designing and completion of an experimental research project.

**PSYCH 3463 Child and Adolescent Psychology ■**
3 hours--Prereq.: 1113. The study of human development of the individual from birth through adolescence with emphasis on applied issues in parenting, education, nursing and other professional human service fields.

**PSYCH 3613 Psychology of Learning and Cognition ■**
3 hours--Prereq.: Five hours psychology. A comprehensive study of the psychological theories of learning and cognition including current issues in human and animal behavior.

**PSYCH 3833 Behavioral Science Statistics ■**
3 hours--Prereq.: MATH 1223 or MATH 1513 or departmental approval. This course provides an introduction to descriptive, inferential, parametric, and nonparametric statistical techniques used in behavioral research. These techniques will include measures of central tendency, variability, correlation, regression analysis, t-tests, chi square and ANOVA. The purpose of the course is for students to develop competencies in calculating basic statistics, using computers for statistical analyses, engaging in hypothesis testing, and interpreting the statistical results in preparation for advanced research classes.

**PSYCH 3933 Writing and Design for Psychological Research ■**
3 hours--Prereq.: 1113 and 3833 or department approval. This course introduces writing and design in psychological research. The purpose of the course is for students to develop competencies in experimental design, research ethics, technical report writing using APA style, and data analysis using computer statistical programs.

**PSYCH 4001 Psychology Senior Seminar**
1 hour--Prereq.: Psychology major, senior standing. Psychology majors will learn about the various career options that exist for them and start to create a career plan necessary for them to pursue a graduate degree or work in the field with a psychology bachelor's degree.

**PSYCH 4112 Psychology of Exceptional Children ■**
2 hours--Prereq.: Psychology major, senior standing. Study of children who deviate significantly from the normal with reference to intellectual, sensory, physical, and neural functioning and behavior with special emphasis on understanding and modifying the behavior of such children. This course may not be taken for psychology degree credit.

**PSYCH 4133 Abnormal Psychology ■**
3 hours--Prereq.: Five hours psychology. Study of behavior likely to

be labeled abnormal with emphasis on factors involved in acquisition maintenance, and change of such behavior.

**PSYCH 4213 Psychological Tests and Measurements ■**
3 hours--Prereq.: Five hours psychology. A study of psychological testing principles and procedures, with special emphasis on intelligence tests, aptitude tests, achievement tests, interest inventories, developmental scales, and group personality tests. Experience is provided with tests commonly used for the identification, intervention, and placement of exceptional individuals.

**PSYCH 4323 Behavioral Management ■**
3 hours--Prereq.: 1113. Study of the basic principles of the experimental analysis of behavior. Emphasis on behavior as affected by environmental conditions.

**PSYCH 4413 Psychology of Personality ■**
3 hours--Prereq.: 1113. This course examines personality processes and the various theoretical approaches to the study of personality including psychodynamic, behavioral, phenomenological, trait, and social learning theories.

**PSYCH 4443 Child Development ■**
3 hours--Prereq.: 1113. The physical, mental, social, and emotional development of the individual from conception through the onset of adolescence with emphasis on psychological theories, developmental methodology and research.

**PSYCH 4453 Adolescent Development ■**
3 hours--Prereq.: 1113. The physical, mental, social and emotional development of the individual from puberty through the onset of young adulthood with emphasis on psychological theories, developmental methodology, and research.

**PSYCH 4981-4 Seminar in Psychology (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**PSYCH 4991-4 Individual Study in Psychology (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**PSYCH 5023 Advanced Social Psychology**
3 hours--This course provides an in-depth study of the interaction of humans with their social environment focusing on both a micro and macro systems perspective with special emphasis on theories and issues in applied social psychology and research.

**PSYCH 5043 Advanced Sport Psychology**
3 hours--Prereq.: Acceptance in MSPS - 0862, Sport Psychology. This course involves the application and synthesis of the best evidence-based practices in sport psychology that have been shown to result in optimal performance, health, and satisfaction. This course is not an approved elective for Counseling Psychology (0860) students.

**PSYCH 5063 Advanced Physiological Psychology**
3 hours-- An in-depth analysis of the neural and endocrine components of normal and abnormal behavior.

**PSYCH 5083 Sports Performance Enhancement Strategies**
3 hours--Prereq.: Acceptance in MSPS-0862, Sport Psychology & EDPSY 5163. The course is designed to provide students with the ability to assess and prescribe anaerobic and aerobic exercise programs as well as cognitive behavioral strategies for sports performance enhancement. This course is not an approved elective for Counseling Psychology (0860) students.

**PSYCH 5113 Theories of Personality and Human Behavior**
3 hours--An intensive study of the principles of human behavior with emphasis on description, understanding, prediction, and control of behavior.

**PSYCH 5143 Statistics and Design in Applied Psychology**
3 hours--Prereq.: EDPSY 5353. Major emphasis on students learning how to write, analyze, design, and conduct research in applied psychology.

**PSYCH 5153 Research in Applied Psychology**
3 hours--Prereq.: 5143. Major emphasis will be on students learning how to write, analyze, design, and conduct research in applied psychology.

**PSYCH 5173 Professional Orientation and Ethics in Clinical Psychology**
3 hours--Professional and ethical issues in clinical psychology are considered in light of general standards, evaluation, assessment, intervention, advertising and other public statements, therapy, privacy and confidentiality, teaching, training supervision, research, publishing, forensic activities, and resolving issues that individuals encounter in providing clinical services to clients and the principles that are incorporated in properly thinking through how to conduct oneself when such situations are encountered. A portion of each class is devoted to particular ethical and/or professional concerns with case studies that illustrate fundamental dilemmas and the relevant ethical guidelines.

**PSYCH 5183 Advanced Abnormal Psychology**
3 hours--Prereq.: 5113 or EDPSY 5163. Intensive study of behaviors likely to come to the attention of counselors and psychotherapists with emphasis on classification, etiology and intervention.

**PSYCH 5193 Health Psychology**
3 hours--The course will focus on the overlap of physiological and psychological health models within a biopsychosocial approach to understand how best to promote and maintain health, prevent and treat illness, adapt and thrive in the context of chronic illness, substance abuse concerns, as well as mental and physical health issues.

**PSYCH 5203 Applied Biomechanics**
3 hours--Prereq.: Acceptance in MSPS-0862, Sport Psychology, PSYCH 5063, EDPSY 5163. This course focuses on physiological scientific study of human movement, analysis of fundamental movements and the mechanical principles that apply to human motion and teaching movement skills. Emphasis is on the cognitive behavioral aspects of how skilled movement is gained, regulated, and adapted. This course is not an approved elective for Counseling Psychology (0860) students.

**PSYCH 5213 Life Coaching and Career Counseling**
3 hours--Prereq.: 5113 or EDPSY 5163. The course provides an understanding of career development and related life factors. Students will develop life coaching and career counseling skills by examining major career theories and models as well as the ways clients' attitudes, aptitudes, social interests, and family responsibilities impact lifestyle changes and career decisions.

**PSYCH 5313 Advanced Educational Psychology**
3 hours--Principles of learning, development, and social factors influencing learning motivation and achievement. Theoretical perspectives and research regarding development, social-cognition, learning and motivation are examined as these influence educational decisions and classroom practices.

■ Denotes a Liberal Arts course.

**PSYCH 5323 Classroom Behavior Modification**
3 hours--Prereq.: Departmental approval. A comprehensive introduction to applied learning theory in the classroom. Specific emphasis will be placed on the practical application of these principles in the control of appropriate and inappropriate classroom behavior.

**PSYCH 5333 Behavioral Intervention with Children**
3 hours--Prereq.: 5183 and EDPSY 5163. The course focuses on the utilization of empirically-based assessment and intervention with children having behavioral problems. Emphasis is placed on the functional analysis of behavior, contingency and crisis management.

**PSYCH 5363 Adolescent Psychopathology and Treatment**
3 hours--Prereq.: 5183 and EDPSY 5163. Study of the assessment, diagnosis, and treatment of adolescent behavioral and psychological disorders. Emphasis will be placed upon the utilization of empirically-based strategies.

**PSYCH 5373 Psychological Assessment**
3 hours--Prereq.: EDPSY 5353. The course provides an introduction to psychological tests that are used in clinical practice to assess social, emotional, and behavioral functioning. The course introduces measurement techniques and a variety of testing tools/instruments that are used in psychology to assist with clinical decision-making, as well as treatment progress. Students in this course will learn how to select appropriate instruments to address specific clinical questions, and receive hands-on training in a variety of assessments frequently administered in clinical settings. In addition, the course will discuss special topics, including ethical considerations in assessment.

**PSYCH 5403 Intellectual Assessment**
3 hours--Prereq.: EDPSY 5353. A study of the theories and principles underlying the individualized assessment of intellectual functioning. Specifically, students will learn how to administer, score, and interpret the Wechsler Scales and other intellectual assessment instruments, as well as learn observation, interview, and psychological report writing skills.

**PSYCH 5423 Stanford-Binet IV: Woodcock-Johnson**
3 hours--Prereq.: Six hours of psychology or departmental approval. The major emphasis is to provide training and practice in the administration, scoring, interpretation and utilization of the following assessment instruments: Stanford-Binet Intelligence Scale (4th edition) and Woodcock-Johnson Psycho-Educational Battery. Experience is provided in the synthesis and communication of psychological information.

**PSYCH 5433 Diagnostic Assessment ■**
3 hours--Prereq.: 5403. This course is a survey of diagnostic techniques which deal with academic skills, sensory motor skills, adaptive skills, language development, and social and emotional development. Emphasis is placed on the rationale and functions of such diagnostic instruments which would help specialists in psychometry, reading, and counseling to evaluate those aspects of behavior not currently assessed by traditional testing procedures.

**PSYCH 5443 Multicultural Consultation and Intervention**
3 hours--Prereq.: 5183 and EDPSY 5163. This course focuses on mental health, behavioral, and other models of consultation as applied in home, school, and community settings. Special emphasis is placed on multicultural issues and the cultural bases of behavior as an integral aspect of the consultation process. Students will learn efficient methods of data collection and how to incorporate and apply them effectively in decision-making throughout the consultation process.

**PSYCH 5473 Advanced Psychology of Childhood and Adolescence**
3 hours--Survey of literature from various fields to aid the student in understanding characteristics of childhood and adolescent growth and development. Emphasis is upon the development of skills in observing and interpreting the behavior of children and adolescents.

**PSYCH 5553 Practicum in Psychology**
3 hours--Prereq.: 5173, 5183, 5373, 5403 and EDPSY 5433. The student will spend a minimum of 150 clock hours in supervised practical experience in professionally appropriate counseling and psychological activities at a facility engaged in furnishing psychological, medical, rehabilitative, counseling, or other socially relevant human services to a client population. Students will develop and refine competencies in the application of psychological principles and skills in order to function effectively as providers of psychological services. May be repeated for a maximum of 6 hours with departmental approval.

**PSYCH 5563 Internship is Sport Psychology**
3 hours--Prereq.: Must be completed in the last semester of program coursework. The student will spend at least 400 clock hours in a supervised experience in sport psychology. At least 100 hours of the internship must be spent in direct contact with clients and at least 40 hours in direct supervision with a qualified mentor.

**PSYCH 5691-6 Master's Thesis**
1 to 6 hours--Prereq.: Departmental approval. Empirical research on a topic primarily psychological in content, including the development of a research proposal, collection of data, and preparation and submission of an acceptable thesis. May be repeated for a maximum of 6 hours with departmental approval.

**PSYCH 5981-4 Seminar in Psychology (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**PSYCH 5991-4 Individual Study in Psychology (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and twelve hours psychology. Directed intensive study on definite problem or special subject, based on approved outline or plan; conference, oral and written reports.

**PSYKN 5523 Sports in American Society**
3 hours--This course examines the influence of the social psychology on sport, the influence of society on sport culture, and how sport affects the social world we live in. Social psychology emphasis will be placed on how sport interacts with gender, race/ethnicity, culture, socioeconomic class, media relations, violence, deiance, and sexuality.

**PYSOC 2213 Social Psychology ■**
3 hours--Prereq.: PSYCH 1113 or SOC 1113. A study of the psychological aspect of behavior as these are modified in social interaction.

## Courses in Russian

**RUSS 1113 Elementary Russian I ■**
3 hours--(This course is designed for students who have had no previous study of the Russian language.) Students begin to develop the skills of listening, speaking, reading, and writing Russian. Students also learn interesting information about the culture of Russia.

**RUSS 1223 Elementary Russian II ■**
3 hours--Prereq.: 1113. Students continue to develop the skills which they began in the previous elementary Russian course.

**RUSS 2881-4 Special Studies in Russian (Subject named in title list-**

■ Denotes a Liberal Arts course.

**ing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**RUSS 4981-4 Seminar in Russian (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**RUSS 4991-4 Individual Study in Russian (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

## Courses in Fine Arts

**SFA 1000 Cultural Attendance**
0 hour--A non-credit course in which School of Fine Arts students will select five cultural events to attend, they must select one from each of the following areas: Art, Presentations, Music, Mass Communication, Theatre or Dance. The course provides an opportunity to develop a broader cultural awareness across disciplines. Each SFA student must enroll 2 times for graduation. Music students may apply attendance at musical performances toward MUS 1000 Performing Arts Recital.

## Courses in Science Education

**(See Courses in Education and Library Science)**

## Courses in Social Studies

**(See Courses in History)**

## Courses in Social Work

**SOWK 2113 Human Diversity and Social Justice**
3 hours--This course focuses on issues of human diversity and social justice. Elements of multiculturalism, discrimination and oppression will also be explored. This course is designed to assist social work students to be knowledgeable of societal and personal biases based on race, ethnicity, culture, religion, age, sex, sexual orientation, social and economic status, political ideology and/or disability. Students will learn and gain understanding about diverse populations, focusing on the discrimination, oppression, and the marginalization of these groups. Utilizing a strengths based perspective students will examine how to effectively engage, assess, and intervene with diverse populations, in an ethical, professional, and culturally competent manner.

**SOWK 2273 Introduction to Social Work and Social Welfare**
3 hours--Prereq.: Sophomore standing. Coreq.: 2521. Provides students with an overview of social work as a profession, its historical development, and knowledge, value and skills for practice. Informed sensitivity to all aspects of human diversity is emphasized and the advocacy role of social workers with oppressed and devalued populations. History, development, and philosophy of the social welfare institution in U.S. society and the role of the profession is explored.

**SOWK 2521 Professional Skills for Social Work and Social Welfare**
1 hour--Prereq. or Coreq. 2273: This course builds upon and reinforces the foundation of generalist social work knowledge, values, ethics, attitudes, and skills introduced in the SOWK 2273 Introduction to Social Work course. Students will learn about various types of social work writing including APA, Case Notes and Process Recordings, and Court and Agency Reports. Students will also study the Code of Ethics of the National Association of Social Workers and practice ethical decision-making. The course reinforces the skills necessary to implement the phases of the planned change model to social work practice. Students will be required to participate in a 15-hour field experience in a community agency.

**SOWK 3013 Social Work Practice I**
3 hours--Prereq.: 2273, 2521 and admission to the Social Work major. ONLY Social Work majors may be enrolled in this course. This first course in the social work practice curriculum sequence, emphasizes the preparation of students for competent strengths-oriented action with individuals, families, groups, organizations, and communities through use of professional knowledge, values and skills. A generalist practice framework, using a problem solving model approach is the context for the course. Students are introduced to relevant theoretical and conceptual frameworks for generalist practice and for work with diverse populations, including older adults.

**SOWK 3113 Leadership for Helping Professionals ■**
3 hours--This course will help to prepare individuals in the human services field to assume the role of leader within their organization. Content will provide students with the knowledge, values and skills needed to lead within complex human services agencies. Students will learn the characteristics that define positive executive leadership and utilize a combination of self-reflection and assessment to identify and refine these characteristics that the student possesses. Students will explore theories, models, and frameworks that influence executive leadership. Students will apply these concepts to case scenarios centered around ethical decision making in human services organizations.

**SOWK 3213 Child Welfare ■**
3 hours--This course provides students with a broad overview and history of the child welfare field of practice, the public child welfare system, and the role of social workers as they work with vulnerable and at-risk children and families. Focus of the course is on the dynamics of child abuse (sexual and physical) and child neglect, as well as prevention and appropriate interventions to address their elimination. Students will also gain an understanding of the laws and societal mechanisms for child protection.

**SOWK 3363 Social Work with Special Populations**
3 hours--This course is designed to help the student develop a perception of the knowledge and skills needed for working with special populations groups, such as elderly, poor, women, and minorities. The course will address such issues as social welfare, social services, social agency bureaucracies, sexism, ageism, and class discrimination.

**SOWK 3613 Social Welfare Policy and Services**
3 hours--Prereq.: 2273 and 2521. This course prepares students to understand how policy affects service delivery and how to actively engage in policy practice to advance and improve the quality of social services. Content includes the history and current structure of policies and services; the role of policy in service delivery; and the role of practice in policy development. Students analyze, propose, and formulate policies that advance social well-being. The advancement of human rights and social and economic justice provides a context for the course. (Offered Spring Only)

**SOWK 3833 Research Methods in Social Work**
3 hours--This course introduces students to systematic approaches to scientific thinking necessary for knowledge building and evaluating one's own practice and practice that informs research. Critical thinking and analysis skills are emphasized within the context of ethical scientific inquiry and practice. Students apply research to evaluation of practice and improvement of practice, policy, and social services delivery.

**SOWK 4113 The Indian Child Welfare Act ■**

■ Denotes a Liberal Arts course.

3 hours--The Indian Child Welfare Act (ICWA) will be introduced to students with focus on understanding the Act, its historical context, and application in today's social welfare system. Development of knowledge and appreciation for Native American Indian culture in U.S. society and in Oklahoma will also be a course goal. This course will encourage student participation in a culturally diverse learning environment.

**SOWK 4423 Human Behavior and Social Environment II**
3 hours--Prereq.: HURES 2083. This is the second course in the Human Behavior and Social Environment curriculum sequence that builds on competencies from HURES 2083 and knowledge from the liberal arts. Emphasized is the range of social systems impacting on social functioning and well-being, as well as the dimensions of human diversity which may oppress, marginalize, and alienate people in their environment. Content focuses on how social workers respond to evolving organizational, community, and societal contexts at all levels of practice.

**SOWK 4494 Social Work Practice II**
4 hours--Prereq.: Departmental approval. ONLY Social Work majors may enroll in this course. The second course in the social work practice curriculum sequence, which prepares students for generalist practice within the context of the problem solving model approach. Emphasis is on preparing students for competent strengths-oriented practice using relevant knowledge, values, and skills to work with individuals, families, groups, organizations, and communities, which encompasses work with diverse persons, including older adults. Focus is on the interactive process of engagement, assessment, intervention, and evaluation.

**SOWK 4892 Integrative Seminar in Social Work**
2 hours--Prereq.: Departmental approval. Coreq.: SOWK 49412. This course, taken concurrently with the Social Work Internship, provides students the opportunity to reflect on the application of the theoretical and conceptual contribution of the classroom and field as preparation for generalist practice. The seminar is a forum for exchange of ideas and experiences relative to practice issues, professional development, the helping process, and social work values and ethics. The seminar is further defined by evaluation of student learning and competency building that has occurred across the social work curriculum in the classroom and field.

**SOWK 4941-12 Internship in Social Work**
12 hours--Prereq.: Departmental approval. The social work internship socializes students to perform in the role of practitioner. The theoretical and conceptual contribution of the classroom is connected to the practice setting, where interns demonstrate achievement of the program's generalist practice competencies and corresponding behaviors. This 448 hour internship is systematically designed and supervised through coordination of the program and practice setting.

**SOWK 4981-4 Seminar in Social Work (Subject named in title listing)**
1-4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem area.

**SOWK 4991-4 Individual Study (Subject named in title listing)**
1-4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

## Courses in Sociology

**ANTH 2003 Introduction to Cultural Resource Management ■**
3 hours--This course introduces students to the laws and practice of Cultural Resource Management with an emphasis on Native American cultural resources.

■ Denotes a Liberal Arts course.

**ANTH 2523 Native Peoples of North America ■**
3 hours--Introduction to the Native peoples, societies, and cultures north of Mexico from pre-Columbian times to the present.

**ANTH 2713 Introduction to Cultural Anthropology ■**
3 hours--An examination of human cultural diversity.

**ANTH 3003 Archaeological Theory and Methods ■**
3 hours--This course provides students with the tools they will need to conduct archaeological research along with an understanding of the historical, theoretical, and methodological underpinnings of the discipline.

**ANTH 4503 Archaeology Field School ■**
3 hours--Prereq.: 2003 and 3003. Hands-on training in the methods and techniques of archaeological fieldwork at sites within the local area. The course is repeatable up to six (6) credit hours.

**ANTH 4981-4 Seminar in Cultural Resource Management (Subject named in title listing) ■**
3 hours--Prereq.:2003 and 3003. This course engages students in the practice of Cultural Resource Management with a community partner. Each year students work together as a team on a suitable project, creating a professional product.

**CJSOC 4313 Criminology ■**
3 hours--Prereq.: SOC 1113. The cause, prevention and treatment of crime.

**GESOC 4413 Demography ■**
3 hours--Prereq.: GEOG 1113 or SOC 1113. Study of the social processes related to differentials in fertility, mortality, and selective population movements.

**GESOC 4853 Comparative Cultures ■**
3 hours--Prereq.: One course each in sociology and geography. A comparison of the cultures, social organizations, behavior patterns, and geographical environments of selected societies. In this course the reciprocal relationship between man and his or her natural environment is stressed.

**PYSOC 2213 Social Psychology ■**
3 hours--Prereq.: SOC 1113 or PSYCH 1113. A study of the psychological aspects of behavior as these are modified in social interaction.

**SOC 1113 Introductory Sociology ■**
3 hours--A general survey of the field of sociology; the origin and development of social institutions; social processes.

**SOC 2113 Social Problems ■**
3 hours--Some of the more important current social problems such as poverty, delinquency, criminality, and migration; also a consideration of agencies for solution.

**SOC 2613 Gender and Society ■**
3 hours--An analysis of the genetic and cultural determinants of gender differences and the importance of gender in different societies.

**SOC 2723 Introduction to Physical Anthropology ■**
3 hours--An examination of the physical development of humankind, including a survey of primates, human evolution and human physical diversity.

**SOC 2813 Sociology of Religion ■**
3 hours--An examination of sociological theories of religion, religious

diversity in American life, and the development of religious groups.

**SOC 2881-4 Special Studies in Sociology (Subject named in title listing)**
1 to 4 hours--Directed group study on special subject or problem.

**SOC 2913 Sociology of Sport ■**
3 hours--The sociological study of sport, both in its cultural aspects and in its institutional aspects, is the subject of this course. The sociology of sport is an attempt to study the social roles and functions of sport; how sport affects society and how societies affect sport. Specifically, we study the development of modern sport, the relationship between culture and sport, the relationship between religion and sport, socialization into sport, deviance and sport, high school, college and professional sport, as well as the relationship between sport and race, gender, and social class.

**SOC 3003 Native American Sociology ■**
3 hours--In this class students will examine the sociology of (North American) Native American cultures. Topics and themes will explore the diversity of Native American cultures, their past, and their place in current social contexts including cities.

**SOC 3113 Juvenile Delinquency ■**
3 hours--Causes leading to delinquency; methods of control.

**SOC 3133 Majority/Minority Relations ■**
3 hours--A study of majority/minority group relationships concentrating on the dynamics and consequences of prejudice, discrimination, and related factors.

**SOC 3313 Marriage and the Family ■**
3 hours--A history of the family as a social and educational institution; problems confronting the modern family.

**SOC 3413 Sociological Theory ■**
3 hours--A study of classical and contemporary sociological theory.

**SOC 3523 Social Stratification ■**
3 hours--An analysis of basic social stratification systems in selected societies.

**SOC 3723 Human Sexuality**
3 hours--An examination of the physiology, development, social structuring, and cross-cultural diversity of human sexuality. An emphasis will be placed on the socialization of individuals to fit prescribed sexual roles and the consequences of such socialization.

**SOC 3833 Statistics for Social Sciences ■**
3 hours--An introduction to statistical concepts and techniques which are used in sociology, psychology, education and social research.

**SOC 4323 Deviance and Social Control ■**
3 hours--Description, comparison, and analysis of theories and research on deviance and social control techniques.

**SOC 4813 Methods and Techniques of Research ■**
3 hours--Basic techniques and methods of investigation and presentation of data related to social research.

**SOC 4981-4 Seminar in Sociology (Subject named in title listing)**
1 to 4 hours--Directed group study on special subject or problem.

**SOC 4991-4 Individual Study in Sociology (Subject named in title listing)**
1 to 4 hours--Directed individual study on special subject or problem. Open only to selected undergraduates.

**SOC 5981-4 Seminar in Sociology (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**SOC 5991-4 Individual Study in Sociology (Subject named in title listing)**
1 to 4 hours--Prereq.: Graduate standing and sixteen hours social studies including eight hours sociology. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

**SOSTU 4873 Methods in Secondary Social Studies**
3 hours--Prereq.: Twenty hours in history and EDUC 2012, 2211, 3001, 4632, EDPSY 3513 or departmental approval. This course will focus on the acquisition of professional skills, development of materials, and use of resources for secondary instruction in the social studies.

## Courses in Spanish

**SPAN 1113 Elementary Spanish I ■**
3 hours--Pronunciation, elements of grammar, easy reading, conversation.

**SPAN 1223 Elementary Spanish II ■**
3 hours--Prereq.: 1113 or proficiency demonstrated through Advanced Standing Exam. Continuation of 1113; fundamentals of grammar, reading of increased difficulty; conversation.

**SPAN 2113 Intermediate Spanish I ■**
3 hours--Prereq.: 1223 or, if approved, two years in high school Spanish. Extensive reading in Spanish together with conversation based on these readings; review of Spanish grammar.

**SPAN 2223 Intermediate Spanish II ■**
3 hours--Prereq.: 2113. Spanish reading; conversation based on readings.

**SPAN 3223 Spanish Literature Since 1800 ■**
3 hours--Prereq.: 2223 or departmental approval. Survey of Spanish literature from 1800 to the present time.

**SPAN 3233 Spanish Culture and Civilization ■**
3 hours--Prereq.: 2223 or departmental approval. This course explores the development of the culture and civilization of Spain. Conducted mostly in Spanish.

**SPAN 3243 Spanish American Culture and Civilization ■**
3 hours--Prereq.: 2223 or departmental approval. This course explores the development of the culture and civilization of Spanish America. Conducted mostly in Spanish.

**SPAN 3313 Spanish American Literature ■**
3 hours--Prereq.: 2223 or departmental approval. Readings of representative types of Spanish American literature from Spanish-speaking countries in the Americas. Conducted mostly in Spanish.

**SPAN 3333 Peninsular Spanish Literature ■**
3 hours--Prereq.: 2223 or departmental approval. Study of representative works by major Spanish authors. Conducted mostly in Spanish.

**SPAN 3343 The Hispanic Presence in the U.S. ■**
3 hours--Prereq.: 2223 or departmental approval. This course treats Hispanics in the U.S. and their contributions to American society and culture. Conducted mostly in Spanish.

**SPAN 3413 Advanced Spanish Composition and Conversation ■**
3 hours--Prereq.: 2223 or departmental approval. Largely conducted in

Spanish, this course is designed to develop the student's ability to speak and write the language correctly.

**SPAN 3613 Conversational Spanish (Subject named in title listing)** ■
3 hours--Prereq.: 2223 or departmental approval. Directed study in special topics. May be repeated with different topic. Conducted mostly in Spanish.

**SPAN 4123 Advanced Spanish Grammar** ■
3 hours--Prereq.: 2223 or departmental approval. Study of specific grammatical structures, with special focus on the subjunctive. Conducted mostly in Spanish.

**SPAN 4133 Advanced Spanish Composition** ■
3 hours--Prereq.: 3413 or departmental approval. This course focuses on writing effectively in Spanish with sensitivity to subject, purpose, and audience. Conducted mostly in Spanish.

**SPAN 4143 Advanced Spanish Conversation** ■
3 hours--Prereq.: 3413 or departmental approval. This course focuses on improving student ability to converse fluently in Spanish for various purposes and on a variety of topics. Conducted mostly in Spanish.

**SPAN 4313 Spanish Civilization** ■
3 hours--Prereq.: 2223 or departmental approval. This course involves travel and field study of Hispanic culture in study centers in Spain and/or Spanish America.

**SPAN 4413 Methods of Teaching Spanish (taught in English)**
3 hours--Prereq.: 2223 or departmental approval. Students study and practice current methodologies and strategies for teaching Spanish in grades K-12.

**SPAN 4513 The Spanish Language: Historical Development and Linguistics** ■
3 hours--Prereq.: 2223 or departmental approval. This course examines the origins and historical development of the Spanish language as well as linguistic variations of Spanish in the different countries of the Spanish speaking world. Conducted mostly in Spanish.

**SPAN 4981-4 Seminar in Spanish (Subject named in title listing)** ■
1 to 4 hours--Prereq.: Departmental approval. Directed group study on specified subject. May be repeated with different subject. Conducted mostly in Spanish.

**SPAN 4991-4 Individual Study in Spanish (Subject named in title listing)** ■
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on a specified subject. May be repeated with different subject. Conducted mostly in Spanish.

**SPAN 5981-4 Seminar in Spanish (Subject named in title listing)** ■
1 to 4 hours--Prereq.: Departmental approval. Directed intensive study on selected problem or special topic.

**SPAN 5991-4 Individual Study in Spanish (Subject named in title listing)** ■
1 to 4 hours--Prereq.: Graduate standing, twelve hours Spanish, and departmental approval. Directed intensive study on definite problem or special subject, based on approved outline or plan; conferences, oral and written reports.

■ Denotes a Liberal Arts course.

## Courses in Theatre

**THEA 1001 Introduction to Theatre Studies**
1 hour--Prereq.: for Theatre majors only. This course should be taken by first semester Theatre majors, whether they are transfer students, freshmen, or new to the major. It will introduce practices unique to the academic study of theatre, including time management techniques to balance school work and rehearsal, audition practices, and other expectations of students in the major. Grading is Pass/Fail. Fall only.

**THEA 1413 Acting I** ■
3 hours--Students will learn analysis and performance techniques through solo performance and monologue. Emphasis on identifying objectives through a thorough study of text and communication of intentions and actions.

THEA 2001 Sophomore Experience
1 hour -- Prereq.: THEA 1001. This course is a continuation of Intro to Theatre Studies, delving deeper into areas of student interest and possible careers on-stage and off.

**THEA 2333 Theatre in Life** ■
3 hours--Study of significant ideas of Western and other cultures as manifest in theatre. Both theatre and practices will be examined.

**THEA 2423 Acting II (Subject named in title listing)** ■
3 hours--Students will learn analysis and performance techniques through scene study. Emphasis on listening and responding while actively pursuing an objective with a partner in duet scenes. Acting I (1413) is not a prerequisite.

**THEA 2441 Theatre Production**
1 hour--Participation in acting and/or technical assignments in college production. Exploration of modem theatrical production. Emphasis on practical application of technical theatre theories and concepts.

**THEA 2453 Introduction to Technical Theatre** ■
3 hours -- An introduction to the terminology and practices of technical theatre production. Exploration of modern theatrical production. Emphasis on practical application of technical theatre theories and concepts.

**THEA 2881-4 Special Studies in Theatre (Subject named in title listing)** 1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**THEA 3001 Resume Techniques**
1 hour--Prereq: for Theatre majors only (both Theatre and Musical Theatre concentrations). Students will learn basic resume and self-marketing techniques, as well as preparing proposals for senior projects. Recommended in the second semester of the student's junior year. Grading is pass/fail.

**THEA 3353 Theatre History Before 1800** ■
3 hours--A survey of theatre history from its origins in antiquity to 1800 BCE. Students will encounter a broad knowledge of dramatic literature, performance traditions, and artistic movements from this particular period in history.

**THEA 3363 Theatre History After 1800** ■
3 hours--A survey of theatre history from 1800 BCE through the present. Students will encounter a broad knowledge of dramatic literature, performance traditions, and artistic movements from this particular period in history.

**THEA 3413 Play Directing ■**
3 hours--Prereq.: Departmental approval. Introduction to basic directing techniques. Script analysis, movement, stage pictures, technical preparations, backstage organization, prompt book preparation. Actual production of one-act play in studio environment.

**THEA 3423 Acting III (Subject named in title listing) ■**
3 hours- Students will learn analysis and performance techniques through he production of a stylized play. This class will only be offered in a semester that also contains the production of a play in a particular period style (Shakespeare, Greek tragedy, Comedy of Manners, etc.) Students in this class will gain an in-depth knowledge of particular styles of acting throughout theatre history. No prerequisite required.

**THEA 3483 Musical Theatre Workshop**
3 hours -- Prereq.: 1413, Voice (2 semesters), and Piano (1 semester) or MUS 1113. Study of a small-scale musical theatre production culminating n public performance. Students will prepare all elements necessary for performance including, but not limited to: set, props, publicity, public relations, choreography, staging, costumes, lights, and sound. May be repeated for credit.

**THEA 3593 Play Analysis ■**
3 hours--Students will learn basic dramatic structure and how to analyze a script as an actor, director, or designer.

**THEA 4003 Marketing Techniques**
3 hours--Prereq: for Theatre majors only (both Theatre and Musical Theatre Concentrations). Studies will learn techniques for self-marketing, including resume, website, and portfolio building. Recommended in stu dent's final semester.

**THEA 4013 Audition Methods ■**
3 hours--Prereq.: THEA 1413 & 2423 Senior-level acting course focused on selection and performing material specific to each actor's most marketable type.

**THEA 4453 Stage Makeup**
3 hours--Prereq.: Departmental approval. Theory and practice of costume and makeup design and techniques of construction and application. Two hours lecture and two hours lab weekly.

**THEA 4963 Senior Project in Theatre**
3 hours--Prereq.: Open to Theatre majors (both Theatre and Musical Theatre) only. Scholarly and/or creative work in Theatre.

**THEA 4981-4 Seminar in Theatre (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed group study on special subject or problem.

**THEA 4991-4 Individual Study in Theatre (Subject named in title listing)**
1 to 4 hours--Prereq.: Departmental approval. Directed individual study on special subject or problem. Open only to selected undergraduates.

**THEA 3433 Stagecraft and Scene Design**
3 hours--Prereq.: Departmental approval. Classroom discussion of basic scene design conventions and strategies. Application of design and construction tools, materials and techniques in relation to ECU Theatre and other projects.

**THEA 3453 Stage Lighting and Sound**
3 hours--Prereq.: Departmental approval. Basic stage lighting and sound effects and enhancement conventions. Application of tools, materials and techniques in relation to ECU Theatre and selected projects.

## Courses in University Studies

**UNIV 1001 Tiger Connect ■**
1 hour--This orientation course introduces students to university academic life, rules/regulations, and study/survival skills for college.

**UNIV 1201 President's Leadership Class ■**
1 hour--Prereq: Selected as PLC Scholar. The President's Leadership one hour seminar class provides students with an opportunity to: explore the unique experiences that have shaped their view of self in the context of leadership; expand their understanding of key leadership concepts, theories and models; and, gain an understanding of their civic responsibility as leaders.

**UNIV 3340 National Student Exchange: Plan A**
0 hours--Prereq.: Must be accepted and placed in the National Student Exchange program. East Central University student participating in exchange study at another college or university. Plan A - paying host institution. No credit course.

**UNIV 3445 National Student Exchange: Plan B**
5 hours--Prereq.: Must be accepted and placed in the National Student Exchange program. East Central University student participating in exchange study at another college or university. Plan B - paying East Central University 15 hours. Can be repeated up to 30 hours.

**UNIV 3540 International Exchange Study I ■**
0 hours--Prereq.: Must be accepted and placed in an approved Student Exchange program. East Central University student participating in exchange study at an international college or university. The student is paying the host institution's tuition and fees. No credit course.

**UNIV 3645 International Exchange Study II ■**
5 hours--Prereq.: Must be accepted and placed in an approved international Student Exchange program. East Central University student participating in exchange study at another college or university. The student pays East Central University tuition and fees for 15 hours. Can be repeated up to 30 hours.

## Courses in Water Resource Policy and Management

**WRPM 3003 Natural Resources and Policy ■**
3 hours--In this course, students examine natural resource policy and contemporary challenges from multiple perspectives. Special attention is paid to issues related to water.

**WRPM 5103 Policy Research and Methodology**
3 hours--This course will study research methods, research strategies, and statistical analysis skills necessary to both produce and critically analyze research reports and data compilations used to form public policy.

**WRPM 5113 Advanced Native American Law**
3 hours-- The study of issues related to Native Americans and the law. Emphasis on the analysis of sovereignty issues, treaties, and Native American courts.

**WRPM 5193 Advanced Tribal Politics**
3 hours-- This course will survey tribal government and politics in the United States with a special emphasis on the intergovernmental relationships among tribal, state, and federal governments.

**WRPM 5203 Natural Resource History and Policy**
3 hours--This course examines public land and natural resources

history and policy from multiple perspectives. Natural resource policy development and decision-making, common determinants of natural resources challenges, and solutions to contemporary management problems and conflicts will be covered.

**WRPM 5213 Advanced Public Policy Making**
3 hours--This course will examine models of public policy making, leading the analysis of various problems confronting government. The course is concerned with interest groups, which influence policymaking, the processes (governmental, institutional, and environmental) through which policies plow, the final conclusions of policy making, and the impact on Society.

**WRPM 5223 Water in Developing Countries**
This course will promote critical thinking about water policies, management, and access issues in the developing world. Water is essential for sustaining human life. It is vital to our way of life and is essential for agricultural production as well as maintaining the ecosystem upon which all life depends. Water managers and policy makers are facing difficult challenges such as increased demand from cities, conflicts among water users, competition from farmers/agricultural users, and effects of climate change. Countries in the developing world are among some of the regions currently facing complex water access challenges.

**WRPM 5303 Water Resource Policy Analysis**
3 hours--This course focuses on the development of water resource policies and fundamentals of water resource planning. Techniques for evaluating economic and environmental effects of water resource projects will be examined, and policies for allocating the resource among competing interests will be covered.

**WRPM 5313 Native American Water Rights**
3 hours--This course covers the scope of tribal, federal, and state authority to regulate or affect the development of Native American Lands established by statute or treaty, tribally and individually owned. Students will explore the philosophical background and case law pertaining to Native American management of water. Emphasis will be placed on the nature of the federal-tribal trust relationships and the doctrine of reserved rights as it applies to water.

**WRPM 5403 Water Law**
3 hours--This course explores legal schemes for securing and using water rights in surface and groundwater for private and public uses in the United States. Students will examine prior appropriation doctrines of water allocation, groundwater management regimes, federal water management and regulation, and interstate allocation devices.

**WRPM 5413 Public Organization Theory**
3 hours--This course covers the key concepts of public organization theories and the applications of theories to solve world problems. A significant portion of the class will apply the concepts to water policy decision-making.

**WRPM 5503 Environmental Conflict Management**
3 hours--This course focuses on the causes, dynamics, and consequences of natural resource and environmental conflicts as well as on the understanding of possible approaches to managing these conflicts. The course explores traditional procedures used to manage disputes in the public sector and analyze why these traditional mechanisms fail during environmental and resource disputes. Dispute resolution, mediated negotiations and multi-party collaborative efforts are examined.

**WRPM 5513 Advanced Watershed Management**
3 hours--This course considers the watershed holistically and seeks solutions to an interrelated set of social, economic, and environmental problems. Students will explore a wide range of threats to the productivity and health of watersheds and explore new collaborative approaches to watershed management.

**WRPM 5603 Water Resource Economics**
3 hours--Explores the economics of water resources, including static and dynamic efficiency for consumers and producers and other topics concerned with water quality. Explores effects of climate change on water resources, and economic approaches to mitigate these effects.

**WRPM 5613 Hydrogeology**
3 hours--This course provides an introduction to the principles and practices associated with an understanding of groundwater and its utilization. Students will examine the relationship between geologic materials and the process of water movement within the earth with a consideration that groundwater is a precious resource that is increasingly at risk for exploitation and contamination.

**WRPM 5691-6 Thesis**
Credit Hours: 1-6. Students completing the thesis option are required to conduct research and prepare a scholarly paper, or other appropriate creative component, under the guidance of a faculty committee for submission to the Graduate School. This course is repeatable. A minimum of three hours must be completed. A maximum of six hours may be counted toward the degree.

WRPM 5703 International Environmental Policy
3 hours--This course introduces students to contemporary international environmental problems from theoretical and policy perspectives to understand the cause of environmental problems. Students will investigate strategies used to address a nation's problems, recognizing failure and success. Additionally, students will examine national security and economic stability in light of the environmental policies in place, particularly those policies related to water.

**WRPM 5713 Advanced Water Quality and Treatment**
3 hours--This course covers the fundamentals of water quality and distribution systems that include natural purification of surface water, wastewater collection systems, water and wastewater treatment technologies and design strategies.

**WRPM 5813 Studies in Environmental Toxicology**
3 hours--The course covers poisonous or toxic properties of substances and the regulations and management practices for these chemicals.

**WRPM 5913 Climate Change and Water**
Climate Change and Water provides students with the information they need to understand and evaluate the effects of climate change on managing water in the human environment. A special emphasis will be placed on how indigenous tribes are affected by and manage the effects of climate change.

**WRPM 5951-3 Internship in Water Resources**
1-3 hours-- Prereq.: Departmental approval. An in-depth and practical study of Water Resource Policy and Management.

**WRPM 5981-4 Seminar in Water Resources Policy and Management (Subject named in title listing)**
1-4 hours-- Prereq.: Departmental approval. Directed group study on special subject or problem.

**WRPM 5991-4 Individual Study in Water Resources Policy and Management (Subject named in title listing)**
1-4 hours-- Prereq.: Departmental approval. Directed intensive study on a selected problem or special topic.

## Glossary of Terms

**Administrative Withdrawal Course Status**: A course that a student is enrolled in but has been withdrawn from by an official of the institution (Faculty, Academic Affairs, Dean of Students) between the start date and the final date of the academic term. (Refunds and transcriptions are based on the drop date for the term)

**Applicant**: A person who has submitted an ECU application.

**Admitted:** A person who has met the requirements for admission.

**Drop (Action):** The act of requesting that a course is removed from a student's schedule before the drop date for the term. (Note: Full refund and no transcription of the course)

**Dropped Course Status:** A course that is removed from a student's schedule before the drop date for the term. (Note: Full refund and no transcription of the course)

**Enroll (Action)**: The act of selecting a course or courses to participate in during a particular academic term.

**Enrolled Course Status**: A course that is confirmed on a student's schedule for a particular academicterm.

**Enrolled Student:** A student who has at least one course confirmed for a particular academic term.

**First Generation Student:** A student neither of whose natural or adoptive parents received a baccalaureate degree; or a student who, prior to the age of 18, regularly resided with and received support from only one natural or adoptive parent and whose supporting parent did not receive a baccalaureate degree; or a student who, prior to the age of 18, did not regularly reside with or receive support from a natural or an adoptive parent.

**First-Time Full-Time Student**: A first-time entering student who is enrolled in at least 12 credit hours (undergraduate) or 9 credit hours (graduate).

**Low-Income Student:** A student whose family's taxable income for the preceding year did not exceed 150 percent of the poverty level amount as determined by the US Census Bureau.

**Non-Degree Seeking Student:** A student enrolled in courses for credit who is not recognized by the institution as seeking a degree or recognized postsecondary credential.

**Non-Enrolled Student:** A student who is not enrolled in any courses for a particular academic term.

**No-Show Course Status:** A course in which a student did not begin attendance by the census date.

**No-Show Student**: An enrolled student who does not attend any courses by the census date for a particular academic term. All courses are recorded as "dropped" with a full refund and no transcription of any of the courses.

**Prospect:** A prospective student who has indicated an interest in attending ECU.

**Total Administrative Withdrawal (Action)**: The act of withdrawing a student from all courses that a student is enrolled in at the institution, initiated by an official of the institution (Academic Affairs, Dean of Students, International Student Services) between the start date and the final date of the academic term. (Refunds and transcriptions are based on the drop date for the term)

**Total Withdrawal (Action):** The act of requesting that all courses that a student has started attending but no longer wishes to attend or receive a grade for between the drop deadline and the withdrawal deadline. (Note: No refund is given, and all courses are transcripted as "W's")

**Total Withdrawal/Totally Withdrawn Course Status**: Withdrawal from all courses between the drop deadline and the withdrawal deadline. (Note: No refund is given, and all of the courses as transcripted with a "W" grade)

**Undecided Student**: A degree-seeking student who has actively declared an academic program of "Undecided".

**Withdraw (Action):** The act of requesting that a course that a student started attending but no longer wishes to attend or receive a grade for between the drop deadline and the withdrawal deadline. (Note: No refund is given, and the course is transcripted as a "W")

**Withdrawal/Withdrawn Course Status**: A course that a student started attending but no longer attends between the drop deadline and the withdrawal deadline. (Note: No refund is given, and the course is transcripted as a "W")

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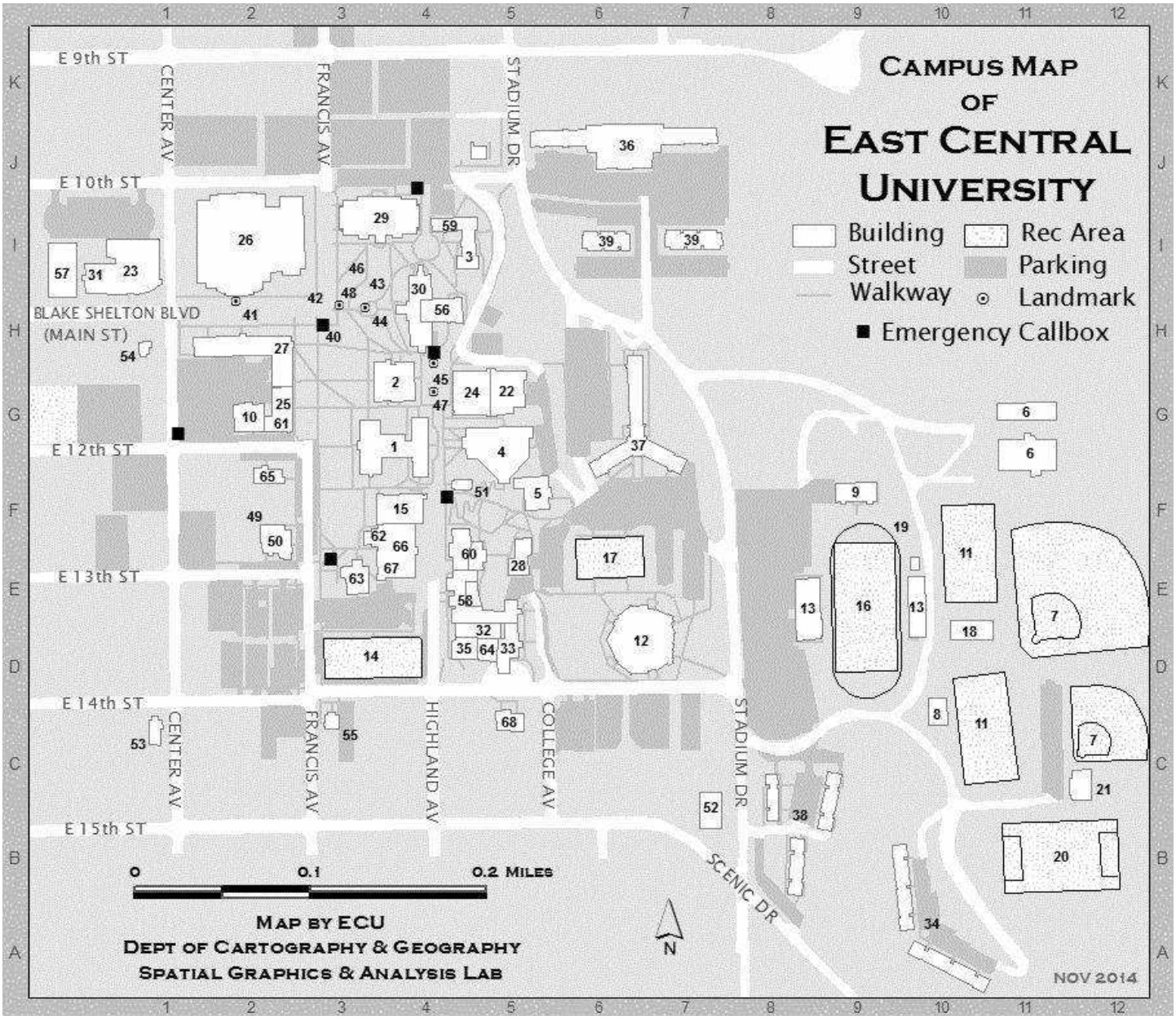
CAMPUS MAP
OF
EAST CENTRAL
UNIVERSITY
Building
Rec Area
Street
Parking
Walkway
Landmark
Emergency Callbox
E 9th ST
E 10th ST
E 12th ST
E 13th ST
E 14th ST
E 15th ST
CENTER AV
FRANCIS AV
STADIUM DR
HIGHLAND AV
COLLEGE AV
SCENIC DR
BLAKE SHELTON BLVD
(MAIN ST)
0
0.1
0.2 MILES
MAP BY ECU
DEPT OF CARTOGRAPHY & GEOGRAPHY
SPATIAL GRAPHICS & ANALYSIS LAB
N
NOV 2014

# MAP KEY

## ADMINISTRATION BUILDING

1 ADMINISTRATION (G4)
2 DANLEY HALL (G3)
3 FENTEM HALL/CONTINUING EDUCATION (I4)
4 LINSCHEID LIBRARY (G5)
5 LINSCHEID LIBRARY ANNEX (F6)
6 PHYSICAL PLANT & HAZARD WASTE (G11)

## ATHLETIC FACILITIES

7 BASEBALL & SOFTBALL FIELDS (D11)
8 BASEBALL LOCKER ROOM (D10)
9 ELVAN GEORGE ATHLETIC BLDG (F9)
10 FAUST HALL GYM (G2)
11 INTRAMURAL/PRACTICE FIELDS (C11, F11)
12 KERR ACTIVITY CENTER (D7)
13 KOI ISHTO STADIUM (E9)
14 MAYHUE TENNIS COURTS (D3)
15 MCBRIDE GYM (F4)
16 NORRIS FIELD (E9)
17 OSCAR PARKER TENNIS COURTS (E6)
18 PAT O'NEAL STRENGTH & CONDITIONING CTR (D11)
19 PHILPOT TRACK (F9)
20 SOCCER FIELD (B12)
21 SOCCER-SOFTBALL LOCKER ROOM (C12)

## CLASSROOM BUILDING

22 ART ANNEX (G5)
23 CHICKASAW BUSINESS & CONFERENCE CTR (I1)
24 EDUCATION (G4)
25 FAUST HALL (G2)
26 HALLIE BROWN FORD FINE ART CENTER (I2)
27 HORACE MANN (H2)
28 KINESIOLOGY (E5)
29 PHYSICAL/ENVIRONMENTAL SCIENCE CTR (I3)
30 SCIENCE HALL (H4)

## EMERGENCY

31 CAMPUS POLICE DEPARTMENT (I1)
32 UNIVERSITY NURSE/COUNSELING (D5)

## HOUSING

33 BRILES HALL (D5)
34 GREEK VILLAGE (B10)
35 KNIGHT HALL (D5)
36 PESAGI HALL (J6)
37 PONTOTOC HALL (G6)
38 STADIUM DRIVE APTS (B8)
39 TIGER COMMONS (I6, I7)

## LANDMARKS

40 CALLIXYLON TREE (H3)
41 CENTENNIAL FOUNTAIN (H2)
42 CENTENNIAL PLAZA (H3)
43 CRABTREE HONOR PLAZA (H3)
44 ECU TIGER & FOUNTAIN (H3)
45 E. W. JAMES PLAZA (G4)
46 POGUE GAZEBO (I3)
47 TIME CAPSULE (G4)
48 WORLD WAR I MEMORIAL (H3)

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49 BANNER BAPTIST ASSOCIATION (F2)
50 BAPTIST STUDENT UNION (F2)
51 BOSWELL CHAPEL (F4)
52 CHI ALPHA CAMPUS MINISTRIES (B7)
53 CHURCH OF CHRIST CENTER (C1)
54 COMMUNICATION CREDIT UNION (H1)
55 DHS VOCATIONAL REHABILITATION (C3)
56 DOROTHY I. SUMMER AUDITORIUM (H5)
57 ECU ARTS INCUBATOR (I1)
58 ECU BOOKSTORE (E5)
59 ECU CHILD DEVELOPMENT CENTER (I4)
60 ECU STUDENT UNION (E4)
61 FAUST HALL AUDITORIUM (G2)
62 RAYMOND ESTEP AUDITORIUM (F3)
63 STERLING L. WILLIAMS ALUMNI & FOUNDATION CENTER (E3)
64 TAFF CAFETERIA (D5)
65 UNITED CAMPUS MINISTRIES (F2)
66 BILL S. COLE UNIVERSITY CENTER (E4)
67 WELLNESS CENTER (E4)
68 Z-TREE (C5)